



**PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
October 26, 2023**

The Council of Park City, Utah, will hold its regular meeting in person at the Marsac Municipal Building, City Council Chambers, at 445 Marsac Avenue, Park City, Utah 84060. Meetings will also be available online with options to listen, watch, or participate virtually.

CLOSED SESSION - 2:30 p.m.

The Council may consider a motion to enter into a closed session for specific purposes allowed under the Open and Public Meetings Act (Utah Code § 52-4-205), including to discuss the purchase, exchange, lease, or sale of real property; litigation; the character, competence, or fitness of an individual; for attorney-client communications (Utah Code section 78B-1-137); or any other lawful purpose.

WORK SESSION

4:45 p.m. - Park City Seniors Update

5:05 p.m. - Discuss Childcare Needs-Based Scholarship Program

5:25 p.m. - Park City Kimball Art Festival Debrief

5:45 p.m. - Break

REGULAR MEETING - 6:00 p.m.

I. ROLL CALL

II. RECOGNITION

1. Honoring Chief Wade K. Carpenter- International Association of Chiefs of Police President 2023-2024

III. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Council Questions and Comments

Staff Communications Reports

1. July 2023 Budget Monitoring and Sales Tax Report

IV. PUBLIC INPUT (ANY MATTER OF CITY BUSINESS NOT SCHEDULED ON THE AGENDA)

V. CONSIDERATION OF MINUTES

1. Consideration to Approve the City Council Meeting Minutes from September 14, 19, 21, and 28, and October 5, 2023

VI. CONSENT AGENDA

1. Request to Approve Resolution 18-2023, a Resolution Declaring November 1, 2023, as "Extra Mile Day" in Park City, Utah
2. Request to Approve the Execution of a Childcare Administrative Funding Contract in a Form Approved by the City Attorney's Office with WeeCare, Inc. DBA Upwards for \$150,000 to Administer the Childcare Needs-Based Scholarship Program

VII. OLD BUSINESS

1. Public Meeting to Hear Arguments For and Against a \$30,000,000 Recreational Facility General Obligation Bond
(A) Public Input
2. Consideration to Approve a Five-Year Agreement with Park Silly Sunday Market in a Form Approved by the City Attorney
(A) Public Hearing (B) Action

VIII. NEW BUSINESS

1. Consideration to Continue an Ordinance Approving the Bald Eagle Club at Deer Valley Unit 55 Third Amended Located at 7875 Bald Eagle Drive, Park City, Utah to November 30, 2023
(A) Public Hearing (B) Continue to November 30, 2023
2. Consideration of 1415 Lowell Avenue Condominium Plat Amendment Located at 1415 Lowell Avenue, Park City, Utah
(A) Application Withdrawn
3. Consideration to Approve Ordinance No. 2023-49, an Ordinance Amending the Land Management Code to Shift Final Action for Plats from the City Council to the Planning Commission, to Require Planning Commission Review for All Steep Slope Conditional Use Permits, and to Update Public Notice Requirements to Align with Senate Bill 43.
(A) Public Hearing (B) Action
4. Consideration to Approval Ordinance No. 2023-50, an Ordinance Amending the Land Management Code to Establish a Maximum Lot Size for the Historic Residential Low - Density, Historic Residential - 1, Historic Residential - 2, and Historic Residential Medium Zoning Districts
(A) Public Hearing (B) Action

IX. ADJOURNMENT

A majority of City Council members may meet socially after the meeting. If so, the location will be announced by the Mayor. City business will not be conducted. Pursuant to the Americans with Disabilities Act, individuals needing special accommodations during the meeting should notify the City Recorder at 435-615-5007 at least 24 hours prior to the meeting.

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

“It’s a Silver Avalanche!”

The Park City Senior Center Annual MOU Report to City Council October 16, 2023

Presenters: Cheryl Soshnik, President
Francie McNally, Board Member

The State of the Park City Senior Center and Park City Senior Citizens, Inc. 501(c)(3)

- *Intro: The Silver Avalanche is Here* - The Growth in the Senior population, the Problems associated with that, and the Importance of Senior Centers:
- 2023 Demographics for the PC Senior Center
- 2023 Enhanced Programs, Partnerships, Services, and what's new coming soon!
- Next Steps: *Building a Legacy Senior Center*
- Three Reasons: *We Believe*



Crisis in Our Community

“Crossroads for Change”

- Isolation is the Enemy of Old Age
- Some seniors, widowers in particular, live lonely lives
- Since the pandemic, senior depression and suicide have increased
- A Senior support system is the difference:
 - Full, happy life or depression
 - Health or illness
 - Purpose in life or despair



Senior Centers are the Solution

“Creating Community, Connectivity, Caring, Compassion”

- Safe, inclusive gathering space for seniors
- Socializing, dining, and enjoying a variety of programs and services
- Enriching the lives, health and well-being of our diverse membership



Silver Avalanche – Growth of the Senior Population

Summit County Seniors Population Distribution

Representation of Persons 50+		
Area	Count	Percent of County
50+ 84098	7,441	49.2%
50+ 84060	3,398	22.5%
Combined	10,839	71.7%
50+ Coalville	406	2.7%
50+ Kamas	531	3.5%
Combined	937	6.2%
Other Summit County Cities	1,817	12.0%

Note: (8.9%) of total county population cannot be associated with residency

Park City Senior Center – Who Are The Members?

Members by Zip Code

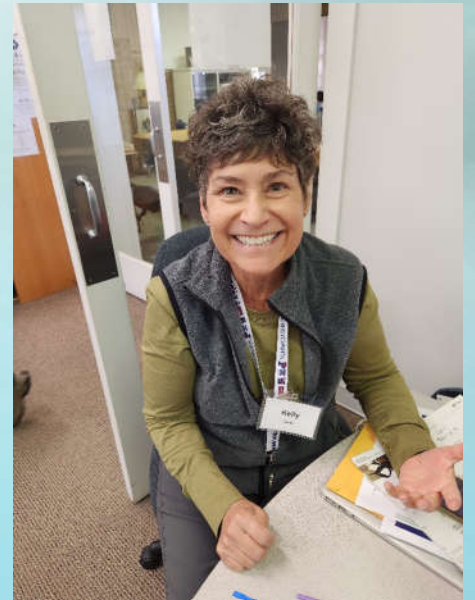
- Current Membership – 496 (8/23)
- Increase from less than 100 members 5 years ago
- 43% of Members – 84060
- 40% of Members – 84098
- Remaining Members from other communities in Summit, Wasatch, SL counties and part time members from other States.

Zip Code	Number	Area
84060	211	Park City
84068	32	Park City/Other
84098	199	Snyderville Basin, Summit Park, Silver Summit, Atkinson
Other Zip Code	54	

Bursting at the Seams

Explosion of Programs and Services

- PCMC Special Services funding provided part time position for our Activities and Programs Coordinator
 - Our Two (2) Year Funding expires in March 2024. *We are actively seeking grants and other funding to continue this valuable resource.*
 - Number of Programs increased from just a few to:
 - 30 programs (2022)
 - 42 programs (January – September 2023)
 - Programs target areas of nourishment of both body and mind, and create connectivity and community among Seniors
 - Isolation and loneliness severely reduced
 - Purpose found through volunteerism



Programs and Services: Driving Our Purpose

Meeting Community Needs

- PROGRAMS

- Art classes with KAC
- Exercise classes with MARC and volunteer Senior instructors
- Performing Arts with PCI
- Outings (Cultural, Nature)
- Card games, puzzles, pool
- Movies
- Picnics
- XC Ski Lessons



- SERVICES

- Vaccinations
- Health Screenings
- Transportations Services
- Meals in conjunction with Summit County Senior Services
- Resource Center for many Programs
- Referrals for Needed Services
- Discounts on Entertainment
- Library Assistance Support



2023 Exercise Programs at Senior Center

Mon & Thurs: Exercise and Tai Chi with MARC instructors

Self Defense Course for Seniors

New: Tues and Thurs Senior Fit with Senior Volunteer Instructor Peg Bodell



2023 Senior Activities and Shows

Mountain Town Stages performances, Cowboy Poetry presented by Seniors, Art Classes with KAC and Library Exhibitions of Seniors Art Works



2023 Senior Center Fun

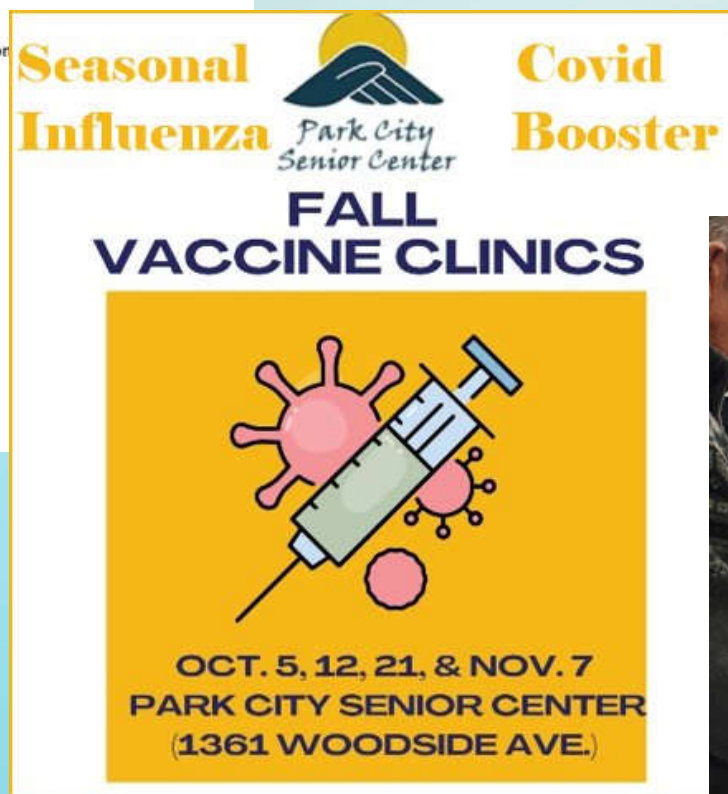
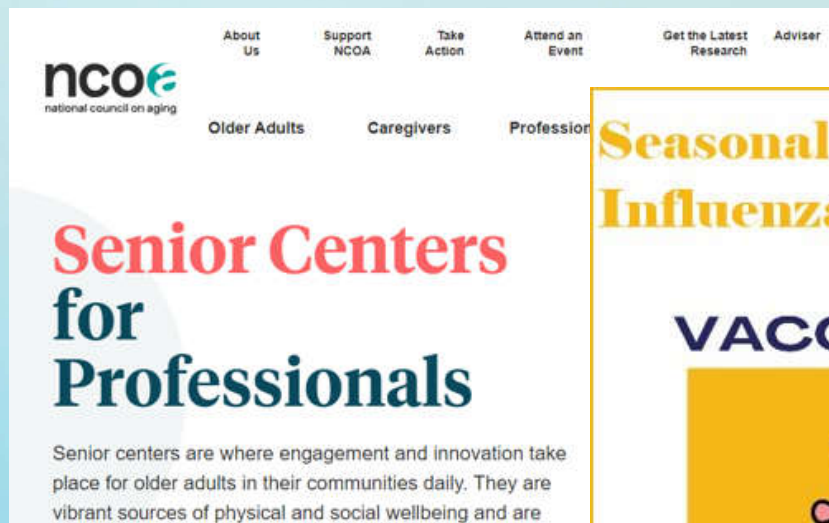
XC Ski discounts and lessons, Pool, Bridge, Canasta, Puzzles, Socialization, Field Trips



It Takes A Village: *Partnerships*



2023 New! Partnership with National Council on Aging (NCOA) and Su Co Health Dept for 4 Senior Center Vaccination Clinics



Connecting Seniors in the 21st Century

NEW! Park City Senior Center Website

<http://ParkCitysSeniors.org>



Thank you, Park City Community Foundation, for your generous grant!

In the Near Future: *Additional Day & New Software*

We will be open a third day per week.

Beginning November 9, 2023, we will be open on WEDNESDAYS for drop-in Exercise, Games, Cards, and Bag Lunches

We will be enhancing our Web site by adding Membership and Activity Software in early 2024

Woodside Phase II: *PC Seniors and PCMC Progress*

The Woodside Phase II Committee, which consists of members of the PC Seniors and Park City Municipal Corporation, have been meeting monthly over the last year to discuss the design and functionality for a much needed, larger and more versatile Senior Center, that will be in conjunction with Senior and Workforce housing. We are eagerly awaiting the planned presentation by PCMC staff to the City Council...stay tuned!

Park City Senior Citizens

Vision and Ambitions: (Next Steps - 2024 and Beyond)

- New, modern, fully furnished and equipped, World Class Senior Center
- Expanded Programing:
 - Open three (3) days a week – 2024
 - Open four (4) days a week – 2025
 - Open five (5) days a week – 2026
 - Congregate Meals – Days Center is Open
 - Exercise Class with Dedicated Space
 - Art Classes with Dedicated Space
 - Educational Programs for Seniors
 - Social Activities
 - Regular Outings
 - Fully Operational with Dedicated Full-time Staffing
 - Dedicated Park City Center Director
 - Dedicated Park City Senior Center Program Director
 - Dedicated Park City Senior Center Dining Services Director
 - Dedicated Park City Senior Center Administrative Assistant
 - Staff to Provide Transportation Services for Outings
 - Staff to Provide Maintenance and Cleaning Services



*Here is our “before” picture.
Park City Senior Center since 1978
...and
Eagerly anticipating the “after” picture with
our partnership in PCMC*

Park City Senior Citizens, Inc.: *Financials*

Financial Update, per MOU:

Park City Senior Citizens, Inc. now uses QuickBooks software for our Accounting, and is following Federal and State reporting requirements for:

- Federal IRS Form 990 N
- Non-Profit Charitable Registration
- Utah Annual Business License



Three (3) Reasons – *We Believe!*

- We Believe the explosion of membership and the expansion of programs and services is clearly evident
- We Believe we are committed, engaged, responsible seniors in our partnership with Park City Municipal
- We Believe in a dynamic and respectful environment that connects our community senior population to age in place with grace
- *“Take care of your elders, and I promise you will learn something special. Maybe even magical.” Lady Gaga, 37, after the death of collaborator Tony Bennett (AARP Bulletin, October 2023)*

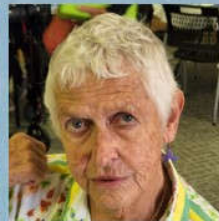
Volunteer Board of Directors

Park City Seniors Board of Directors

2022 - 2024



*Cheryl Soshnik
President*



*Judy Maedel
Vice President*



*Sybil Roscoe
Treasurer*



*Peggy Fletcher
Historian*



Marianne Cone



Linda McReynolds



Rusty Martin



Syd Reed



Paul Wisniewski



Francie McNally



Craig Weakley



Liz Novack

Park City Senior Center
“Connecting Seniors”
1361 Woodside Avenue, Park City

FOR ACTIVITIES & PROGRAMS:
(801) 613-2329

FOR LUNCH RESERVATIONS:
(435) 649-7261

SEND US A MESSAGE:
Info@ParkCitySeniors.org
Programs@ParkCitySeniors.org
Membership@ParkCitySeniors.org

WEBSITE ADDRESS:
Parkcityseniors.org

MAILING ADDRESS:
Park City Senior Center
PO Box 681617
Park City, UT 84068



Heartfelt Thanks and Appreciation

- Mayor Nann Worel
- Tana Toly, Park City Councilperson and Senior Center Liaison
 - Park City Council
 - Park City Staff
- Park City Senior Center Members and Volunteers
 - Park City Community





City Council Staff Report

Subject: Childcare Needs-Based Scholarship Program
Author: Michelle Downard, Resident Advocate
Haley Swenson, Procurement Manager
Sarah Mangano, Human Resources Director
Department: Executive, Budget, Human Resources
Date: October 26, 2023
Type: Work Session

Summary

Pursuant to City Council's direction during the FY24 Budget adoption, the Council should review and consider recommendations from the Childcare Working Group to administer the 2023/24 PCMC Childcare Needs-Based Scholarship Program.

Background

After considerable City Council and public deliberation ([November 17, 2022](#), [May 11, 2023](#), [May 25, 2023](#), [June 1, 2023](#)), based on the lack of affordable and available childcare in Park City combined with an impending reduction in Federal funding, Council made a one-time \$1,000,000 allocation ([June 22, 2023](#)) as part of the FY24 Budget. However, Council clarified that no funds would be distributed until a transparent and accountable administrative criteria and process was established.

Accordingly, a Working Group was created to help PCMC design a program reflective of Council input and using the [assessment submitted by the Early Childhood Alliance](#). After several meetings, the Working Group recommends:

- Prioritizing lower-income Park City households and residents with young children;
- Encouraging short- and long-term capacity-building in Park City's existing and newly regulated childcare facilities; and
- Increasing the use of the Department of Workforce Services (DWS) Childcare Assistance in Park City (currently underutilized).

On [July 27, 2023](#), and [August 22, 2023](#), the Working Group submitted a childcare progress report and presented administrative recommendations. Importantly, Council discussed a potential PCMC employee benefit program funded from within the \$1M allocation. Council also discussed the need to identify measurements for success, expressed a desire to quickly start distributing funds, discussed the AMI rates for scholarship eligibility, and supported immediately advertising to procure a qualified [Childcare Funding Administrator](#).

The potential PCMC employee childcare benefit program will return to Council on Nov 16, 2023, for consideration and does not plan to draw upon the \$1M. It is not been included in the recommended scholarship program components outlined herein. In

addition, as a result of the RFP, we are pleased to recommend an administrator contract on the Consent Agenda.

Analysis

The Program is outlined in detail in Exhibit A and includes three components; Childcare Needs-Based Tuition Scholarships, Infant & Toddler Childcare Tuition Scholarships, and Regulated Childcare Provide Incentives to Serve Children Enrolled in DWS Childcare Assistance.

- Scholarships and childcare-provider funding incentives are available first come, first serve each month and provided directly to regulated Summit County childcare providers.
- Eligible households are required to apply for DWS Childcare Assistance and will not be reimbursed for childcare expenses already covered by other scholarships or programs.
- Funding amounts for each program component help forecast the anticipated number of children served, and how the funding will be utilized between the program components.
- Funding amounts for each program component is not mutually exclusive.
 - For example, if funding for the infant & toddler childcare (up to 36 months) tuition scholarship component is exhausted early, that program can continue to draw upon the total allocation until City Council desires otherwise.

Measuring the success of the Scholarship Program and local ongoing childcare needs is essential. In no particular order, the measurements include:

- The total scholarship amount provided to Park City resident children is higher than workforce;
- The average scholarship amount for Park City resident children is higher than workforce;
- An increase in DWS Childcare Assistance applications submitted and successful enrollment;
- An increase in regulated childcare capacity;
- An increase in regulated childcare providers; and
- Exhaust the full budget allocation within 12-18 months of the program launch.

Ongoing reporting will be provided and a comprehensive program review is recommended in a City Council work session. The review will publicly scrutinize program allocations, funding burn rates, desired outcomes, and more based upon the measurement criteria. At that time, Council may consider adjusting any of the program components.

The Scholarship Program is a one-time allocation and cannot sustainably build long-term capacity and industry support. As such, the Working Group recommends establishing a joint task force involving additional stakeholders, such as Summit County,

PC Chamber, PC Community Foundation, PC School District, childcare providers, parents, and other stakeholders.

EXHIBITS

A- Childcare Needs-Based Scholarship Program

EXHIBIT A – Childcare Needs-Based Scholarship Program

Program Components to Regulated Childcare Provider	<AMI	Estimated Need	# Children Served	\$ per child per month	Funding Amount
Childcare Needs-Based Tuition Scholarship	100% AMI; 10% income max 120% AMI; 12% income max	72	65	\$833*	\$750,000
Infant & Toddler Childcare (up to 36 months) Tuition Scholarship	150%		63	\$200	\$150,000
Regulated Childcare Provider Incentive to Serve children enrolled in DWS Childcare Assistance		69	28	\$300	\$100,000
					\$1,000,000

*Estimated monthly average scholarship per child

Childcare Needs-Based Scholarship Program Criteria

1. Childcare Needs-Based Tuition Scholarship
 - a. Park City resident children;
 - b. A household income of less than 100% AMI;
 - c. No more than 10% of the household income on childcare (total sum including multiple children) per month;
 - d. A regulated childcare provider located within Summit County; and
 - e. Allow the Childcare Funding Administrator the discretion to award scholarships to households with income of less than 120% AMI to spend no more than 12% of the household income on childcare based on the number of applications received and the funding burn rate.
2. Infant & Toddler Childcare (up to 36 months) Tuition Scholarship
 - a. Park City residents and/or Park City workforce children;
 - b. A household income of less than 150% AMI;
 - c. \$200 scholarship per child per month; and
 - d. A regulated childcare provider located within Summit County.
3. Regulated Childcare Provider Incentive to Serve Children Enrolled in DWS Childcare Assistance
 - a. \$300 per month per child enrolled in DWS Childcare Assistance; and
 - b. A regulated childcare provider located within Summit County.



City Council Staff Report

Subject: Kimball Art Festival Debrief
Author: Jenny Diersen, Chris Phinney
Department: Special Events
Date: October 26, 2023
Type of Item: Administrative

Recommendation

Receive a debrief of the 2023 Park City Kimball Arts Festival from the Kimball Art Center (KAC).

Executive Summary

The Festival's [City Service Agreement](#) (Agreement) requires the KAC to debrief the event with the City Council by November 1 annually (section 2.5.12). The 2023 event was a success, and the debrief focuses on attendance, artist summary, sustainability measures, transportation, dining decks, and economic impact.

Background

An extensive background of the Festival can be found [here](#). Most recently, on May 25, 2023 ([report](#) p. 206 / [minutes](#) p. 9), City Council approved a new Agreement for the 2024 to 2028 Festival. On June 15, 2023, City Council approved the 2023 Supplemental Plan ([report](#) p. 640 / [minutes](#) p. 18).

Analysis

The annual Festival is a long-standing event with a rich history that is fundamental to the identity and character of Park City. The Festival is the KAC's primary fundraiser and supports many programs that provide free visual arts year-round.

KAC's Debrief Summary is attached as **Exhibit A**. A year-over-year debrief summary compiled by the Special Events Department is attached as **Exhibit B**. In 2023, the KAC invested in evergreen signage, improved its recycling plan, strengthened its connection with Main Street, and increased Spanish translations throughout the Festival. The 2023 Festival highlights include:

- Attendance: 29,700 attendees in 2023, the highest on Friday night, with 11,374, including 6,901 free local tickets. Attendees came from all 50 states, plus the District of Columbia, Canada, Australia, and France. Utah, Texas, California, Florida, and Arizona had the top attendance.
 - Comparatively, overall attendance was similar to the 2022 Festival, with 29,050 attendance and 6,385 free local tickets provided.
- Artist Summary: 198 artists were selected from 1,141 applications. Artists represented 34 states, Canada and Israel:
 - 26 artists were from Utah (13%)
 - ten artists were from the Wasatch Back (5%)
 - 65 artists were first-time artists (33.5%)
 - 14 artists classified as emerging artists (7%)

- Sustainability Measures: The KAC partnered with Momentum Recycling and more than 1,092 pounds of glass, food, and mixed recycling were diverted from our landfills.
 - Landfill diversion was increased compared to 2022, where the KAC collected 965 pounds of glass, food, and mixed recycling.
- Transportation Initiatives, Transit and Parking:
 - The KAC partnered with the Park City Mountain Bike team to host a bike valet on 7th Street and accommodated more than 450 bikes over the weekend. This number was the same in 2022.
 - Transit had 28,436 riders systemwide throughout the Festival. This was similar to 2022 when ridership was 29,059.
 - Before the pandemic, ridership during Festival averaged around 35,000 riders, so we are 17% below transit ridership compared to before the pandemic. This mirrors attendance numbers compared to pre-pandemic.
 - The City and the KAC collaborate to provide two accessible golf carts to help with transportation on Swede Alley. While ridership was lower than expected, we believe this is an essential service for our community and attendees. The KAC will provide additional promotion and signage in the future.
 - On June 16 ([report](#) p. 128 / [minutes](#) p. 7), City Council increased Festival parking rates. Even with the paid parking increase, parking remained full (above 85% capacity) between 11:00 a.m. and 4:30 p.m. On Friday, parking was full by 11:00 a.m. (three hours before we charged for parking). Parking remained full until 8:30 p.m. on Friday.
- Economic Impact
 - The KAC estimates the total economic value of the event is \$25 million, with \$7 million coming from those who visit Park City primarily to attend the Festival. Attendee estimated spending per person was \$854.42. We estimate the Festival brings the City approximately \$100,000 in sales tax revenue.

Funding

The Agreement allows the City to waive up to \$180,000 in City Service Fees. It requires the KAC to pay \$10,000 toward service fees. The 2023 fees were \$119,747 and are proactively budgeted within the General Fund. Details are included in **Exhibit B**.

Attachments

Exhibit A: Arts Festival Debrief Summary

Exhibit B: Year Over Year Debrief Summary (Comparison)

2023 Park City Kimball Arts Festival Recap

The Park City Kimball Arts Festival is one of the country's top ranked arts festivals, one of Kimball Art Center's more celebrated programs, and considered one of Park City's signature events. Each year, the arts festival showcases the work of jury-selected artists from around the world and celebrates the importance of arts and culture in our community. Partnering with local businesses and other area nonprofits, the Park City Kimball Arts Festival aims to facilitate a place of connection, inspiration, and education against a backdrop of high-quality artwork. Looking forward to its 55th year, this three-day, open-air celebration of the arts continues to welcome guests from across the globe to connect with artists, engage with Kimball Art Center programming, and support Park City establishments.

In 2023, the Park City Kimball Arts Festival welcomed approximately **29,700 visitors** to Main Street, including 6,901 Summit County locals who attended Friday's Locals Night free of charge. New in 2023, Kimball Art Center offered locals night attendance to Main Street employees regardless of Summit County residency. Attendees came from all 50 states, Mexico, Canada, and Germany to purchase art from 198 participating artists. In addition to viewing and purchasing art, attendees enjoyed live music and dance performances provided by Mountain Town Music, visited food vendors, and engaged in art activities for all ages facilitated by the Kimball Art Center.

The 54th annual Park City Kimball Arts Festival had an **economic impact of over \$25 million** throughout the course of the festival's three-day weekend. Of this, over \$7 million came from attendees who visited Park City primarily to attend the festival. This amounted to an estimated **\$535,648.74 in tax revenue for Park City** and **\$265,801.02 in tax revenue for Summit County**. These tax dollars will directly impact our community through initiatives driven by the RAP tax and Transient Room tax, among others. In addition to the revenue impacts for local businesses and tax dollars invested back into our community, net income from the Festival is used to financially support the Kimball Art Center's year-round educational and exhibition programming for the benefit of the Park City community. These programs include youth summer camps, Elementary Visual Arts, Young Artists' Academy, Golden Art Club, as well as our year-round exhibitions program showcasing internationally recognized artists.

We look forward to continuing our relationship with Park City Municipal Corporation and Park City businesses to strengthen not only the festival itself, but its economic and social impact on Park City's community.



Festival Attendance

Daily and weekend attendance totals were collected by the Kimball Art Center via Etix, the festival ticketing software, and internal tracking processes. Demographic data was reported by Lighthouse Research & Development, Inc. through post-event attendee surveys via email outreach.

Festival Weekend Attendance by Day				
	Gate Admission	Comp Tickets	Summit County Locals Night	Total Attendance
Friday	2,876	1,597	6,901	11,374
Saturday	8,164	1,916		10,080
Sunday	6,455	1,843		8,298
Weekend Total	24,396	5,356	6,901	29,752
YoY Change (2022/2023)	-1.5% (2022=24,779)	+25% (2022=4,280)	+8.08% (2022=6,385)	+2.4% (2022=29,059)

Comp Ticket Breakdown by Ticket Type and Day				
	Friday	Saturday	Sunday	Total Weekend Attendance
Media Pass	25	25	25	75
Volunteer Pass	297	297	297	891
Performer Pass	89	89	89	267
Food Vendor Pass	93	93	93	279
Artist Pass	388	388	388	1,164
Weekender Pass	310	310	310	930
Weekender Pass - Sponsor	290	290	290	870
Wristbands - KAC Member	14	10	3	27
Wristbands - Sponsor	27	294	234	555
Wristbands - Community Partners	26	76	74	176
Wristbands - Employee Friends & Family	38	38	40	116
Wristbands - Other	0	6	0	6
Daily Total	1,597	1,916	1,843	5,356

Based on statistical survey analysis by Lighthouse Research & Development, the estimated percentage of 2023 festival attendees who were Park City residents is 51%. Non-Park City residents accounted for 49% of total festival attendees. Of the 49% of festival attendees who are not Park City residents, approximately 52% were visiting Park City to primarily attend the arts festival. Given this information, Kimball Art Center assumes the below:

Attendance Breakdown of Park City Residents and Non-Residents		
Park City Resident Festival Attendance Percentage	Non-Park City Resident Festival Attendance Percentage	
51%	49%	
	Non-Residents Primarily Visiting Park City to Attend the Arts Festival	Non-Residents Not Primarily Visiting Park City to Attend the Arts Festival
	25.48%	23.52%

In 2023, the Park City Kimball Arts Festival saw attendance from all 50 states! Attendees also came from the District of Columbia, Puerto Rico, Canada, Mexico, and Germany. Utah attendees made up 77.5% of total attendance. Rounding out the top ten states for attendance are New York, Illinois, Nevada, Colorado, and Virginia.

Attendance by State		
Rank	State	Attendance
1	Utah	17,549
2	California	888
3	Texas	819
4	Florida	586
5	Arizona	292

Attendance Demographics: Age	
18-30	3%
31-45	13%
46-50	33%
61-70	35%
Over 70	16%

Attendance Demographics: Gender	
Male	32%
Female	67%

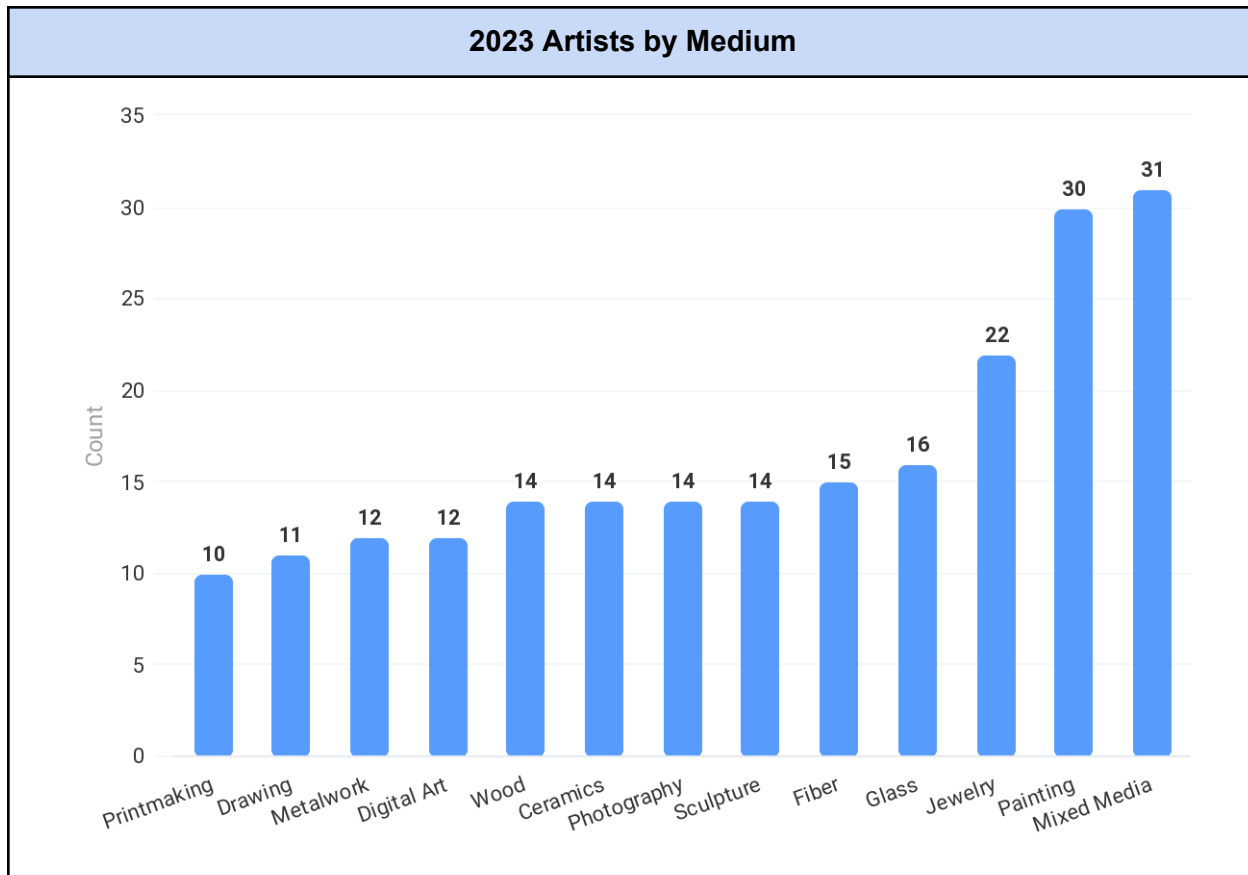
Attendance Demographics: Highest Level of Education	
Less than High School Grad	0%
High School Graduate	2%
Some College/Technical School	8%
Associates Degree	4%
College Graduate	41%
Post College Graduate	45%

Attendance Demographics: Household Income	
Under \$50,000	5%
\$50,000-\$99,000	13%
\$100,000- \$149,999	16%
\$150,000- \$200,000	16%
Over \$200,000	50%

Artist Demographics and Revenue

All artist demographic data was collected by the Kimball Art Center via Zapplication (artist management software). All artist and food vendor revenue and tax data was reported by the Utah State Tax Commision. Year over year equations were done by the Kimball Art Center.

2023 Artist Stats							
Total Participating Artists				198			
Total Applications Submitted				1,141			
States Represented				34, additional artists from Canada and Israel			
Utah Based Artists		Wasatch Back Artists		Emerging Artists		First-Time Exhibiting at PCKAF	
Count	%	Count	%	Count	%	Count	%
26	13%	10	5%	14	7%	65	33.5%



Artist and Food Vendor Reported Revenue and Direct Tax					
Reported Income	2019	2021	2022	2023	YoY Change (2022/2023)
Art Sales	\$1,211,375.47	\$1,852,443.98	\$1,864,799.78	\$2,005,337.02	+7.5%
Food Sales	\$36,916.01	\$35,983.14	\$39,171.99	\$19,358.93*	TBD
Total Reported Income	\$1,248,291.48	\$1,888,427.12	\$1,903,971.76	\$2,024,695.95	+6.3%
Tax Revenue from Artist and Food Vendor Sales	\$112,970.38	\$170,902.65	\$172,159.09	\$181,483	+5.4%

*As of 10/1/23 only 5 out of 12 vendors have filed tax returns with Utah State Tax Commission

Economic Impact Data

Economic impact data came from Lighthouse Research & Development, Inc. and calculations made by Kimball Art Center. Lighthouse Research & Development provided the demographic breakdown outlined in the Attendance section of this report as well as all data points for attendees primarily visiting Park City to attend the arts festival. They also provided all information on estimated spending per attendee throughout the weekend.

Based on the data reported by Lighthouse Research & Development, Inc., Kimball Art Center has made the following assumptions regarding the demographic breakdown of festival attendees:

- Non-Residents Primarily Visiting Park City to Attend the Arts Festival: 25.48%
- Non-Residents Not Primarily Visiting Park City to Attend the Arts Festival: 23.52%
- Park City Residents: 51%

Values:

A = Impact of attendees visiting Park City primarily to attend the arts festival

B = Impact of attendees not visiting Park City primarily to attend the arts festival

C = Impact of Park City Residents

D = Impact of total arts festival attendance

Equations used: $D = (A \div 25.48)100$

Economic Impact Breakdown by Festival Attendee Group and Expenditure Type				
Expenditures by Type	Fiscal Impact from Attendees Visiting Park City Primarily to Attend the Arts Festival (25.48% of total attendance)*	Fiscal Impact by Attendees Visiting Park City Not Primarily to Attend in the Arts Festival (23.52% of total attendance)**	Fiscal Impact by Park City Residents (51% of total attendance)**	Fiscal Impact by All Arts Fest Attendees (100% of total attendance)**
Hotel	\$1,134,803.25	\$1,047,510.69	-	\$2,182,313.94
Restaurant	\$854,034.30	\$788,339.35	\$1,709,409.31	\$3,351,782.97
Retail	\$1,357,854.75	\$1,253,404.38	\$2,717,841.14	\$5,329,100.27
Other	\$3,836,639.10	\$3,541,513.02	\$7,679,301.18	\$15,057,453.30
Total	\$7,183,331.40	\$6,630,767.44	\$12,106,551.63	\$25,920,650.48

*Types of other expenditures include but are not limited to purchases at the arts festival, recreation, grocery shopping, and gasoline

Tax Revenue Breakdown by Festival Attendee Group and Tax Type

Tax Type	Tax Revenue from Attendees Visiting Park City Primarily to Attend the Arts Festival (25.48% of total attendance)*	Tax Revenue by Attendees Visiting Park City Not Primarily to Attend in the Arts Festival (23.52% of total attendance)**	Tax Revenue by Park City Residents (51% of total attendance)**	Taxes Revenue by All Arts Fest Attendees (100% of total attendance)**
Park City Tax Revenue	\$136,483.30	\$125,984.58	\$273,180.86	\$535,648.74
Local Sales and Use	\$35,916.66	\$33,153.84	\$71,889.70	\$140,960.20
Resort Community Tax	\$79,016.65	\$72,938.45	\$158,157.34	\$310,112.44
Mass Transit	\$21,549.99	\$19,892.30	\$43,133.81	\$84,576.10
Summit County Tax Revenue	\$67,726.10	\$62,516.40	\$135,558.52	\$265,801.02
RAP	\$7,183.33	\$6,630.77	\$14,377.94	\$28,192.03
County Option Sales	\$17,958.33	\$16,576.92	\$35,944.85	\$70,480.10
Tourism Restaurant	\$8,540.34	\$7,883.39	\$17,094.09	\$33,517.82
Transient Room	\$34,044.10	\$31,425.32	\$68,141.64	\$133,611.07
Utah State Tax Revenue	\$35,916.66	\$33,153.84	\$71,889.70	\$140,960.20
Total	\$240,126.06	\$221,654.82	\$480,629.08	\$942,409.97

*One-half of Local Sales and Use Tax paid is returned to the city of origin and one-half is distributed statewide based on population

Estimated Spending per Attendee throughout the Weekend by Expenditure Type

Expenditure Type	All Attendees		Attendees Visiting Park City Primarily to Attend the Arts Festival	
	Mean	% of the Sum	Mean	% of the Sum
Lodging	\$93.82	10.90%	\$148.05	15.80%
Restaurants	\$122.99	14.30%	\$111.42	11.90%
Other Food and Beverage	\$25.21	2.90%	\$22.22	2.40%
Recreation	\$17.22	2.00%	\$5.73	0.60%
Retail Shopping	\$112.04	13.00%	\$143.37	15.30%
Gasoline	\$12.16	1.40%	\$11.56	1.20%
Arts Festival	\$460.48	53.50%	\$483.25	51.60%
Other	\$16.28	1.90%	\$11.56	1.20%
Sum of Means	\$860.20	100%	\$937.16	100%
Avg. Spending per Person	\$854.42	-	\$948.87	-

Kimball Art Center Staff and Volunteer Commitment

All staff and volunteer data was collected by the Kimball Art Center.

Kimball Art Center Staff

Through full-time, part-time, and contract employment, Kimball Art Center invested a total of \$260,400 into the cultural job sector for arts festival staffing. Planning and production time for the arts festival amassed a total of 7,470.84 staff hours.

Staff Hours Worked	
Year-Round Kimball Art Center Staff	5,397.92
Temporary Festival Staff	2,072.92
Operations Team	1,327
Education Teachers	48.5
Gate Admissions Team	458.42
Volunteer Management Team	239
Total Staff Hours	7,470.84

Volunteers

Festival volunteer efforts were greatly improved in 2023 due in part to Kimball Art Center's new Volunteer Coordinator, Kristi Wilson. Kristi and Kimball staff worked to reduce the overall number of volunteer shifts needed to create a safe and fun festival by bringing on more contracted vendors to run key festival operations. These areas included ID check stations at alcohol consumption areas and VIP food and beverage service.

Total Festival Volunteers: 297

- 471 shifts filled out of 532 total shifts during and leading up to the festival
 - 85% sign up rate
- 2,117 total volunteer hours

Sustainability Data

In 2023 Kimball Art Center started a new recycling reporting system to provide better year over year analysis for Park City Municipal Corporation. While this system worked well for recycling reporting, we are still working on getting accurate landfill data for the festival weekend. This is difficult to report due to the number of trash receptacles along the street and dumpsters used throughout the weekend. Kimball Art Center is looking forward to working with our waste management contractors and city staff to find a better way to collect landfill waste data. All 2023 recycling data was collected by Momentum Recycling.

Pounds of Recycling Reported		
	2022	2023
Glass Recycling	510lbs	620 lbs
Mixed Recycling	135 lbs	150 lbs
Food Waste	320 lbs	320 lbs
Total Pounds Collected	965 lbs	1,092 lbs

Bike Valet

For the 2023 festival, Kimball Art Center partnered with the Park City Mountain Bike team to run the bike valet. Approximately 100-150 bikes were stored in the complementary bike valet each day. The Kimball Art Center provided bike valet racks and hang tags and PCMB provided a branded shade tent, staffing, and other promotional materials. PCMB collected all tips for the bike valet. Kimball is excited to continue this partnership for future festivals.



Paid Media Impressions and Performance

*All paid media data was collected by the Kimball Art Center

Channel	Impressions	Performance	KAC Spend
parkcitykimballartsfestival.org	// 57,000 unique users		
Paid Facebook & Instagram In-State	639.71	7,131 clicks 2.3% CTR	\$3,616.35
Paid Facebook & Instagram Out-of-State	307,417	7,118 clicks 3.83% CTR	\$2,000
Genius Monkey Digital Programmatic In-State	534,409	2,248 clicks .42% CTR	\$2,000
Genius Monkey Digital Programmatic Out-of-State	847,234	3,103 clicks .37% CTR	\$3,000
Sojern	842,916	438 clicks .05% CTR	\$5,057
Blip - Wasatch Front Digital Billboards	1,169,479	28,746	\$4,285.71
Park Record Print - June, July & August	39,154	65 clicks / .17% CTR	\$4,000
Town Lift	155,829	179 / .11% CTR	MG
TOTAL	3,954,078	49,028 / 1.3% CTR	\$20,343

Reflection and Growth

During the 2023 festival, Kimball Art Center implemented improvements and changes to the Park City Kimball Arts Festival based on community and artist feedback. We're excited to continue to accept and process feedback and improve the arts festival as we move into 2024.

2023 Initiatives

- Invested in evergreen (no date or year) signage to use for the next 3-5 years
 - Opens up opportunities to reallocate a portion of the arts festival expense budget to other KAC programs.
 - Evergreen signage helps the Kimball move towards our sustainability goals.
- Improved recycling plan
 - Worked with Momentum to increase mixed recycling, glass recycling, and compost stations throughout the festival.
 - Recruited and trained Green Team volunteers to monitor waste stations in high traffic areas to help reduce contamination.
- Strengthened KAC connection to Main Street
 - Offered Main Street employees who are not Summit County residents entry to locals night.
 - Offered an online request form for employee access pass requests and door-to-door delivery.
 - Facilitated an artist lunch program with Main Street restaurant, Big Dipper.
- Continued to highlight KAC programs and mission throughout festival
 - Triangle shaped murals created by Kimball Art Center's off-site program participants were placed in front of 501 on Main and The Brick.
 - Curated student and teacher art pop-up exhibit in the VIP Lounge.
 - Meet the Artist signage in the Creation Station
- Increased spanish translations through out the festival
- Donated wristbands to the Park City Community Foundation to distribute to Solomon Fund participants and to the Peace House.

Growth Opportunities

- Create opportunities for all arts festival attendees to feel able to participate in the event
- Strengthen engagement and promotion of artist community, including local artists
- Continue to develop accessible and diverse programming that communicates the importance and value of supporting artists and art education
- Improve sustainability efforts, including transportation and landfill diversion
- Continue to prioritize highlighting KAC programs and mission throughout festival

[†] 2019 Totals: \$26,366,156 total economic impact, \$112,945.15 total tax revenue, \$1,248,291.48 total revenue, \$1,211,375.47 art sales revenue, \$36,916.01 food sales revenue.

^{† †} 2021 Totals: \$14,079,908.81 total economic impact, \$470,036.50 total tax revenue, \$1,888,427.12 total revenue, \$1,852,443.98 art sales revenue, \$35,983.14 food sales revenue

^{† † †} 2022 Totals: \$23,282,293.79 total economic impact, \$748,151.19 total tax revenue, \$1,903,971.76 total revenue, \$1,864,799.78 art sales revenue, \$39,171.99 food sales revenue

Exhibit B KAC Economic and City Service Fee Summary 2018 to 2023							
Item	2018	2019	2021	2022	2023 Estimate	2023 Actual	
Contract Term	5 year + 2, 1 year extensions (2017 to 2023, no event in 2020 due to pandemic)						
Number of Days	3	3	3	3	3	3	
Attendance							
Total Attendance	49,921	53,550	26,853	29,059	TBD	29,700	
Locals Tickets	4,286	7,145	4,576	6,385	TBD	6,901	
Top State Attendance	Utah	Utah	Utah	Utah	TBD	Utah	
Top 4 States Attendance	California, Texas, Flordia, Arizona	California, Texas, Florida, Arizona	California, Texas, Florida, Arizona	Texas, California, Florida, Arizona	TBD	Texas, California, Florida, Arizona	
Economic Impact							
Overall Economic Impact	\$23,314,237	\$26,366,146	\$14,079,909	\$23,282,294	TBD	\$25,000,000	
Estimated Park City Taxes	\$233,142	\$263,661	\$267,518	\$442,363	TBD	\$535,649	
Average Spending Per Person	\$915	\$492	\$1,521	\$1,208	TBD	\$854	
Number of Artists							
Total Artist Represented	227	218	191	184	TBD	198	
Wasatch Back	NA	NA	17	14	TBD	10	
In State	52	NA	29	34	TBD	26	
Out of State	175	NA	145	150	TBD	172	
Sustainability Measures							
Recycled/Composted	NA	NA	12,112 lbs	965 lbs	TBD	1,092 lbs	
Transportation Measures							
Bike Valet Total	NA	NA	NA	450	TBD	450	
Parking Rate	\$5/hr, max \$18	\$5/hr, max \$18	\$5/hr, max \$18	\$7/hr, max \$30 from 10:00 to 4:00 p.m.	\$8/hr, max \$35	\$8/hr, max \$35	
Parking Occupancy	85% or higher	85% or higher	85% or higher	85% or higher	TBD	85% or higher	
Transit Ridership	35,765	34,426	21,280	29,059	TBD	28,436	
Fees and Costs							
Annually Fees Waived Up To	\$180,000	\$180,000	\$180,000	\$180,000	\$180,000	\$180,000	
Actual Fees	\$148,288	\$152,552	\$149,095	\$81,270	TBD	\$120,884	
Fees Paid to City Annually	\$10,000	\$10,000	\$10,000	\$10,000	TBD	\$10,000	
*Attendance fluctuates based on better data and calculations. KAC does not believe attendance has gone down.							
Detailed Fees							Notes
Special Event Application Fee	\$160	\$640	\$640	\$640	\$1,038	\$518	This is the new Special Event Fee at the CIE rate, which was adopted as part of FY24 Fee Schedule.
Fire & Building Permit	\$203	\$203	\$218	\$218	\$1,900	\$1,010	This includes after hours fees and time for staff to do inspections.
Parking Services - Removal of Parking	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	Per current fee schedule - remove parking for 3 days on Main Street
Parking Services - Parking Spaces	\$0	\$0	\$0	\$0	\$36,000	\$36,000	\$30/day for 400 parking spaces for 3 days - Swede Alley Surface, Bob Wells, Flagpole, Wasatach Brew Pub, China Bridge
Building Maintenance	\$1,500	\$1,500	\$1,500	\$1,500	\$3,000	\$3,000	Extra restroom cleanings. Arts Fest pays separately for increased trash removal on Main Street through a contractor.
Transit Operations	\$70,000	\$72,473	\$72,473	\$21,987	\$25,000	\$17,040	\$150/hour rates estimate.
Banner Installation	\$800	\$800	\$5,300	\$5,300	\$3,000	\$2,872	Actual cost is \$2,872, because a UDOT permit was not required due to Park's coordination.
Public Safety - Police	\$62,625	\$66,937	\$55,963	\$38,625	\$55,000	\$27,750	Some police positions were not filled.
Mobile Command	\$0	\$0	\$0	\$0	\$450	\$450	Per Fee Schedule
Equipment & VMS	\$3,000	\$0	\$3,000	\$3,000	\$13,000	\$12,032	Public Works estimate includes type 1, bus lane and equipment including VMS + PW man hours to implement.
Kane Security	\$0	\$0	\$0	\$0	\$20,000	\$5,075	Hard Cost - Residential, Taxi and Bollard Management
Trash & Recycling Services	\$0	\$0	\$0	\$0	\$2,000	\$17,620	Hard Cost - Extra Dumpsters and Increased Dumps
Community Engagement & Outreach	\$0	\$0	\$0	\$0	\$2,000	\$750	For Event Impact Notices, Impact Map and Boots on the Ground Outreach
Total	\$148,288	\$152,553	\$149,094	\$81,270	\$172,388	\$134,117	

City Council Staff Report



Subject: Honoring Chief Wade K. Carpenter- International Association of Chiefs of Police President 2023-2024
Author: Captain Darwin Little, Captain Rob McKinney, EA Beth Bynan
Department: Police
Date: October 26, 2023
Type of Item: Informational

Summary

This report informs City Council that on October 17, 2023, Chief Wade Carpenter became the new President of the International Association of Chiefs of Police ([IACP](#)). This is an incredible honor for Park City and Police Chief Carpenter, and the first time this post has been occupied by a Police Chief from the State of Utah.

Background

The International Association of Chiefs of Police (IACP) is the world's largest and most influential professional association for police leaders. With more than 33,000 members in over 170 countries, the IACP is a recognized leader in global policing, committed to advancing safer communities through thoughtful, progressive police leadership. Since 1893, the association has been serving communities by speaking out on behalf of law enforcement and advancing leadership and professionalism in policing worldwide.

The IACP is known for its commitment to enhancing community safety by shaping the future of the police profession. Through timely research, programming, and unparalleled training opportunities, the IACP is preparing current and emerging police leaders—and the agencies and communities they serve—to succeed in addressing the most pressing issues, threats, and challenges of the day.

Chief Carpenter's leadership role with the IACP has continuously held the Park City Police Department at the frontier of best and emerging practices in law enforcement for over 15 years. For example, the Park City Police Department was the first police department in Utah to implement body-worn cameras, well ahead of state mandates. Throughout the 130-year history of the IACP, Chief Carpenter is the first Chief from Utah. As IACP President, Chief Carpenter will continue to elevate the Park City Police Department as a beacon of forward-thinking policing worldwide.

Additionally, the Park City Police Department has displayed the principles and carried out the pledge of the [IACP Trust Building Campaign](#). The key components of the IACP's Trust Building Initiative are: Training, Policy, Transparency, Recruitment and Retention,

Victim Services, Community Outreach and Leadership. Our pledge to these principles ensures that we remain committed to maintaining a safe and welcoming community that is consistent with Park City's values.

The Park City Police Department is honored to have its many achievements recognized by Federal Government body camera grant funding, the Utah Chiefs of Police Association Award (2017), the Patrick J Flemming Award for Excellence in Public Service (2017), and the Covid-19 Response Appreciation Award from the University of Utah (2020).

While the department is confident in this community policing model, we also continue to seek new policing policies and remain willing to listen, learn, and grow to maintain alignment with Park City's core values and maintain the best interests of the community.

Many dignitaries from Utah traveled to San Diego to commemorate Chief Carpenter being sworn in as the IACP's next president including: Mayor Worel, Utah Attorney General Sean Reyes, Chief Leo Lucey, and Chief Deputy Spence Austin from the Utah Attorney General's Office, Summit County Sheriff Frank Smith, County Councilor Malena Stevens, Captain Rob McKinney, Lieutenant Vai Lealaitafea, former Summit County Sheriff Dave Edmunds, Lone Peak Chief and Utah Chiefs of Police Association President Brain Gwilliam, Iron County Sheriff Ken Carpenter, Wasatch County Sheriff Jared Rigby, US Marshal Justin Martinez, West Jordan Chief Ken Wallentine and other dignitaries from across the globe including retired Israeli Commanders Yitzhak and Ronit Almog.

The Park City Police Department is extremely honored to work under the direction of Chief Carpenter and celebrate his IACP presidency.

(see biography below)

Biography

Chief Carpenter has served as the Chief of Police in Park City, UT since 2008, and has been in law enforcement for over 36 years, 22 of those as chief. He currently sits on the IACP Executive Board, and he oversees the IACP Firearms Committee, IACP Arson and Explosives Committee, and IACP Patrol and Tactical Operations Committee. He is also a past president of the Utah Chiefs of Police Association.

Chief Carpenter's experience, law enforcement involvement, and accomplishments include being the two term-president of the Utah Chiefs of Police Association, the Chairman of the Utah Peace Officer Standards and Training Council, Chairman of the Utah State Intelligence Analysis Center, and supervising logistics for the Sundance Film festival and the annual FIS Freestyle Ski World Cup. He sits on the founder's board for the Utah 1033 Fallen Officer Foundation, and the executive board for the FBI Joint Terrorism Task Force. Chief Carpenter is also the co-founder of Leaders for Life, an anti-bullying program.



Photo cred: Tanzi Propst



Staff Communication

Subject: Sales Tax, Budget Monitoring, and Operating Insights
Author: Budget Team
Department: Budget
Date: October 26, 2023
Type of Item: Informational

July Sales Tax Update

Park City's economy showed signs of growth in July as the City's sales taxes, excluding Transit and Transient Room taxes, were up 8.9% from July FY23. On the lodging front, Transient Room taxes exhibited a reduction in July FY24, down -4.0%. Transit sales taxes posted an increase of 9.72% from last July.

In the City's General Fund, these effects translated into a similarly sized 8.53% increase in sales tax revenues from the previous July. General Fund sales tax revenues were 16.89% above the City's planned and expected revenue budgets for the month.

Trends in the City's Capital and Transportation funds, which also receive sales tax revenues, broadly mirrored the trends seen in the General Fund.

July State Compliance Monthly Budget Reporting

The attachments to this report show monthly revenue and expenditure reports detailed by fund and major object type. There may be discrepancies in YTD actuals vs. estimated budget in some cases due to program seasonality, the timing of payments, capital projects, and bond transactions. One month into the fiscal year, revenue and expenses are on track with expectations, project timelines, and program seasonality.

Notable Observations:

Revenues

- Due to timing, July sales tax journal entries were not recorded at the time of this report
- Year-to-date Planning, Building, and Engineering fees are tracking slightly above budget and FY23
- Increase in Water revenue vs FY23 due to timing of 3rd quarter surplus water lease
- Golf revenue continues to track above budget and previous years
- Parking revenue is tracking \$40k above budget and \$90k over FY23

Expenditures

- Personnel budgets are tracking under, as expected, due to vacancies in new FY24 positions
- Special Service Contracts are in process but not yet awarded or funded
- Variances in Capital expenditures in various funds due to project timelines, invoicing, completion dates, and carry-forward amounts

Exhibit A: Revenue Summary by Object and Type

Exhibit B: Expense Summary by Object and Type

FY24 - July YTD Revenue	FY22	FY23	YTD Actuals	YTD Monthly Budget Estimate	Variance YTD Actual vs Monthly Esmt \$	Variance YTD Actual vs Monthly Esmt %	FY24 Budget
- 011 GENERAL FUND							
Property Taxes							\$ 13,109,914
Sales Tax							\$ 18,759,861
Franchise Tax							\$ 3,591,845
Licenses	\$ 3,992	\$ 9,179	\$ 17,269	\$ 6,390	\$ 10,879	170%	\$ 412,920
Planning Building & Engineering Fees	\$ 469,456	\$ 412,363	\$ 621,943	\$ 595,903	\$ 26,040	4%	\$ 4,137,954
Special Event Fees	\$ 8,000	\$ 9,144	\$ 6,410	\$ 3,846	\$ 2,564	67%	\$ 322,924
Federal Revenue					\$ -		\$ 48,362
State Revenue				\$ (195)	\$ 195	-100%	\$ 68,086
County/SP District Revenue					\$ -		\$ 21,827
Cemetery Charges for Services	\$ 705	\$ 2,470	\$ 4,831	\$ 43,804	\$ (38,973)	-89%	\$ 228,269
Recreation	\$ 261,933	\$ 223,735	\$ 258,841	\$ 261,809	\$ (2,968)	-1%	\$ 2,715,675
Other Service Revenue				\$ 780	\$ (780)	-100%	\$ 56,768
Library Fees	\$ 2,480	\$ 1,418	\$ 1,936		\$ 1,936		
Misc. Revenues	\$ 17,293	\$ 4,168	\$ 4,403	\$ 939	\$ 3,464	369%	\$ 686,242
Interfund Transactions (Admin)	\$ 186,275	\$ 221,667	\$ 246,634	\$ 237,303	\$ 9,331	4%	\$ 4,011,403
Special Revenues & Resources	\$ 507,493	\$ 504,529			\$ -		
Total 011 GENERAL FUND	\$ 1,457,626	\$ 1,388,672	\$ 1,162,267	\$ 1,150,578	\$ 11,688	1%	\$ 48,172,050
- 012 QUINNS RECREATION COMPLEX							
Recreation	\$ 143	\$ 152	\$ 114	\$ 215	\$ (101)	-47%	\$ 4,806
Ice	\$ 31,718	\$ 36,389	\$ 50,699	\$ 59,161	\$ (8,461)	-14%	\$ 716,838
Misc. Revenues	\$ 70	\$ 4	\$ (6)		\$ (6)		\$ 1,212
Total 012 QUINNS RECREATION COMPLEX	\$ 31,930	\$ 36,545	\$ 50,808	\$ 59,376	\$ (8,569)	-14%	\$ 722,856
- 023 LOWER PARK AVE RDA SPECIAL REVENUE FUND							
Property Taxes				\$ 4,333	\$ (4,333)	-100%	\$ 4,252,000
Total 023 LOWER PARK AVE RDA SPECIAL REVENUE FUND				\$ 4,333	\$ (4,333)	-100%	\$ 4,252,000
- 024 MAIN STREET RDA SPECIAL REVENUE FUND							
Property Taxes					\$ -		\$ 11,319
Total 024 MAIN STREET RDA SPECIAL REVENUE FUND					\$ -		\$ 11,319
- 031 CAPITAL IMPROVEMENT FUND							
Sales Tax					\$ -		\$ 16,329,673
Planning Building & Engineering Fees	\$ 54,818	\$ 19,710	\$ 51,654	\$ 63,248	\$ (11,595)	-18%	\$ 419,695
Federal Revenue				\$ 2,457	\$ (2,457)	-100%	\$ 29,478
State Revenue					\$ -		\$ 62,171

FY24 - July YTD Revenue	FY22	FY23	YTD Actuals	YTD Monthly Budget Estimate	Variance YTD Actual vs Monthly Esmt \$	Variance YTD Actual vs Monthly Esmt %	FY24 Budget
County/SP District Revenue					\$ -		\$ 50,000
Misc. Revenues	\$ 9,901	\$ 12,367	\$ 29,107	\$ 25,702	\$ 3,405	13%	\$ 3,503,219
Special Revenues & Resources	\$ 364	\$ 278	\$ 661		\$ 661		
Bond Proceeds				\$ 2,500,000	\$ (2,500,000)	-100%	\$ 30,000,000
Total 031 CAPITAL IMPROVEMENT FUND	\$ 65,084	\$ 32,355	\$ 81,421	\$ 2,591,407	\$ (2,509,986)	-97%	\$ 50,394,236
- 033 REDEVELOPMENT AGENCY-LOWER PRK							
Interfund Transactions (CIP/Debt)	\$ 257,711	\$ 257,711	\$ 257,711	\$ 232,577	\$ 25,134	11%	\$ 3,092,532
Total 033 REDEVELOPMENT AGENCY-LOWER PRK	\$ 257,711	\$ 257,711	\$ 257,711	\$ 232,577	\$ 25,134	11%	\$ 3,092,532
- 034 REDEVELOPMENT AGENCY-MAIN ST							
Interfund Transactions (CIP/Debt)	\$ 58,333	\$ 58,333			\$ -		
Total 034 REDEVELOPMENT AGENCY-MAIN ST	\$ 58,333	\$ 58,333			\$ -		
- 038 EQUIPMENT REPLACEMENT CIP							
Interfund Transactions (CIP/Debt)	\$ 132,133	\$ 132,133	\$ 157,133	\$ 153,884	\$ 3,249	2%	\$ 1,885,600
Total 038 EQUIPMENT REPLACEMENT CIP	\$ 132,133	\$ 132,133	\$ 157,133	\$ 153,884	\$ 3,249	2%	\$ 1,885,600
- 051 WATER FUND							
Planning Building & Engineering Fees	\$ 202,249	\$ 64,023	\$ 219,670	\$ 117,228	\$ 102,442	87%	\$ 750,000
Water Charges for Services	\$ 19,702	\$ 5,768	\$ 372,863	\$ 7,051	\$ 365,812	5188%	\$ 22,487,920
Misc. Revenues	\$ 4,240	\$ 36,338	\$ 69,260	\$ 11,316	\$ 57,944	512%	\$ 388,887
Bond Proceeds				\$ 1,039,781	\$ (1,039,781)	-100%	\$ 12,477,367
Total 051 WATER FUND	\$ 226,190	\$ 106,129	\$ 661,793	\$ 1,175,376	\$ (513,583)	-44%	\$ 36,104,174
- 052 STORM WATER FUND							
Water Charges for Services	\$ 26	\$ 10	\$ (49)	\$ (144)	\$ 95	-66%	\$ 2,000,000
Total 052 STORM WATER FUND	\$ 26	\$ 10	\$ (49)	\$ (144)	\$ 95	-66%	\$ 2,000,000
- 055 GOLF COURSE FUND							
Recreation	\$ 454,643	\$ 455,057	\$ 502,648	\$ 330,797	\$ 171,851	52%	\$ 1,406,143
Misc. Revenues	\$ 8	\$ 0	\$ 401		\$ 401		\$ 40,128
Interfund Transactions (CIP/Debt)	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ -	0%	\$ 25,000
Total 055 GOLF COURSE FUND	\$ 456,734	\$ 457,140	\$ 505,131	\$ 332,880	\$ 172,251	52%	\$ 1,471,271
- 057 TRANSPORTATION & PARKING FUND							
Sales Tax					\$ -		\$ 15,425,176
Licenses	\$ 2,973	\$ 3,866	\$ 9,416	\$ 3,417	\$ 5,999	176%	\$ 981,896
Federal Revenue	\$ (2,148)			\$ (1,042)	\$ 1,042	-100%	\$ 21,713,819
Transit Charges for Services			\$ 368	\$ 4,001	\$ (3,633)	-91%	\$ 85,740
Misc. Revenues	\$ 6,755			\$ 6,701	\$ (6,701)	-100%	\$ 270,552

FY24 - July YTD Revenue	FY22	FY23	YTD Actuals	YTD Monthly Budget Estimate	Variance YTD Actual vs Monthly Esmt \$	Variance YTD Actual vs Monthly Esmt %	FY24 Budget	
Special Revenues & Resources					\$ -		\$ 216,418	
Total 057 TRANSPORTATION & PARKING FUND	\$ 7,579	\$ 3,866	\$ 9,784	\$ 13,077	\$ (3,293)	-25%	\$ 38,693,601	
- 058 PARKING FUND								
Fines & Forfeitures	\$ 344,802	\$ 336,923	\$ 425,774	\$ 385,360	\$ 40,414	10%	\$ 2,995,080	\$ 88,851
Total 058 PARKING FUND	\$ 344,802	\$ 336,923	\$ 425,774	\$ 385,360	\$ 40,414	10%	\$ 2,995,080	
- 062 FLEET SERVICES FUND								
Interfund Transactions (Admin)	\$ 198,425	\$ 228,785	\$ 279,501	\$ 263,819	\$ 15,682	6%	\$ 3,354,000	
Total 062 FLEET SERVICES FUND	\$ 198,425	\$ 228,785	\$ 279,501	\$ 263,819	\$ 15,682	6%	\$ 3,354,000	
- 064 SELF INSURANCE FUND								
Misc. Revenues	\$ 22,917	\$ 29,167	\$ 37,500	\$ 33,462	\$ 4,038	12%	\$ 450,000	
Interfund Transactions (Admin)	\$ 131,955	\$ 141,165	\$ 153,954	\$ 153,880	\$ 74	0%	\$ 1,847,445	
Total 064 SELF INSURANCE FUND	\$ 154,872	\$ 170,332	\$ 191,454	\$ 187,342	\$ 4,112	2%	\$ 2,297,445	
- 070 SALES TAX REV BOND - DEBT SVS FUND								
Misc. Revenues	\$ 8,427	\$ 25,713	\$ 117,414		\$ 117,414			
Interfund Transactions (CIP/Debt)	\$ 580,185	\$ 580,733	\$ 580,443	\$ 571,164	\$ 9,279	2%	\$ 6,965,316	
Total 070 SALES TAX REV BOND - DEBT SVS FUND	\$ 588,612	\$ 606,446	\$ 697,857	\$ 571,164	\$ 126,693	22%	\$ 6,965,316	
- 071 DEBT SERVICE FUND								
Property Taxes					\$ -		\$ 9,478,438	
Misc. Revenues	\$ 0	\$ 2	\$ 76		\$ 76			
Total 071 DEBT SERVICE FUND	\$ 0	\$ 2	\$ 76		\$ 76		\$ 9,478,438	
- Grand Total								
TOTAL	\$ 3,980,057	\$ 3,815,382	\$ 4,480,661	\$ 7,121,028	\$ (2,640,367)	-37%	\$ 211,889,918	
Total without Bond Transactions and Debt Service	\$ 3,391,445	\$ 3,208,936	\$ 3,782,804	\$ 3,010,084	\$ 772,720	26%	\$ 162,447,235	

FY24 - July 2023 YTD Expenses	FY22	FY23	YTD Actuals	YTD Monthly Budget Estimate	Variance YTD Actual vs Monthly Esmt \$	Variance YTD Actual vs Monthly Esmt %	FY24 Budget
- 011 GENERAL FUND							
PERSONNEL SERVICES	\$ 1,382,174	\$ 1,556,394	\$ 1,663,998	\$ 2,545,514	\$ (881,517)	-35%	\$ 33,994,582
MATERIALS, SUPPLIES AND SERVICES	\$ 68,325	\$ 72,331	\$ 125,072	\$ 128,705	\$ (3,632)	-3%	\$ 1,544,459
UTILITIES	\$ 4,171	\$ 2,480	\$ 5,996	\$ 160,476	\$ (154,481)	-96%	\$ 1,925,714
CONTRACT SVCS/CONSULTING/SOFTWARE LIC	\$ 507,589	\$ 116,619	\$ 163,233	\$ 498,105	\$ (334,872)	-67%	\$ 5,977,261
PARTS/MAINTENANCE SUPPLIES	\$ 55,504	\$ 73,972	\$ 113,037	\$ 155,121	\$ (42,084)	-27%	\$ 1,861,453
SPECIAL SERV CONTRACT/MISC CHARGES	\$ 10,826	\$ 22,410	\$ 237,607	\$ 175,175	\$ 62,432	36%	\$ 2,102,100
CAPITAL OUTLAY	\$ 8,175	\$ 1,841	\$ 155,788	\$ 65,444	\$ 90,345	138%	\$ 785,322
INTERFUND TRANSFER	\$ 257,065	\$ 286,649	\$ 348,682	\$ 348,680	\$ 2	0%	\$ 4,184,157
Total 011 GENERAL FUND	\$ 2,293,829	\$ 2,132,696	\$ 2,813,412	\$ 4,077,220	\$ (1,263,807)	-31%	\$ 52,375,048
- 012 QUINNS RECREATION COMPLEX							
PERSONNEL SERVICES	\$ 51,391	\$ 52,317	\$ 57,702	\$ 93,180	\$ (35,478)	-38%	\$ 1,244,390
MATERIALS, SUPPLIES AND SERVICES		\$ 1,290	\$ 2,182	\$ 5,745	\$ (3,563)	-62%	\$ 68,940
UTILITIES	\$ 901	\$ 1,453	\$ 717	\$ 12,251	\$ (11,535)	-94%	\$ 147,017
CONTRACT SVCS/CONSULTING/SOFTWARE LIC	\$ 6,805	\$ 6,956	\$ 19,902	\$ 10,034	\$ 9,867	98%	\$ 120,410
PARTS/MAINTENANCE SUPPLIES	\$ 275	\$ 2,996	\$ 4,070	\$ 4,752	\$ (682)	-14%	\$ 57,020
SPECIAL SERV CONTRACT/MISC CHARGES	\$ 2,010	\$ 2,048	\$ 2,139	\$ 1,917	\$ 222	12%	\$ 23,000
CAPITAL OUTLAY				\$ 83	\$ (83)	-100%	\$ 1,000
Total 012 QUINNS RECREATION COMPLEX	\$ 61,381	\$ 67,059	\$ 86,711	\$ 127,962	\$ (41,251)	-32%	\$ 1,661,777
- 023 LOWER PARK AVE RDA SPECIAL REVENUE FUND							
MATERIALS, SUPPLIES AND SERVICES	\$ 2,581			\$ 833	\$ (833)	-100%	\$ 10,000
UTILITIES	\$ 77	\$ 34	\$ 85	\$ 759	\$ (674)	-89%	\$ 9,109
CONTRACT SVCS/CONSULTING/SOFTWARE LIC	\$ 180			\$ 5,833	\$ (5,833)	-100%	\$ 70,000
SPECIAL SERV CONTRACT/MISC CHARGES				\$ 47,333	\$ (47,333)	-100%	\$ 568,000
INTERFUND TRANSFER	\$ 257,711	\$ 257,711	\$ 257,711	\$ 257,711	\$ -	0%	\$ 3,092,532
Total 023 LOWER PARK AVE RDA SPECIAL REVENUE FUND	\$ 260,549	\$ 257,745	\$ 257,796	\$ 312,470	\$ (54,674)	-17%	\$ 3,749,641
- 024 MAIN STREET RDA SPECIAL REVENUE FUND							
CONTRACT SVCS/CONSULTING/SOFTWARE LIC		\$ 4,800		\$ 4,167	\$ (4,167)	-100%	\$ 50,000
SPECIAL SERV CONTRACT/MISC CHARGES				\$ 33,750	\$ (33,750)	-100%	\$ 405,000
INTERFUND TRANSFER	\$ 58,333	\$ 58,333			\$ -		
Total 024 MAIN STREET RDA SPECIAL REVENUE FUND	\$ 58,333	\$ 63,133		\$ 37,917	\$ (37,917)	-100%	\$ 455,000
- 031 CAPITAL IMPROVEMENT FUND							
PERSONNEL SERVICES	\$ 1,761	\$ 896	\$ 996		\$ 996		
CAPITAL OUTLAY	\$ 110,509	\$ 243,981	\$ 195,651	\$ 4,056,281	\$ (3,860,630)	-95%	\$ 48,675,370

FY24 - July 2023 YTD Expenses	FY22	FY23	YTD Actuals	YTD Monthly Budget Estimate	Variance YTD Actual vs Monthly Esmt \$	Variance YTD Actual vs Monthly Esmt %	FY24 Budget
INTERFUND TRANSFER	\$ 347,886	\$ 348,090	\$ 347,873	\$ 347,873	\$ -	0%	\$ 4,174,476
Total 031 CAPITAL IMPROVEMENT FUND	\$ 460,156	\$ 592,967	\$ 544,520	\$ 4,404,154	\$ (3,859,634)	-88%	\$ 52,849,846
- 033 REDEVELOPMENT AGENCY-LOWER PRK							
CAPITAL OUTLAY		\$ 4,500	\$ 38	\$ 37,083	\$ (37,045)	-100%	\$ 445,000
INTERFUND TRANSFER	\$ 232,299	\$ 232,643	\$ 232,570	\$ 232,570	\$ -	0%	\$ 2,790,840
Total 033 REDEVELOPMENT AGENCY-LOWER PRK	\$ 232,299	\$ 237,143	\$ 232,608	\$ 269,653	\$ (37,045)	-14%	\$ 3,235,840
- 034 REDEVELOPMENT AGENCY-MAIN ST							
CAPITAL OUTLAY				\$ 12,500	\$ (12,500)	-100%	\$ 150,000
Total 034 REDEVELOPMENT AGENCY-MAIN ST				\$ 12,500	\$ (12,500)	-100%	\$ 150,000
- 038 EQUIPMENT REPLACEMENT CIP							
CAPITAL OUTLAY		\$ 40,307	\$ 194,949	\$ 163,717	\$ 31,232	19%	\$ 1,964,600
Total 038 EQUIPMENT REPLACEMENT CIP		\$ 40,307	\$ 194,949	\$ 163,717	\$ 31,232	19%	\$ 1,964,600
- 051 WATER FUND							
PERSONNEL SERVICES	\$ 188,225	\$ 220,085	\$ 269,349	\$ 369,464	\$ (100,114)	-27%	\$ 4,934,076
MATERIALS, SUPPLIES AND SERVICES	\$ 11,681	\$ 89,367	\$ 75,873	\$ 47,085	\$ 28,788	61%	\$ 565,020
UTILITIES	\$ 2,135	\$ 2,258	\$ 5,407	\$ 117,810	\$ (112,403)	-95%	\$ 1,413,719
CONTRACT SVCS/CONSULTING/SOFTWARE LIC	\$ 60,575	\$ 57,223	\$ 113,138	\$ 164,767	\$ (51,629)	-31%	\$ 1,977,206
PARTS/MAINTENANCE SUPPLIES	\$ 66,454	\$ 66,840	\$ 118,438	\$ 122,963	\$ (4,525)	-4%	\$ 1,475,550
SPECIAL SERV CONTRACT/MISC CHARGES	\$ 9,454	\$ 14,643	\$ 24,679	\$ 15,267	\$ 9,413	62%	\$ 183,200
CAPITAL OUTLAY	\$ 26,223	\$ 138,873	\$ (938,491)	\$ 848,150	\$ (1,786,641)	-211%	\$ 10,177,805
DEBT SERVICE	\$ (20,666)	\$ 98,287	\$ (25,361)	\$ 783,655	\$ (809,016)	-103%	\$ 9,403,863
INTERFUND TRANSFER	\$ 91,036	\$ 111,854	\$ 128,070	\$ 215,721	\$ (87,651)	-41%	\$ 2,588,649
Total 051 WATER FUND	\$ 435,117	\$ 799,430	\$ (228,898)	\$ 2,684,881	\$ (2,913,779)	-109%	\$ 32,719,089
- 052 STORM WATER FUND							
PERSONNEL SERVICES	\$ 38,144	\$ 49,939	\$ 34,303	\$ 49,619	\$ (15,316)	-31%	\$ 662,651
MATERIALS, SUPPLIES AND SERVICES	\$ 2,044			\$ 5,250	\$ (5,250)	-100%	\$ 63,000
UTILITIES	\$ 142	\$ 75	\$ 81	\$ 3,635	\$ (3,555)	-98%	\$ 43,621
CONTRACT SVCS/CONSULTING/SOFTWARE LIC	\$ 764	\$ 294	\$ 20,104	\$ 12,469	\$ 7,635	61%	\$ 149,625
PARTS/MAINTENANCE SUPPLIES			\$ 3,000	\$ 3,451	\$ (451)	-13%	\$ 41,406
CAPITAL OUTLAY				\$ 105,125	\$ (105,125)	-100%	\$ 1,261,500
INTERFUND TRANSFER	\$ 11,288	\$ 13,115	\$ 14,492	\$ 14,492	\$ 0	0%	\$ 173,903
Total 052 STORM WATER FUND	\$ 52,381	\$ 63,423	\$ 71,980	\$ 194,041	\$ (122,061)	-63%	\$ 2,395,706
- 055 GOLF COURSE FUND							
PERSONNEL SERVICES	\$ 64,964	\$ 67,631	\$ 81,595	\$ 83,179	\$ (1,583)	-2%	\$ 1,110,825

FY24 - July 2023 YTD Expenses	FY22	FY23	YTD Actuals	YTD Monthly Budget Estimate	Variance YTD Actual vs Monthly Esmt \$	Variance YTD Actual vs Monthly Esmt %	FY24 Budget
MATERIALS, SUPPLIES AND SERVICES	\$ 118	\$ 1,969	\$ 3,744	\$ 6,142	\$ (2,397)	-39%	\$ 73,700
UTILITIES	\$ 18,937	\$ 16,544	\$ 52	\$ 11,277	\$ (11,225)	-100%	\$ 135,320
CONTRACT SVCS/CONSULTING/SOFTWARE LIC	\$ 19,466	\$ 4,885	\$ 14,290	\$ 8,319	\$ 5,971	72%	\$ 99,825
PARTS/MAINTENANCE SUPPLIES	\$ 19,152	\$ 26,302	\$ 48,038	\$ 27,900	\$ 20,138	72%	\$ 334,800
SPECIAL SERV CONTRACT/MISC CHARGES	\$ 7,523	\$ 6,979	\$ 8,428	\$ 3,625	\$ 4,803	133%	\$ 43,500
CAPITAL OUTLAY		\$ 3,155		\$ 23,577	\$ (23,577)	-100%	\$ 282,928
INTERFUND TRANSFER	\$ 11,865	\$ 14,008	\$ 14,996	\$ 14,995	\$ 1	0%	\$ 179,945
Total 055 GOLF COURSE FUND	\$ 142,024	\$ 141,473	\$ 171,144	\$ 179,013	\$ (7,870)	-4%	\$ 2,260,843
- 057 TRANSPORTATION & PARKING FUND							
PERSONNEL SERVICES	\$ 420,282	\$ 427,362	\$ 562,861	\$ 879,191	\$ (316,330)	-36%	\$ 11,741,329
MATERIALS, SUPPLIES AND SERVICES	\$ 12,135	\$ 18,870	\$ 2,539	\$ 27,702	\$ (25,162)	-91%	\$ 332,422
UTILITIES	\$ 953	\$ 1,030	\$ 1,551	\$ 34,110	\$ (32,559)	-95%	\$ 409,320
CONTRACT SVCS/CONSULTING/SOFTWARE LIC	\$ 1,355	\$ 83,298	\$ 88,561	\$ 238,080	\$ (149,519)	-63%	\$ 2,856,960
PARTS/MAINTENANCE SUPPLIES				\$ 3,083	\$ (3,083)	-100%	\$ 37,000
SPECIAL SERV CONTRACT/MISC CHARGES	\$ 122	\$ 558	\$ 1,296	\$ 1,375	\$ (79)	-6%	\$ 16,500
CAPITAL OUTLAY	\$ 109,097	\$ 13,224	\$ 157,009	\$ 1,497,820	\$ (1,340,810)	-90%	\$ 17,973,836
INTERFUND TRANSFER	\$ 275,542	\$ 299,395	\$ 322,735	\$ 322,736	\$ (1)	0%	\$ 3,872,831
Total 057 TRANSPORTATION & PARKING FUND	\$ 819,485	\$ 843,738	\$ 1,136,552	\$ 3,004,096	\$ (1,867,544)	-62%	\$ 37,240,198
- 058 PARKING FUND							
PERSONNEL SERVICES	\$ 41,983	\$ 56,138	\$ 59,883	\$ 95,265	\$ (35,382)	-37%	\$ 1,272,238
MATERIALS, SUPPLIES AND SERVICES	\$ 414	\$ 119	\$ 77	\$ 39,375	\$ (39,298)	-100%	\$ 472,500
UTILITIES	\$ 128	\$ 54	\$ 56	\$ 833	\$ (777)	-93%	\$ 10,000
CONTRACT SVCS/CONSULTING/SOFTWARE LIC	\$ 168	\$ 171	\$ 174	\$ 12,333	\$ (12,159)	-99%	\$ 148,000
PARTS/MAINTENANCE SUPPLIES				\$ 4,750	\$ (4,750)	-100%	\$ 57,000
SPECIAL SERV CONTRACT/MISC CHARGES	\$ 11,840	\$ 9,465	\$ 9,103	\$ 5,417	\$ 3,686	68%	\$ 65,000
CAPITAL OUTLAY				\$ 31,667	\$ (31,667)	-100%	\$ 380,000
INTERFUND TRANSFER	\$ 1,375	\$ 812	\$ 10,330	\$ 10,330	\$ (0)	0%	\$ 123,963
Total 058 PARKING FUND	\$ 55,908	\$ 66,758	\$ 79,623	\$ 199,970	\$ (120,347)	-60%	\$ 2,528,701
- 062 FLEET SERVICES FUND							
PERSONNEL SERVICES	\$ 60,933	\$ 57,909	\$ 71,679	\$ 97,568	\$ (25,888)	-27%	\$ 1,302,988
MATERIALS, SUPPLIES AND SERVICES	\$ 3,136	\$ 3,698		\$ 5,329	\$ (5,329)	-100%	\$ 63,950
UTILITIES	\$ 52,340	\$ 40,741	\$ 31,908	\$ 83,575	\$ (51,667)	-62%	\$ 1,002,900
CONTRACT SVCS/CONSULTING/SOFTWARE LIC				\$ 667	\$ (667)	-100%	\$ 8,000
PARTS/MAINTENANCE SUPPLIES	\$ 18,245	\$ 55,964	\$ 57,787	\$ 64,183	\$ (6,396)	-10%	\$ 770,200

FY24 - July 2023 YTD Expenses	FY22	FY23	YTD Actuals	YTD Monthly Budget Estimate	Variance YTD Actual vs Monthly Esmt \$	Variance YTD Actual vs Monthly Esmt %	FY24 Budget
CAPITAL OUTLAY				\$ 517	\$ (517)	-100%	\$ 6,205
Total 062 FLEET SERVICES FUND	\$ 134,654	\$ 158,313	\$ 161,374	\$ 251,839	\$ (90,465)	-36%	\$ 3,154,243
- 064 SELF INSURANCE FUND							
MATERIALS, SUPPLIES AND SERVICES			\$ 25,852	\$ 4,208	\$ 21,644	514%	\$ 50,500
CONTRACT SVCS/CONSULTING/SOFTWARE LIC	\$ 36,217	\$ 9,423	\$ 21,241	\$ 87,319	\$ (66,078)	-76%	\$ 1,047,829
SPECIAL SERV CONTRACT/MISC CHARGES	\$ 17,050	\$ 17,533	\$ 20,510	\$ 89,625	\$ (69,115)	-77%	\$ 1,075,500
Total 064 SELF INSURANCE FUND	\$ 53,267	\$ 26,955	\$ 67,603	\$ 181,152	\$ (113,549)	-63%	\$ 2,173,829
- 070 SALES TAX REV BOND - DEBT SVS FUND							
DEBT SERVICE				\$ 581,276	\$ (581,276)	-100%	\$ 6,975,316
Total 070 SALES TAX REV BOND - DEBT SVS FUND				\$ 581,276	\$ (581,276)	-100%	\$ 6,975,316
- 071 DEBT SERVICE FUND							
DEBT SERVICE				\$ 789,870	\$ (789,870)	-100%	\$ 9,478,438
Total 071 DEBT SERVICE FUND				\$ 789,870	\$ (789,870)	-100%	\$ 9,478,438
- Grand Total							
TOTAL	\$ 5,059,382	\$ 5,491,139	\$ 5,589,375	\$ 17,471,732	\$ (11,882,357)	-68%	\$ 215,368,114
Total without Bond Transactions and Debt Service	\$ 5,080,048	\$ 5,392,853	\$ 5,614,736	\$ 15,316,931	\$ (9,702,195)	-63%	\$ 207,809,574



PARK CITY COUNCIL MEETING MINUTES - DRAFT

445 MARSAC AVENUE

PARK CITY, SUMMIT COUNTY, UTAH 84060

September 14, 2023

The Council of Park City, Summit County, Utah, met in open meeting on September 14, 2023, at 4:15 p.m. in the City Council Chambers.

Council Member Gerber moved to close the meeting to discuss property at 4:15 p.m. Council Member Doilney seconded the motion.

RESULT: APPROVED

AYES: Council Members Dickey, Doilney, Gerber, and Rubell

EXCUSED: Council Member Toly

CLOSED SESSION

Council Member Rubell moved to adjourn from Closed Meeting at 5:15 p.m. Council Member Dickey seconded the motion.

RESULT: APPROVED

AYES: Council Members Dickey, Doilney, Gerber, and Rubell

EXCUSED: Council Member Toly

WORK SESSION

Council Member Doilney was excused at 5:15 p.m.

Health Update by Phil Bondurant, Summit County Health Director:

Phil Bondurant and Emily Quinton presented this item. Quinton reviewed climate change was part of public health. They scheduled events on environmental health as well as physical and mental health from climate change.

Bondurant gave an update on respiratory disease projections for this winter season and stated there were reports of new COVID variants that were coming to the U.S. The levels were assessed through measuring wastewater. He indicated they would monitor the COVID risk and promote vaccinations. He noted vaccines would be offered in October and he projected COVID would become a seasonal virus as other viruses. Council Member Gerber asked if children could receive the vaccination, to which Bondurant indicated one vaccination was approved for people ages 12 and up.

Bondurant indicated the flu virus was tracked in South America and the vaccine would address that virus when it appeared this winter. Respiratory Syncytial Virus (RSV) was another virus and this year there was a vaccine to help protect those at risk. He asked people to be wise this season and stay home when they were sick. They should also take preventative measures so viruses wouldn't spread.

Council Member Doilney returned at 5:26 p.m.

Council Member Dickey asked why Utah had a hospital spike for COVID. Bondurant thought people hospitalized for other reasons and they had COVID as well. Mayor Worel thanked them for presenting their information to Council.

REGULAR MEETING

I. ROLL CALL

Attendee Name	Status
Mayor Nann Worel – via Zoom Council Member Ryan Dickey Council Member Max Doilney Council Member Becca Gerber Council Member Jeremy Rubell Matt Dias, City Manager Margaret Plane, City Attorney Michelle Kellogg, City Recorder	Present
Council Member Tana Toly	Excused

II. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Council Questions and Comments

Council Member Rubell disclosed that New Business Item Five concerned the Park City Fire District, and he was chair of that control board. He thanked staff for a great Miners' Day event. Council Member Gerber attended the Seniors lunch this week and indicated it was great. Mayor Worel attended the Primary Election ballot audit. The election canvass would be held on the 19th to ratify the count. She also announced this Saturday she and Council Member Rubell would be at Rotary Park for the Council in the Park event.

Staff Communications Reports

1. Live Park City - Lite Deed Restriction Program Update:

Council Member Dickey praised this report. He discussed the Lease to Locals program other cities used and he wanted to discuss the program further when this item came back to Council.

1 **III. PUBLIC INPUT (ANY MATTER OF CITY BUSINESS NOT SCHEDULED ON**
2 **THE AGENDA)**

3
4 Mayor Pro Tem Gerber handled all public input for this meeting since Mayor Worel was
5 participating via Zoom. Mayor Pro Tem Gerber opened the meeting for any who wished
6 to speak or submit comments on items not on the agenda.

7
8 Ed Parigian via Zoom stated he went to Massachusetts and there was a thank you sign
9 posted for driving the speed limit. He proposed putting up positive signs for good driving
10 around town.

11
12 Mayor Pro Tem Gerber closed the public input portion of the meeting.

13
14 **IV. CONSIDERATION OF MINUTES**

15
16 **1. Consideration to Approve the City Council Meeting Minutes from August 22,**
17 **2023:**

18
19 Council Member Dickey moved to approve the City Council meeting minutes from
20 August 22, 2023. Council Member Gerber seconded the motion.

21 **RESULT: APPROVED**

22 **AYES:** Council Members Dickey, Doilney, Gerber, and Rubell

23 **EXCUSED:** Council Member Toly

24
25 **V. CONSENT AGENDA**

26
27 **1. Request to Approve Corrections to the Recreational General Obligation Bond**
28 **Authorizing Resolution:**

29
30 **2. Request to Approve the City Manager and Public Utilities Director's Execution**
31 **of an Emergency Construction Agreement with Silver Spur Construction, L.L.C.,**
32 **for the Heber Avenue Emergency Water Pipe Replacement Project, which**
33 **Replaces a 8-Inch Water Main and the Associated Pipe Appurtenances, Not to**
34 **Exceed \$450,000 in a Form Approved by the City Attorney:**

35
36 Council Member Doilney moved to approve the Consent Agenda. Council Member
37 Rubell seconded the motion.

38 **RESULT: APPROVED**

39 **AYES:** Council Members Dickey, Doilney, Gerber, and Rubell

40 **EXCUSED:** Council Member Toly

41
42 **VI. OLD BUSINESS**

1. Consideration to Approve a Property Lease with PC Tots for a Childcare Facility within the Park City Library in a Form Approved by the City Attorney in an Annual Amount of \$120.00:

Council Member Gerber disclosed her child attended PC Tots, but she was not part of the selection group for this lease.

Jenny Diersen and Sue Banerjee, PC Tots Executive Director, presented this item. Diersen stated the initial lease would be for two years and some extensions would be available. She reviewed the timeline with regard to the facility within the library and indicated this space could hold up to 20 children. She stated the City would subsidize the lease at approximately \$35,150 per year. She indicated there was a courtyard where the children could play and the City would make upgrades and maintain that space. She noted 15 City departments worked to make this lease happen.

Banerjee explained the services of PC Tots and noted they offered scholarships to low-income families. Mayor Worel asked why this space was not appropriate for infants. Banerjee stated the space came furnished for preschool children and they would maximize that space. Infant care required a higher ratio of caregivers and since this location was on the third floor, it would be difficult to evacuate infants. Mayor Worel asked if more infants would be taken at the other PC Tots location, to which Banerjee affirmed. Mayor Worel asked if this built capacity. Banerjee stated it helped the capacity for three-year olds.

Council Member Rubell asked if the infant spots would follow the prioritization waterfall. Banerjee explained that each September, the children were moved up to a different class so that would allow other infants to three-year olds to enter the program. She stated there were two to four spots for infants of City employees. Diersen noted there was a short window for City employees to apply for spots and if the spots weren't filled, then residents could fill those open spots. Council Member Rubell asked if the City would have reserved spots moving forward. Diersen stated there would be check ins.

Council Member Dickey asked why the cap was set at 10 spots for City employees. Banerjee stated that number was made because some of the children from the other location needed to move to the new location. Council Member Dickey asserted the City priority was to be a leader in childcare since it asked other businesses in the area to offer childcare. Tony Tyler, PC Tots Board Member, stated the allotment was a financial decision and this new facility would require over \$100,000 to operate. The 10 designated spots would meet a City priority as well as the PC Tots' priorities.

Mayor Pro Tem Gerber opened the public hearing.

Bill Ciraco stated he spent time with PC Tots to help them figure out ways to help the community need for childcare. He indicated the 0–3-year-olds needed one caregiver for every four children. He asked if library workers could be assigned to help PC Tots

1 evacuate the building if needed and noted that could help that space accommodate
2 younger children.

3
4 Ed Parigian supported this lease and thought the 10 spots reserved for City employees
5 was fair, but felt the other 10 spots should be for those in the community.

6
7 Diersen stated having the childcare center on the third floor was a risk because of
8 emergency evacuations and pointed out that all respondents to the RFP noted this
9 location was not conducive to infant care.

10
11 Mayor Pro Tem Gerber closed the public hearing.

12
13 Council Member Rubell thought this solution reflected the City's priorities and increased
14 capacity at the other location. PC Tots provided all-day, year-round care. He noted the
15 other entities that leased space in the library were all subsidized as well. Council
16 Member Doilney agreed with Council Member Rubell and noted that over the last few
17 months there was a push to support childcare and this facility would help make the City
18 a livable community.

19
20 Council Member Dickey moved to approve a property lease with PC Tots for a childcare
21 facility within the Park City Library in a form approved by the City Attorney in an annual
22 amount of \$120.00. Council Member Rubell seconded the motion.

23 **RESULT: APPROVED**

24 **AYES:** Council Members Dickey, Doilney, Gerber, and Rubell

25 **EXCUSED:** Council Member Toly

26
27 **2. Consideration to Approve Ordinance 2023-42, an Ordinance Amending Park**
28 **City Code Section 13-1-25 and Establishing the City's Designated Water Service**
29 **Area:**

30 Clint McAfee, Public Utilities Manager, presented this item and indicated these updates
31 were made to comply with state code. The current City code allowed the City to charge
32 double for properties outside the City limits. This was changed and those properties
33 would be charged the same rate as those within the City limits. Another amendment
34 required those living outside the City limits to petition to annex into the City limits. The
35 ordinance would also designate a water service boundary.

36
37 McAfee displayed a map of the City and noted properties that had the potential of
38 requesting water service. Mayor Worel asked if Mountain Top Subdivision petitioned for
39 annexation to which McAfee stated they petitioned to be in the water service district
40 because their petition was made prior to the changes in state code.

41
42 Council Member Rubell asked if impact fees were set specific to a project. McAfee
43 stated the impact fees were the same for all areas. Council Member Rubell asked if the

properties petitioning to annex or be part of the water service area could be required to pay impact fees. McAfee referred to Mountain Top Subdivision and explained the requirements for them to connect to the water, including the payment of impact fees, adding infrastructure, and then dedicating the infrastructure to the City. Council Member Rubell asked if requesters putting in their own infrastructure was a requirement for all properties or if it was discretionary. McAfee indicated there was no policy with that requirement. Council Member Rubell proposed adding language requiring those infrastructure additions to the policy for those requesting to be part of the water service area. Margaret Plane, City Attorney, asked if language should be in place for a petitioner who was annexed in or for the caveat proposed in the ordinance where the annexation was denied, to which Council Member Rubell stated language should be in place for those who requested service but were denied annexation. The language should require requesters to pay for all infrastructure associated with connecting to the system.

Council Member Doilney asked if there was infrastructure that wasn't owned by the City that the City maintained. McAfee couldn't think of an example. He thought there could be a requirement for requesters to upgrade their system before deeding it to the City. Plane indicated all water agreements would come to Council for approval. Matt Dias stated the code amendment was addressed and he asked McAfee to return to Council to discuss amending the policy.

Pro Tem Member Gerber opened the public hearing. No comments were given. Pro Tem Member Gerber closed the public hearing.

Council Member Doilney moved to approve Ordinance 2023-42, an ordinance amending Park City Code Section 13-1-25 and establishing the City's designated water service area. Council Member Dickey seconded the motion.

RESULT: APPROVED

AYES: Council Members Dickey, Doilney, Gerber, and Rubell

EXCUSED: Council Member Toly

3. Consideration to Approve Ordinance 2023-41, an Ordinance Approving an Extension of City Council's September 1, 2022, Approval of Ordinance No. 2022-33, an Ordinance Approving the Sommet Blanc Condominium Plat, Located at 9300 Marsac Avenue, Park City, Utah:

Alex Ananth, Senior Planner, presented this item and stated there were no changes to the project but the applicant needed an extension to the deadline for recording the plat.

Pro Tem Member Gerber opened the public hearing. No comments were given. Pro Tem Member Gerber closed the public hearing.

Council Member Doilney moved to approve Ordinance 2023-41, an Ordinance approving an extension of City Council's September 1, 2022, approval of Ordinance No. 2022-33, an ordinance approving the Sommet Blanc Condominium Plat, located at 9300 Marsac Avenue, Park City, Utah. Council Member Dickey seconded the motion.

RESULT: APPROVED

AYES: Council Members Dickey, Doilney, Gerber, and Rubell

EXCUSED: Council Member Toly

VII. NEW BUSINESS

1. Consideration to Approve Ordinance 2023-43, an Ordinance Approving the Studio Crossing Plat Amendment, Commercial Lots and Building Pods, Amending Lot 1B, Park City Film Studios First Amended Subdivision, Park City, Utah:

Alex Ananth, Senior Planner, with Trent Smith and Gary Crandall, applicant, were present for this item. Ananth summarized the plat amendment would subdivide Lot 1B, which would separate the market rate units from the affordable units. There were no changes to the plan. The subdivision would facilitate financing.

Pro Tem Member Gerber opened the public hearing. No comments were given. Pro Tem Member Gerber closed the public hearing.

Council Member Rubell moved to approve Ordinance 2023-43, an ordinance approving the Studio Crossing Plat Amendment, Commercial Lots and Building Pods, amending Lot 1B, Park City Film Studios First Amended Subdivision, Park City, Utah. Council Member Dickey seconded the motion.

RESULT: APPROVED

AYES: Council Members Dickey, Doilney, Gerber, and Rubell

EXCUSED: Council Member Toly

2. Consideration to Approve Ordinance No. 2023-44, an Ordinance Approving the Snow Flower Condominiums Fifth Amended Plat Amending Unit 70 Plat Amendment, Located at 401 Silver King Drive, Unit 70, Park City, Utah:

Spencer Cawley, Planner, presented this item and indicated this was Phase One of the project. He stated the common attic area would be converted to private area. Other units in the condo area had these same amendments. The parking was reduced for this unit and a note would be put on the plat amendment.

Council Member Rubell asked if this amendment could be approved for all units in the complex. Cawley stated the HOA would need to apply and they did not do that.

Pro Tem Member Gerber opened the public hearing. No comments were given. Pro Tem Member Gerber closed the public hearing.

Council Member Dickey moved to approve Ordinance No. 2023-44, an ordinance approving the Snow Flower Condominiums Fifth Amended Plat amending Unit 70 Plat Amendment, located at 401 Silver King Drive, Unit 70, Park City, Utah. Council Member Doilney seconded the motion.

RESULT: APPROVED

AYES: Council Members Dickey, Doilney, Gerber, and Rubell

EXCUSED: Council Member Toly

3. Consideration to Approve Ordinance 2023-45, an Ordinance Approving the Fifth Amendment to Trail's End at Deer Valley Condo Plat Amendment, Located at 2100 Deer Valley Drive, Park City, Utah:

Virgil Lund, Planner, presented this item and stated the purpose of the amendment was to increase square footage by extending the unit into the common space.

Pro Tem Member Gerber opened the public hearing. No comments were given. Pro Tem Member Gerber closed the public hearing.

Council Member Dickey moved to approve Ordinance 2023-45, an ordinance approving the Fifth Amendment to Trail's End at Deer Valley Condo Plat Amendment, located at 2100 Deer Valley Drive, Park City, Utah. Council Member Gerber seconded the motion.

RESULT: APPROVED

AYES: Council Members Dickey, Doilney, Gerber, and Rubell

EXCUSED: Council Member Toly

4. Consideration to Authorize the City Manager to Execute an Agreement with Fix and Finish, in a Form Approved by the City Attorney, Not to Exceed \$187,194 to Replace Nine Heating Ventilation and Air Conditioning Units at the Park City Ice Arena:

Mike Diersen and Amanda Angevine, Ice Arena, presented this item. Diersen stated the original units were installed in 2006 and needed to be replaced. Council Member Rubell asked if this was funded through the Joint Recreation Fund, to which Diersen affirmed.

Pro Tem Member Gerber opened the public input. No comments were given. Pro Tem Member Gerber closed the public input.

Council Member Doilney moved to authorize the City Manager to execute an agreement with Fix and Finish, in a form approved by the City Attorney, not to exceed \$187,194 to replace nine heating ventilation and air conditioning units at the Park City Ice Arena. Council Member Gerber seconded the motion.

RESULT: APPROVED

AYES: Council Members Dickey, Doilney, Gerber, and Rubell

EXCUSED: Council Member Toly

5. Request by Summit County to Approve an Interlocal Agreement (ILA) for Basic 911 Service between Summit County, Park City Fire District (PCFD), and Park City Municipal in a Form Approved by the City Attorney:

Mayor Worel noted this was continued from Tuesday's meeting. Jed Briggs, Budget Manager, reviewed the City, PCFD, North Summit Fire District (NSFD), and South Summit Fire District (SSFD) to sign interlocal agreements with Summit County. Chief Zanetti, PCFD, and Shayne Scott, Summit County Manager, were present for this item.

Council Member Dickey reviewed the equal funding model for the three fire districts and indicated Summit County viewed that equal funding as part of the ILA. He suggested verifying the county's intent instead of amending the ILA. Scott affirmed that summary was the understanding and the requirement for using general fund monies was to equally distribute funding to each fire district. Council Member Rubell stated current regulations required equal distribution, but this was a 20-year agreement, and he asked if that would remain the same if regulations changed. Margaret Plane stated the county defined basic and enhanced services the same in all the ILAs. The agreement bound the County to provide that funding at the defined level. The contract could not control something that changed statutorily. Council Member Dickey asked if state law held the county to equal funding or if it was the ILA. Scott stated the ILAs held the county to equal funding.

Council Member Gerber asked how the county general fund was funded, to which Scott stated it was through property taxes. Council Member Gerber asked if the county planned to raise property taxes to cover the costs of the ILA. Scott stated it was possible the county would raise property taxes to cover the ILA, childcare, senior services, new personnel, and COLAs. Mayor Worel stated there was concern from citizens on the new property tax evaluation, and she asked if that could help fund the ILA. Scott stated as property values increased, property tax rates decreased. The county could raise property taxes to keep that rate flat for the taxpayer. Margaret Plane clarified the agreement referenced the county's desire to use general funds, but it didn't bind them to only that.

Pro Tem Member Gerber opened the public input. No comments were given. Pro Tem Member Gerber closed the public input.

Council Member Doilney stated one reason for continuing this item was to consider reducing the term of the ILA. He thought the term might be reduced to 10 years so it could be reviewed. Council Member Dickey stated he was uncomfortable with a 20-year term. Council Member Rubell indicated the agreement would be void if the county

1 decided to use a different funding source. Scott stated the agreement referenced the
2 general fund and the county would be bound to use general fund money. Plane
3 indicated the agreement could be amended by the parties. Council Member Rubell was
4 comfortable with the 20-year term and noted the growth in the county was focused
5 outside PCFD. Council Member Gerber asked Chief Carpenter if there were typical ILA
6 terms with other entities, to which he stated they were all over in the matter of terms. He
7 felt there was a benefit to looking at the agreement every so often. Council Member
8 Rubell stated the agreement would be reviewed with any proposed changes, which
9 made him comfortable with the term. Council Member Dickey indicated this was an
10 advantageous deal for Park City.

11
12 Council Member Rubell asked if Park City would be under obligation if it signed and
13 another entity didn't sign. Scott stated the agreement wouldn't work unless every entity
14 signed. Plane stated the motion could make the approval contingent on other entities
15 approving the ILAs.

16
17 Council Member Doilney moved to approve an interlocal agreement for Basic 911
18 service between Summit County, Park City Fire District, and Park City Municipal in a
19 form approved by the City Attorney, contingent on other cities and districts entering into
20 substantially similar interlocal agreements. Council Member Dickey seconded the
21 motion.

22 **RESULT: APPROVED**

23 **AYES:** Council Members Dickey, Doilney, Gerber, and Rubell

24 **EXCUSED:** Council Member Toly

25
26 **VIII. ADJOURNMENT**

27
28 With no further business, the meeting was adjourned.
29
30
31

Michelle Kellogg, City Recorder



PARK CITY COUNCIL MEETING MINUTES - DRAFT

445 MARSAC AVENUE

PARK CITY, SUMMIT COUNTY, UTAH 84060

September 19, 2023

The Council of Park City, Summit County, Utah, met in open meeting on September 19, 2023, at 4:00 p.m. in the City Council Chambers.

SPECIAL MEETING

I. ROLL CALL

Attendee Name	Status
Mayor Nann Worel – via Zoom Council Member Ryan Dickey Council Member Max Doilney Council Member Becca Gerber Council Member Jeremy Rubell – via Zoom Council Member Tana Toly Matt Dias, City Manager Michelle Kellogg, City Recorder	Present
None	Excused

II. PUBLIC INPUT (ANY MATTER OF CITY BUSINESS NOT SCHEDULED ON THE AGENDA)

Mayor Worel opened the meeting for any who wished to speak or submit comments on items not on the agenda. No comments were given. Mayor Worel closed the public input portion of the meeting.

III. PRIMARY ELECTION CANVASS

1. Consideration to Adopt Resolution 17-2023, a Resolution of the Board of Canvassers Certifying the Official Canvassers' Report from the September 5, 2023, Municipal Primary Election for Park City, Utah:

Council Member Gerber moved to adopt Resolution 17-2023, a resolution of the Board of Canvassers certifying the official Canvassers' Report from the September 5, 2023, Municipal Primary Election for Park City, Utah. Council Member Toly seconded the motion.

RESULT: APPROVED

AYES: Council Members Dickey, Doilney, Gerber, Rubell, and Toly

IV. ADJOURNMENT

With no further business, the meeting was adjourned.

Michelle Kellogg, City Recorder



PARK CITY COUNCIL MEETING MINUTES - DRAFT
445 MARSAC AVENUE
PARK CITY, SUMMIT COUNTY, UTAH 84060

September 21, 2023

The Council of Park City, Summit County, Utah, met in open meeting on September 21, 2023, at 9:00 a.m. in the City Council Chambers.

SEMI-ANNUAL STRATEGIC PLANNING RETREAT

I. ROLL CALL

Attendee Name	Status
Mayor Nann Worel Council Member Ryan Dickey Council Member Max Doilney Council Member Becca Gerber Council Member Jeremy Rubell Council Member Tana Toly Matt Dias, City Manager Margaret Plane, City Attorney Michelle Kellogg, City Recorder	Present
None	Excused

II. PUBLIC INPUT (ANY MATTER OF CITY BUSINESS NOT SCHEDULED ON THE AGENDA)

Mayor Worel opened the meeting for any who wished to speak or submit comments on items not on the agenda. No comments were given. Mayor Worel closed the public input portion of the meeting.

III. STRATEGIC OBJECTIVES PRIORITIZATION EXERCISE & UPDATE

1. Review Previous and Current Council Survey Results:

Matt Dias, City Manager, reviewed a prior Council survey was given, and although it was not statistically relevant, it was very helpful and helped kick off the Homestake Affordable Housing project, the peak day traffic mitigation plan, the landscaping incentive program, soil remediation, childcare subsidy, trails, and other projects. Internally, the City was becoming more efficient with health insurance and the

1 procurement process was overhauled. The new Council survey showed different
2 findings, and Dias cautioned Council that any new programs would compete with the
3 budgeted items already in progress.

4
5 Jed Briggs reviewed there were seven strategic impact areas in the survey, including
6 Housing, Recreation, Equity, Transportation, Environment, Organizational
7 Infrastructure, and Resort Economy Balance. Within each of these categories,
8 questions were asked and Council prioritized them. There was discussion on increasing
9 the workforce affordable housing goal to a number higher than 15%. Working on other
10 modes of transportation was prioritized. Council Member Gerber noted car-optional
11 parking had been discussed for years, but now it seemed like a reality. Regarding the
12 environment, wildfire mitigation efforts and soil remediation were the top priorities.
13 Council Member Doilney noted zero waste was important, but since there was success
14 in that area, it was not considered a priority. He encouraged the group to continue
15 making it a priority. Council Member Rubell thought the City should be the example in
16 waste mitigation initiatives. Then other organizations should step up to continue the
17 push.

18
19 Equity included questions on finding an ongoing funding source for a childcare subsidy
20 and having a public/private partnership with the seniors for a senior center and senior
21 affordable housing. These both ranked high. Mayor Worel hoped the City could create a
22 multiculture committee, but noted it did not rank well amongst the Council. There was
23 agreement that the City could work with other organizations on this need for the
24 community. There was also discussion on refocusing efforts on the health, safety, and
25 welfare of the community. This was not highly prioritized because the City was doing
26 very well in this area.

27
28 Regarding Balance Resort Economy with Community, a question was posed about
29 Council continuing its role in the application process and public hearings. Dias noted the
30 State Legislature continued discussions about reducing the number of public hearings
31 for some land use issues. Some cities and towns only held public hearings on what was
32 statutorily required. Council Member Rubell noted strides were made in balancing the
33 priorities of the community with the priorities of the resorts. He supported streamlining
34 simple land use approvals. Council Member Gerber suggested having a review of what
35 needed to go to Council. Council Member Toly asked if those approvals could be on the
36 Consent Agenda. Council Member Doilney stressed public input should not be stifled for
37 development, but there were simple processes that could be looked at.

38
39 There was support on Recreation questions giving residents first priority for recreation
40 facility access as well as charging higher fees for non-resident recreation users. Council
41 Member Doilney asserted the City should be linked with Basin Rec and continue the
42 reciprocity agreement within the school district boundary. Mayor Worel indicated the
43 trails were overused and those should be looked at. Council Member Dickey stated the
44 new facilities would have a minority of resident users, and he hoped to look at ways to
45 cost share.

Briggs indicated the questions that scored higher than four would be considered priorities, questions scored between three and four would come back to Council for clarification, and questions scored under three would not be considered in the budget process.

IV. LONG-RANGE PLANNING INITIATIVES

1. Park City's General Plan:

Rebecca Ward reviewed the Planning Department's progress on code amendments, including the creation of an appeal board and the review process for plans such as plat amendments. She stated the General Plan was a community plan based on community engagement. It needed to take into account the surrounding communities and developments and it should be aspirational and goal oriented. She reviewed previous General Plans and indicated the current General Plan created neighborhoods for residential, commercial, and resort areas. It prioritized Main Street as the heart of the community, local businesses over chain businesses, open space, and affordable housing.

Ward stated in the Vision 2020 report the question asked was, "What are the tangible and intangible elements of the community, that if lost, would fundamentally change the character of Park City?" The report established five pillars and called for bold action on Environmental Leadership; Transportation Innovation; Sustainable Tourism; Arts, Culture, and Local Economy; and Affordability and Equity.

Ward indicated last September, Council gave direction to move forward with the Bonanza Park development. Studies were being conducted and community input was gathered to determine future focus for the area, and they would be finished by March, 2024. While this plan was being completed, staff recommended issuing an RFP for a consultant to help draft a new General Plan.

Council Member Dickey stated the State Legislature had considered making General Plans binding and he asked if an amendment should be made to the current General Plan to clarify some ambiguous areas. Ward thought that would be a good idea. Council Member Toly asked if the next General Plan would be smaller than the current one. Ward hoped some items would be consolidated. Council Member Toly asked how the bold solutions would fit in the General Plan. Ward stated the outlook would be for at least 10 years, and the plan could be updated at any time. Council Member Toly asked if there would be an Olympic focus in the RFP, to which Ward affirmed.

Council Member Rubell asked if a fixed bid with more weight on desired outcomes could be in the RFP. He asked that Planning could make a list of Council requests, the progress, and what next steps would be needed to move each request forward. Ward stated she could provide that information. Council Member Dickey did not want to overload staff. Council Member Doilney thought the 2014 General Plan goals and

objectives were still relevant today. Mayor Worel stated the 2014 General Plan process was arduous. She was pleased that part of the process would include ensuring the new General Plan aligned with the Land Management Code. Council Member Gerber asked to see more sustainable goals in the new General Plan.

Matt Dias stated Council had two options: Option One was to do everything in the new General Plan that was done before; and Option Two was do what was statutorily required, with those definitions. Council Member Dickey favored Option Two. Council Member Rubell suggested asking the bidders those options and have them bid on both.

2. Potential Historic Park City Area Plan:

Erik Daenitz, Economic Development Manager, presented this item and stated renewed investment in the historic area was needed. He reviewed \$20 million had been invested in this area in the last 20 years. A lot of the funds went to China Bridge parking, pocket parks, Old Town stairs, sidewalks, and natural gas sources.

Daenitz reviewed sales tax revenue on Main Street was still on a positive trend. Deer Valley was a big source of sales tax revenue. He noted visitors from the Wasatch Front or out of state were the top visitors and the City should seek to maintain those visits. He proposed infrastructure was needed, especially waterlines and sewer lines. Parking maintenance for China Bridge and waste management contracts were other needs. He thought an area plan would go into more detail on needs in this area and asserted Main Street had a potential for \$1 billion in growth.

Council Member Rubell asked if analysis was done to determine how proactive the City needed to be with infrastructure improvements, and gave an example of utility replacement on known streets versus making sidewalks wider or narrower without knowing what was underneath. Daenitz stated the known infrastructure could be replaced and plans made so construction wasn't duplicated. He felt this could be done in conjunction with the General Plan update and could follow the results of the Bonanza Park study when it was completed.

Council Member Dickey thought instead of siloed small area plans, this should be looked at as part of the General Plan. He liked the idea of the Main Street plan in general because the work needed to be done. Council Member Doilney stated the City should be proactive in addressing the needs of the area, but the recent focus had been Bonanza Park. The City didn't have the resources to do all projects. He favored replacing infrastructure but wanted to maintain the focus on Bonanza Park for now. Council Member Rubell felt the City could learn from the Bonanza Park process. If Option Three was preferred – a utilities analysis and construction plan with future growth in mind, along with an area plan - he wanted a narrow scope and noted this area did not need the vision other areas needed.

Council Member Toly stated this area was the focus of the community and all residents had ties to it. The Olympics were most likely coming, and they needed to decide if they

1 wanted Main Street to be the hub of the Olympics. She wanted to look at parking in Old
2 Town and stated empty lots were an opportunity for a new direction. Council Member
3 Gerber indicated she heard a lot regarding waterlines breaking and electricity going out
4 and she wanted those needs addressed as soon as possible. Other items such as
5 parking and waste management should be discussed with the Main Street businesses.
6 She hoped to see alignment with the neighbors, businesses, and the City on future
7 projects. While the General Plan was being updated, The Historic Park City Alliance
8 (HPCA) could discuss and propose projects the businesses would like to see.

9
10 Matt Dias stated Main Street meant a lot to the community. There were a lot of
11 infrastructure needs which would be disruptive to the community and would take years
12 to complete. When the infrastructure was replaced, there would be opportunities to
13 consider transformative projects. He liked prioritizing infrastructure replacement and
14 thought other projects could be done sequentially or concurrently with the General Plan.
15 Daenitz stated if vertical asset growth was combined with infrastructure replacement,
16 funding could be set up to cover the cost of both.

17
18 Council Member Doilney asserted if the infrastructure replacement was an urgent need,
19 the community needed to be made aware of the need and the project should move
20 forward. He didn't want to miss opportunities, but the City could not do everything
21 simultaneously and do it well. Council Member Dickey wanted to focus on specific
22 opportunities. There was competition with Canyons and Mayflower for visitation, and
23 visitation was important for Park City businesses. Council Member Rubell thought the
24 City should focus on the core improvements, and then leverage City assets to revitalize
25 visitation to the area. Daenitz stated key stakeholders would help determine the needed
26 capital investments. Dias indicated staff would narrow the scope and bring that back to
27 Council. Council Member Rubell recommended splitting the issue into two questions:
28 "What are the critical infrastructure improvements and what opportunities are related to
29 those improvements?" and "What are the opportunities that lie ahead once the City
30 finished the critical list of improvements?" He suggested backing into the answer of the
31 second question. Daenitz stated the questions posed in the presentation were needed.
32 Mayor Worel asked for a timeline for those needed projects.

34 **3. Rocky Mountain Power (RMP) Infrastructure:**

35 Luke Cartin, Environmental Sustainability Manager, presented this item. He displayed
36 the transmission lines in the City that tied into the Bonanza Park substation. The
37 substation needed to be in the area because of the electricity demand. It could not be
38 buried because it would conflict with water lines. He proposed a two-phase approach to
39 the substation. One was taking the Snyderville line to the base of Boot Hill by Zions
40 Bank underground. Then it would go above-ground to tie into the existing line. Cartin
41 asserted that undergrounding lines was very expensive, so he didn't recommend
42 undergrounding all the lines. This cost was estimated at \$9 million. The benefits of
43 Phase One were more plots would be available at the cemetery, the easement would be
44 removed on City-owned land, and undergrounding lines would reduce wildfire risk. The
45 con of the project was that it would have a high construction impact to the area.

Phase Two would require a new substation, undergrounding the Judge and Silver Creek transmission lines, rerouting all distribution lines, purchasing easements, and would have an estimated cost of \$50 million. Cartin stated this phase was a five-10 year project. He indicated a feasibility study for this would take up to six months. Phase One would be one season of construction.

Council Member Toly asked if removing the line in Bonanza Park would allow the City to increase height and density. Cartin stated the current lines limited building height. If they were removed, the only building limit would be from the land use code. Council Member Rubell stated it would be unwise to waste this space as the area was being developed and he felt it needed to be moved. He also noted RMP had authority to turn off power during high winds. Undergrounding the wires could resolve episodes of not having power in the area. He thought there could be financial leverage on the projects and other projects could be done in conjunction with undergrounding the lines. He supported the project.

Council Member Doilney favored moving the substation, but he was concerned the community would not approve of the cost. Cartin noted RMP was upgrading towers on SR-224 and they might upgrade the towers on the back side of Boot Hill in an effort to mitigate wildfires. An alternative route could be considered but the City would have to compensate the landowner for an aerial easement. Council Member Doilney favored doing the feasibility study and Phase One. He hoped RMP would help with that cost. Council Member Toly favored Phase One as well. Council Member Rubell indicated the \$50 million cost for Phase Two could be reduced significantly if the project was narrowed.

Council Member Dickey asked if the feasibility study would cover the questions about the substation move or just Phase Two. Cartin responded the feasibility study would cover Phase Two and would cost \$300,000-\$500,000 to lay out the entire plan. Council Member Dickey supported the feasibility study. Council Member Gerber stated there was always interest in moving the power lines off the five-acre site. She asked if part of the path could be above ground, to which Cartin affirmed. She favored moving forward with the feasibility study. Cartin asked if the study should include the overhead line assessment as well as undergrounding lines. Council Member Gerber asked for the cost difference with the options from the study.

4. Public Input on Long-Range Planning Initiatives:

Mayor Worel opened the meeting for public input.

Cynthia Washington 84098 asked Council to do intersectionality. There were a lot of projects, and they could be done in collaboration to save money.

Mark Fischer indicated he sold the five-acre parcel to the City five years ago. Moving the substation was the only way to unlock the full potential of the parcel. He wanted

1 compensation for having an aerial easement over his property because it wasn't fair if
2 the City performed work to help their property, but as a result his property would be
3 encumbered. Phase One could be done and it would increase the value of the land. It
4 would also be beneficial if the Olympics came to town.

5
6 Bill Ciraco 84060 agreed with Fischer and stated moving the substation would increase
7 the value of the property greatly.

8
9 Angela Moschetta 84060 supported Phase One with the underground option. She
10 indicated property owners could be asked to help fund the project since their land value
11 would be increased.

12
13 Dick Grannis 84060 lived behind Boot Hill and stated there was a great fire risk to that
14 area. He supported Phase One of the undergrounding project. He noted moving forward
15 with Phase Two would give the City an extra .8 acre to do something else with.

16
17 Ed Parigian via Zoom supported Phase One to remove the power station. He thought
18 the Bonanza Park area should be developed properly and this step was needed.

19
20 Mike Sweeney supported burying power lines and thought it was the way of the future.

21
22 Jane Riley 84060 indicated there would be no regrets with burying power lines.

23
24 Mayor Worel closed the public input.

25 26 **V. LEADERSHIP PARK CITY CLASS PROJECT - "LET'S TALK"**

27
28 Council Members Tanja Hanson and Malena Stevens, Summit County Council,
29 attended the "Let's Talk" discussion with the City Council members.

30 31 **VII. MAYOR'S TRANSPORTATION INITIATIVES**

32 33 **1. Winter Peak Traffic Mitigation Efforts Update:**

34 Andrew Leatham stated there was a lot of success last winter using the traffic mitigation
35 efforts and a lot of the same efforts would be used this year. He discussed the different
36 approaches. A peak day calendar would be posted online and color coded to show 66
37 peak days, which were 27 days less than last year. The days where traffic was not as
38 bad were removed in order to allow staff to focus on other priorities and ramp up for the
39 noted peak days. Residential protection would remain a focus as well as re-routing
40 traffic on 14th and 15th Streets for the entire winter season.

41
42 Leatham indicated some temporary traffic control measures would be implemented on
43 Christmas, MLK Day, and Presidents' Day. These controls would affect right turns at
44 Deer Valley Drive and Bonanza Drive, and Bonanza Drive and Kearns Boulevard.

2. Regional Transportation Convening and Emerging Disruptors Committee Updates:

Mayor Worel explained they had been meeting monthly on ways to improve traffic along the Wasatch Back. Alex Roy, Senior Transportation Planner, stated last fall the group got together and regional agencies were working to support each other. Discussions focused on project lists, which he would bring to the City Council in the future. Council Member Rubell asked if the SR248 bus lanes were functioning. Roy stated buses were using the shoulders, but further improvements were needed to make them full lanes.

Hannah Pack, Transportation Planner, stated a study was done for emerging disruptors to transportation. She displayed a list of ideas being considered. The committee discussed the top eight ideas individually and the findings would be presented to Council in November.

Herve Lavenant and Casey Christ, Emerging Disruptors Committee Members, presented some options. Lavenant reviewed visitor data in Park City. He promoted a non-stop bus connection from the Salt Lake City Airport to Park City. The airlines would book tickets to Park City and then handle getting the luggage from the planes to the buses. He indicated the resorts would need to partner to pick up their visitors and take them the last mile to the resorts. Christ stated the key to this idea was being able to provide dependable service. The service needed to be high-frequency and 24/7 year-round. It would also need to have a cost advantage over renting a car. The last mile challenge would be knowing when the bus would arrive and if the resort's visitors were on the bus. He felt this idea would set Park City apart from other destinations.

Josh Finken, Committee Member, discussed the one-way loop idea from Kearns to Park Avenue to Deer Valley Drive to Bonanza Drive. The group was not supportive of using this idea year-round, but there was interest in doing a pilot program. The PCCAPS students were looking at autonomous vehicle use in the City. Victoria Schlaepfer, Committee Member, reviewed the aerial gondola disruptive idea. The committee didn't recommend this idea for running along SR224 or SR248 because it would delay travel time. The recommended that gondolas go to the park and rides and then directly to the resorts. They were studying creative paths that could connect to the resorts.

Peter Tomai, Committee Member, indicated he looked at vehicle-free streets. The idea was really prioritizing people over cars. The group focused on temporary and special event street closures. They were looking at solutions for limited cars or timing of traffic. They thought this would encourage parking once and transit options. The locations being looked at were Main Street, Bonanza Park, and resort-type locations.

Steven Yevoli, Committee Member, stated the group was great to work with, but there were other constituencies who needed to be looked at. He thought the resorts could find other ways for visitors to enter, which would alleviate traffic. He also thought the ideas were 10-15 years away and the youth of today needed to be considered. With all the ideas, the City needed to remember to keep the City's identity. Pack stated the group

1 needed to look at tunnels and then a final report would be written and presented to
2 Council.

3
4 Council Member Toly asked if the group considered the street inclines in the study of
5 vehicle-free streets. Pack stated they did consider that and were discussing some form
6 of vehicles, such as the trolley, remaining on Main Street. Council Member Toly asked if
7 a one-way street could be considered for travelling to the resort, to which Pack stated
8 they did not consider that.

9
10 Council Member Dickey asked how to take the ideas deeper to become a reality. Pack
11 stated the group was setting parameters for the ideas and then Council would decide
12 how to advance them. Council Member Doilney asked if there was a problem for this
13 type of solution. He knew there were peak day traffic problems, but he wanted to know if
14 there were enough problems that required emerging disruptors. Council Member Rubell
15 agreed. Pack stated the group discussed the problems that each solution would solve.
16 They also wanted regional solutions. Council Member Rubell didn't know if the
17 community thought there was a broad traffic problem. He asked for community
18 feedback on their perception of the traffic problem.

19
20 Council Member Toly asked if they had talked to the schools and the associated
21 problems with students getting into the school parking lot. Pack stated PCCAPS would
22 work with their peers to understand that. Council Member Rubell asked the group to find
23 out how the ideas would affect parking.

24 25 **3. Gordo Property Feasibility:**

26 Mayor Worel reviewed Council requested that staff look at the Gordo property as a
27 possible park and ride. Heinrich Deters, Trails and Open Space Manager, reviewed the
28 different land acquisitions in the area. There were two current uses, one was
29 contaminated soils and one was that Public Works used the area for material recycling.
30 The City acquired a surplus parcel from UDOT in 2016 and could acquire another parcel
31 if Council favored that.

32
33 Ryan Blair stated he was working to perform a soil cleanup of the Gordo property. A soil
34 sampling and a risk assessment were performed on the parcel. The recommendation
35 was to haul off the contaminated soil. The next steps were to finalize the risk
36 assessment and make a corrective action plan. Then site remediation would take place
37 at a cost of \$3 million-\$4 million.

38
39 Council Member Gerber asked if hauling off the soil was better than capping it. Blair
40 indicated the risk assessment determined the action. It was evaluated from a
41 commercial and residential perspective and the assessment for both of those options
42 was to remove the soil.

43
44 Sarah Pearce stated the site was currently used for Public Works, but they would
45 discuss alternative uses. Alex Roy indicated they worked with Summit County to hire a

1 regional park and ride consultant to determine where park and rides were needed. He
2 projected the consultant would need a year to determine park and ride activation. He
3 noted the study was funded by UDOT. Julia Collins reviewed the history of park and ride
4 access on SR224 and SR248. John Robertson indicated the Gordo site was not
5 included in the first study for park and ride sites because that site was designated for
6 soils. The Gordo site scored high as an effective park and ride when analyzed. A rough
7 cost estimate for that project was \$31.8 million. The study didn't include pedestrian
8 connectivity and safety, sustainability, etc.

9
10 Daenitz stated surface parking would provide more than 800 parking spaces, but the
11 space could be maximized by building a parking structure to allow 200 affordable
12 housing units and some commercial space. He noted this could be a public/private
13 partnership and the housing developer would build the parking structure as part of the
14 agreement. Troy Daley stated the Public Works Department was currently recycling
15 concrete, asphalt, and other materials. He hoped to find an alternate space for this use
16 that would not impact his department too much. Robertson stated next steps would be
17 community outreach, rezoning if needed, acquiring consultant services, and finalizing
18 construction documents. This project could be completed in 2026 if the City was very
19 aggressive.

20
21 Matt Dias stated there was a demand letter and there would be construction going on to
22 remediate the soils. He asked if Council wanted to see other activity going on at the
23 same time when the site was disturbed. Council Member Doilney asked what soil was
24 being moved. He wanted to act if the price was \$3 million. Council Member Toly asked if
25 the Public Works and trailhead uses could still be there in conjunction with the park and
26 ride or mixed-use projects. Deters stated they would get direction from Council and
27 proceed with a consultant. Council Member Gerber noted \$4 million was set aside for
28 soil remediation. Blair stated \$4 million was set aside for Gordo specifically. The
29 Department of Environmental Quality (DEQ) was doing a risk assessment to determine
30 how much would need to be hauled off. The entire site would need soil remediation for
31 commercial or residential development, including just building a park and ride.

32
33 Council Member Rubell supported soil remediation for Gordo. He wanted to see
34 concepts of mixing different uses. Council Member Toly wanted to see a park and ride
35 in some capacity at the site. Council Member Gerber wanted to see what commercial
36 space would be at the site with affordable housing, and noted commercial space would
37 draw more traffic. Council Member Rubell supported working in partnerships. Council
38 Member Gerber asked if grants would be available for the park and ride. Pearce
39 indicated all staff's work showed a need for an intercept lot. She thought this location
40 would reduce traffic in town. Council Member Dickey thought this was a great place for
41 a park and ride and he wanted to have partnerships on the project. He liked having an
42 analysis of what could be partnered with the park and ride. He didn't think commercial
43 uses were needed at that location. Council Member Doilney agreed and indicated
44 benefits to the resorts were also benefits to residents. He liked having some commercial
45 to make a good arrival experience.

Council Member Gerber asked if the 1,000 parking spots for that location were based on development needs to which Daenitz affirmed. Dias summarized there was consensus to come back with concepts for the property.

4. Public Input on Mayor's Transportation Initiatives:

Mayor Worel opened the public input.

Katherine Fagin 84060 asked if there was a parallel topic for in-City transportation needs. She didn't go to Main Street anymore. She didn't have an in-town gas station anymore. She didn't think having less traffic coming into town benefited the residents. She didn't like the idea of penalizing residents for using cars when buses came at 30-minute intervals.

Cynthia Washington 84098 stated she loved today's meeting. She thought of Aspen, Colorado, and Martha's Vineyard, Massachusetts, which were similar cities to Park City. She favored transportation aligning with airline destinations and thought it was a brilliant idea.

John Greenfield 84060 stated a Gordo park and ride would not solve the SR248 backup from Highway 40. He asked if Council wanted to see a parking structure or a housing development in 10 years. He noted the Council survey scored more parking low. He favored only housing on the Gordo site. He suggested consulting with the new transportation director on this.

Ed Parigian supported Council's discussions today and he was proud the City was taking action to solve problems. He hoped infrastructure could be built on Main Street.

Angela Moschetta 84060 thought a parking structure in a housing development was dated. Everything pointed to taking cars off roads. The City had Richardson Flat for parking. She wanted to partner with MIDA and Extell to find solutions. Community engagement should look at Gordo along with other proposed projects.

VIII. CONSENT AGENDA

1. Request to Approve Park City's "For Argument" for the \$30 Million General Obligation Bond on the November 21, 2023 General Municipal Election Ballot:

Council Member Rubell moved to remove Item One from the Consent Agenda. Council Member Toly seconded the motion.

RESULT: APPROVED

AYES: Council Members Dickey, Doilney, Gerber, Rubell, and Toly

Council Member Rubell stated there was jargon on the aquatics and MARC remodel and it needed to be clarified to ensure voters knew that was not part of the bond. Council Member Dickey agreed. Dias stated it could be amended. Council Member Dickey didn't want to leave it out completely, but suggested language noting those projects were already approved using General Funds.

Michelle Kellogg, City Recorder, explained the City was required to produce a pro-statement for the bond. The City had solicited requests from active registered Park City voters to write pro-statements and con-statements regarding the bond. She noted she received one request to write a pro-statement. Both the City statement and the statement from the resident would be on the next agenda and Council would select which pro-statement would be used at the October 26th public meeting to discuss and take comments for and against the bond.

Council Member Gerber moved to approve Park City's "For Argument" for the \$30 million General Obligation Bond on the November 21, 2023, General Municipal Election ballot, in a form amended by the City manager as needed. Council Member Doilney seconded the motion.

RESULT: APPROVED

AYES: Council Members Dickey, Doilney, Gerber, Rubell, and Toly

ADJOURNMENT

With no further business, the meeting was adjourned.

Michelle Kellogg, City Recorder



PARK CITY COUNCIL MEETING MINUTES - DRAFT

**445 MARSAC AVENUE
PARK CITY, UTAH 84060**

September 28, 2023

The Council of Park City, Summit County, Utah, met in open meeting on September 28, 2023, at 3:15 p.m. in the City Council Chambers.

Council Member Toly moved to close the meeting to discuss property, personnel, and litigation at 3:15 p.m. Council Member Dickey seconded the motion.

RESULT: APPROVED

AYES: Council Members Dickey, Doilney, Gerber, Rubell and Toly

CLOSED SESSION

Council Member Dickey moved to adjourn from Closed Meeting at 4:15 p.m. Council Member Doilney seconded the motion.

RESULT: APPROVED

AYES: Council Members Dickey, Doilney, Gerber, Rubell and Toly

WORK SESSION

Vibrancy Commercial Storefront Ordinance Discussion:

Mindy Finlinson, Finance Manager, presented this item and reviewed the history of the current vibrancy ordinance, including ways to activate dark spaces on Main Street. She stated staff and the Historic Park City Alliance (HPCA) thought the ordinance worked well. Council Member Rubell thought a new ordinance could address the nuance of new owners who had the intent of making the space vibrant and he asked how that could be accommodated. Mayor Worel indicated the ordinance was set forth because some Main Street building owners played games in order to only open their spaces during the Sundance Film Festival. Sometimes owners would change the name of the business to meet the requirements for operating during Sundance. Council Member Doilney stated Council should look at the ordinance from a small business perspective. Sundance could be seed money to help them get started, and the owner could give a performance bond to the City to show good faith that they would continue to perform. He felt this would encourage business on Main Street. Dave Thacker, Chief Building Official, indicated there was a particular case where a business wanted to do renovations before

1 opening for Sundance. In this case, staff could issue a business license and then work
2 towards getting them a permit. He met with the owners of the building and discussed
3 options for getting a business license for the fourth quarter so they would qualify to
4 participate in Sundance.

5
6 Council Member Gerber stated many stakeholders collaborated on the current
7 ordinance. There were good reasons to have exceptions, and she recommended
8 including the stakeholders before making changes. Council Member Doilney did not
9 want to look at the ordinance for one particular space, but to analyze the ordinance
10 holistically to encourage business. Council Member Toly stated businesses that rented
11 their spaces for Sundance had to prep for months to meet the requirements. She liked
12 the idea of a performance bond and asked if it was legal to require one. Margaret Plane,
13 City Attorney, indicated she would look at it. Council Member Dickey asked for
14 clarification on what Thacker proposed. Thacker explained a business was considered
15 vibrant if they were active and operational 60 out of the 90 days of the previous quarter
16 from when they wanted to have their license active. He indicated there was a building
17 permit process and then staff would issue a business license. He proposed flipping the
18 process and issuing a business license first and then working on the building permit with
19 the business owner. Council Member Dickey hoped to find a way to help businesses
20 that was nonmonetary instead of requiring a performance bond. Council Member
21 Gerber wanted to include stakeholders in discussing the bond or one-time exceptions.
22 Council Member Toly noted there weren't many open buildings on Main Street. She
23 expressed concern that people would try to find loopholes to the code, such as counting
24 an Airbnb as a business. Mayor Worel summarized Plane would look at the legality of
25 performance bonds and staff would look at one-time exceptions. Jenny Diersen, Special
26 Events Manager, stated staff would inform Sundance of any ordinance change and they
27 would provide feedback. Matt Dias, City Manager, stated timing was essential and it
28 would be difficult to include a lot of stakeholders. Mayor Worel stated she didn't feel an
29 urgency with this ordinance as long as the one business had a path forward.

30 31 **PC Transit Update and Winter Service Discussion:**

32 Sarah Pearce, Deputy City Manager, presented this item and stated Transit wanted to
33 be more efficient on the Green and Blue routes that serviced the Thaynes
34 neighborhood. They also wanted to increase frequency on the Orange and Purple
35 routes from 30 minute to 15 minute intervals during peak times to accommodate the
36 workforce. Council Member Gerber asked about the microtransit route going to Silver
37 Lake. Pearce indicated they wanted to increase the fixed route frequency so
38 microtransit would not be needed as much. Council Member Rubell liked the Green and
39 Blue routes proposal, but he thought the Orange and Purple lines were oftentimes
40 empty. He didn't want microtransit going to Empire Pass and stated there were shuttles
41 that could take employees there. He thought microtransit should stay in the City's core.
42 He noted there should be a conversation on putting buses on Royal Street. Pearce
43 clarified they increased the frequency on the Red, Yellow, White, Teal, Trolley, and
44 Citywide routes last year and that schedule would remain the same this winter. Troy
45 Daley, Public Works Manager, reviewed the maintenance problems with the electric

1 buses and stated suppliers were slow to provide parts, but he felt he could keep the
2 buses on the road. Council Member Rubell stated there were many buses that were not
3 in operation last year, to which Pearce responded that was due to a bus driver shortage
4 and noted there were more drivers this year. Council Member Rubell asked for other
5 solutions for the high microtransit demand instead of increasing fixed route frequency.
6 He thought having a bus on Royal Street should be considered. Mayor Worel noted
7 ridership on Royal Street was assessed for a year and it was minimal.

8
9 Pearce discussed winter service from Richardson Flat and proposed that a new route
10 go from there to SnowPark and another route go from there to Park City Mountain.
11 Victoria Schlaepfer, Deer Valley Resort, stated the community wanted direct routes to
12 resorts and the City asked the resorts to contribute \$150,000 each for Transit to provide
13 that service. Deer Valley expanded employee beds and had them in Heber City. This
14 proposed service would help get those employees to work.

15
16 Kim Fjeldsted responded to a question on accidents and indicated the drivers were
17 trained to drive defensively. There had been an increase in accidents and there would
18 be increased training and rewards for good driving.

19
20 Mike Lewis, Park City Mountain (PCM) Senior Director of Base Operations, stated PCM
21 wanted to be a good community partner and was willing to contribute \$150,000 for
22 transit. He noted this was in addition to their own program at the base to improve
23 circulation. Their investment resulted in increased carpooling and reductions in cut-
24 through traffic in neighborhoods. They incentivized employees to carpool and use the
25 UTA vanpool program.

26
27 Pearce asked if Council supported the Richardson Flat winter transit proposal and noted
28 there would be a funding gap of \$133,530. Council Member Dickey appreciated the
29 resorts making a contribution, but indicated the City asked that the resorts pay half of
30 the Richardson Flat route since the riders were employees and day skiers. He didn't
31 want to run it just to run it. Council Member Toly asked if Deer Valley would still use
32 Treasure Mountain in the spring and Schlaepfer said no. Council Member Toly asked
33 how this would be marketed. Schlaepfer stated they would educate their staff and use
34 the RideOn app for employees to carpool. Lewis stated they would highlight Richardson
35 Flat as an option in addition to parking at the high school. Council Member Toly asked
36 the dates of service for the Richardson Flat routes, and it was indicated the routes
37 would be effective December 10th through April 15th.

38
39 Council Member Gerber thought the route would be beneficial if it got more people on
40 the bus and off the road. She asked if the frequency could be changed to make up the
41 cost difference. She supported moving ahead with implementing the routes and
42 appreciated the contribution from the resorts. She also supported filling the funding gap.
43 Council Member Toly asked if the service could end the first of April to decrease the
44 funding gap. Pearce stated they could look at that. Council Member Dickey stated this
45 proposal would not take cars off roads. Council Member Rubell asked what the public

benefit was to justify the City contributing to the routes. The City had much of the expense and risk. If a subsidized model was agreed to, then it would continue. He supported contributing half as originally proposed. Council Member Doilney stated it took a long time to change people's behavior and the City was trying a lot of different things. Even though the resorts weren't paying half the cost, it was important to continue trying new things. The City could always ask for more money from the resorts as these programs were successful. Council Member Rubell asked if other cities were asked to contribute to the routes since the service was helping their residents. Council Member Toly wanted this item to come back so Council could discuss taking out the first six days of the program and leaving out April. She thought this was what everyone was looking for and wanted to see a cost offset model so there was no funding gap.

REGULAR MEETING

I. ROLL CALL

Attendee Name	Status
Mayor Nann Worel Council Member Ryan Dickey Council Member Max Doilney Council Member Becca Gerber Council Member Jeremy Rubell Council Member Tana Toly Matt Dias, City Manager Margaret Plane, City Attorney Michelle Kellogg, City Recorder	Present
None	Excused

II. APPOINTMENT

1. Appointment of Carolyn Murray to the Neighborhoods First Streets Committee for a Two-Year Term Effective Immediately:

Council Member Gerber moved to appoint Carolyn Murray to the Neighborhoods' First Streets Committee for a two-year term effective immediately. Council Member Doilney seconded the motion.

RESULT: APPROVED

AYES: Council Members Dickey, Doilney, Gerber, Rubell and Toly

III. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Council Questions and Comments:

Council Member Toly indicated the Council retreat was great. She announced the scarecrow festival was going on at the McPolin Barn. She reminded the public to use Transit to Trails to see the fall colors. Council Member Rubell stated staff held a bike safety event at Parley's Park Elementary and they gave out bike helmets, bells, and stickers. He disclosed that for New Business Item Three, his family had a membership to Deer Crest Club, but that was not directly related to the item and it would not affect his decision. Council Member Dickey disclosed that for New Business Item Four, he held an ownership interest and would recuse himself. Council Member Gerber thanked staff for the nice Council retreat. Mayor Worel reminded people the Health Department recommended getting flu and other vaccines in October.

Staff Communications Reports:

1. City Council Protocols:

2. Winter 2023-24 Court Allocation Plan for Tennis and Pickleball:

3. Clark Ranch Land Use Feasibility Study Findings:

IV. PUBLIC INPUT (ANY MATTER OF CITY BUSINESS NOT SCHEDULED ON THE AGENDA)

Mayor Worel opened the meeting for any who wished to speak or submit comments on items not on the agenda.

Tim LaPage 84060 stated the winter pickleball hours had been amended and he encouraged the MARC to maximize the hours of court time. He felt pickleball and tennis players could play side by side. He talked to the president of the pickleball club and the president said he did not endorse the new hours.

Sara Berry 84060 thought the MARC, a public facility, should operate on a first come first served basis and should not be biased to tennis players. Currently, the indoor courts were prioritized for tennis players.

Gene DeSantis stated he went to another location and saw 130+ pickleball players and six tennis players over a three day period. He liked the bond proposition on the ballot for additional pickleball courts. He thought there was inequity for pickleball versus tennis players at the MARC and he sent Council an email proposing a discount for tennis players who used the bubble.

Christin LaPointe 84060 thought it was unfair to let courts sit empty if tennis players had one court. She requested sharing the bubble in a public facility.

Cheryl O'Connell 84060 stated she took the Summit County planning class last spring and then went to the Deer Valley open house. She proposed having no stop lights at

Deer Valley, but supported a roundabout. She asserted this would eliminate some light pollution. She had a design she would leave with the Engineering Department.

Greg Leitzke, Pickleball Club President, stated it was true Ken Fisher reached out to him with the proposed winter schedule, but when it was presented to the membership, there was pushback that tennis and pickleball could not be played together. Other sports could be played simultaneously and he knew it could happen at the MARC.

Mayor Worel closed the public input portion of the meeting.

V. CONSIDERATION OF MINUTES

1. Consideration to Approve the City Council Meeting Minutes from August 29 and September 12, 2023:

Council Member Gerber moved to approve the City Council meeting minutes from August 29 and September 12, 2023. Council Member Dickey seconded the motion.

RESULT: APPROVED

AYES: Council Members Dickey, Doilney, Gerber, Rubell and Toly

VI. CONSENT AGENDA

1. Request to Approve an Amendment to the Iron Mountain Conservation Easement in a Form Approved by the City Attorney's Office:

Council Member Gerber moved to approve the Consent Agenda. Council Member Rubell seconded the motion.

RESULT: APPROVED

AYES: Council Members Dickey, Doilney, Gerber, Rubell and Toly

VII. OLD BUSINESS

1. Consideration of Deer Valley Development Company's Petition for the City to Vacate Portions of Right-Of-Way on Deer Valley Drive West and South, and to Dedicate Doe Pass Road to the City, as Part of the Snow Park Village Base Area Master Planned Development and Subdivision Application:

Mayor Worel stated this item had been continued from August 29th and the public hearing tonight would be continued to November 2, 2023.

Mayor Worel opened the public hearing.

Allison Keenan 84060 read a prepared statement and reviewed the resort announced an expansion. She expressed concern for the traffic congestion and noted that the traffic congestion with the expansion was not known. She asked for a new traffic study. She looked forward to continued collaboration with Deer Valley.

Sean Parker 84060 stated Deer Valley's proposal had no mitigation for the rest of the town. He thought if the resort was contributing to additional traffic, then they needed to contribute to the Transit program. He stated Park City Mountain had indicated paid parking helped with traffic flow but they never said it reduced traffic.

John Greenfield reviewed that he went to the Deer Valley open house and found many people excited for the development. He looked forward to the different aspects of the plans. He stated this was a unique opportunity. He wanted to see traffic solutions, but he wanted to send good vibes to the Council, Deer Valley, and the concerned citizens of the community.

Council Member Gerber moved to continue Deer Valley Development Company's petition for the City to vacate portions of right-of-way on Deer Valley Drive West and South, and to dedicate Doe Pass Road to the City, as part of the Snow Park Village Base Area Master Planned Development and Subdivision Application to November 2, 2023. Council Member Toly seconded the motion.

RESULT: CONTINUED TO NOVEMBER 2, 2023

AYES: Council Members Dickey, Doilney, Gerber, Rubell and Toly

2. Consideration to Approve Ordinance No. 2023-17, an Ordinance Amending Land Management Code Section 15-6-8 Unit Equivalents and Section 15-15-1 Definitions Regarding Support Commercial and Residential and Resort Accessory Uses for Master Planned Developments and Sections 15-2.7-2 Uses for the Recreation and Open Space Zoning District, 15-2.18-2 Uses for the General Commercial Zoning District, and 15-2.19-2 Uses for the Light Industrial Zoning District to Clarify Resort Support Commercial is Allowed When Approved as Part of a Master Planned Development (MPD):

Rebecca Ward, Interim Planning Director, presented this item and reviewed the background of amending the accessory uses for master planned developments. Originally the uses were to intended to serve those onsite. Over the years, there were some challenges, including excesses without mitigation. Examples included bars, restaurants, spas, and meeting areas that were converted to serve those who weren't onsite. These amendments would establish a review process that would look at the project holistically and mitigate impacts. The purpose of the MPD section of the code was to provide design flexibility for mixed use developments that were compatible with the surrounding neighborhood. The proposed impacts would not impact projects that were already approved. The allowed uses were the same, but the way they were evaluated would change. The applicant would be required to demonstrate the impact of the uses were accounted for, including affordable housing, employee generation, traffic,

1 and parking. Then the Planning Commission could create conditions of approval for
2 enforcement.

3
4 Ward reviewed the proposed amendments for support commercial would limit the total
5 square footage to 5,000 square feet or 5% of the total square footage, whichever was
6 less. The commercial usage would be evaluated as part of the project as a whole.
7 Meeting space allowances would be removed, it would be limited to a hotel, marketing
8 would be limited to existing primary uses onsite, and it would capture affordable housing
9 obligations for employees generated. She noted the definition of hotel would include
10 nightly rental condos.

11
12 Ward displayed a list of residential accessory uses and noted the amendments would
13 add Child Care Facilities and Enclosed Bicycle Storage to the list. The Planning
14 Commission wanted to refine the list of Resort Accessory Uses and the amendments
15 would require the Planning Commission to review and approve a maximum square
16 footage. Affordable housing obligations, parking, and traffic impacts would be captured.
17 Uses for business operations, including information, lost and found, storage facilities, ski
18 school, and ticket sales would be removed. The term "Day Care Facilities" would be
19 replaced with "Child Care Facilities."

20
21 Mayor Worel asked what would happen if an applicant requested a change to an
22 accessory use after the MPD was approved. Ward stated it depended on the
23 development agreement. A change in use would go to the Planning Commission to
24 determine if it was a minor change or a substantive change. Staff could address minor
25 changes, but the Planning Commission would review substantive changes.

26
27 Council Member Dickey asked how the amendments would change development
28 patterns. Ward stated it would require review for underlying uses. As far as incentives,
29 the review process was changing but there were no changes on what was allowed.
30 Council Member Doilney thought the amendments were targeted for upcoming
31 developments. Council Member Dickey felt it disincentivized hotels, specifically where
32 density was fixed from the beginning. Council Member Doilney thought the amendments
33 were stricter. Council Member Dickey expressed concern for disincentivizing hotels
34 because the General Plan wanted to cluster density at the resorts. He wanted to limit
35 nightly rentals in neighborhoods and preferred hotels, which had more people in a
36 smaller space.

37
38 Council Member Rubell asked what this code amendment would accomplish. Ward
39 stated the Planning Commission wanted to shift things that used to be allowed to go
40 back into the review process Projects should be reviewed holistically with surrounding
41 neighborhoods in mind. Council Member Rubell stated the amendment would be for
42 projects over 100,000 square feet. Ward indicated the 5,000 square feet commercial
43 uses amendment would create a limitation that was clear.

1 Council Member Doilney thought the amendments would disincentivize local businesses
2 from developing unless they had deep pockets. Council Member Rubell asked if the
3 square footage that did not count historically would now count. Ward explained the
4 square footage was based on volume. The way it was configured on the site was
5 flexible.

6
7 Council Member Toly asked if the conventional chain language was the same as the
8 code for Main Street businesses. Ward indicated within the support commercial, the
9 Planning Commission did not want to have chain businesses that would attract people
10 from off the site. Chain businesses being allowed depended on the underlying zoning.
11 Council Member Toly asked if there was a theme with regard to public comments
12 received. Ward indicated the building industry wanted predictability in the code to
13 minimize approval timeframes.

14
15 Mayor Worel opened the public hearing.

16
17 John Sale, Park City Mountain, 84036, stated he had concerns with the proposed
18 changes and asserted they would affect many upcoming projects. He read from the
19 proposed amendments that amenities would have to go through the MPD process. He
20 stated the conditional use process effectively managed changes. He requested a
21 taskforce be created to analyze the amendments and he hoped the Council would
22 clarify the language regarding the Recreation Open Space Zone that would ensure it
23 would only impose a MPD process on those projects on which a MPD was required.

24
25 Rory Murphy 84060 was against the proposed code amendments because it would
26 hamper the ski resorts' ability to function. He didn't want to apply this standard to the
27 base projects at the resorts and stated the City derived a lot of revenue from the resorts
28 and they were the lifeblood of the community. He was concerned the City was trying to
29 curtail the resorts' ability to operate. The resorts knew what they needed to function
30 properly and most of the residents and businesses did not know that. He didn't want the
31 Planning Commission to have this approval authority over the resorts. He requested
32 that the Council reject these amendments. He suggested controlling the commercial
33 creep through business licenses.

34
35 Peter Tomai 84098 didn't know what the City was trying to accomplish with the
36 amendments. The code was not broken. The projects were already reviewed on a
37 holistic basis. The idea of amending the code for unknown future projects was
38 impractical. Addressing the changes at the time, through the application process was
39 more beneficial. The Planning Commission was already overburdened and this felt
40 counter to improving the process. He liked the Council discussion on collateral impacts.
41 If this passed, there would not be any future projects with meeting space. The risk was
42 greater than the benefit.

43
44 Tony Tyler stated the proposed changes had disincentives for hotels and ski bases to
45 operate. He also felt it would force traffic patterns off site and put the burden on the

greater community for guest services. He supported the addition of workforce housing on the square footage. He asked that Council deny the amendment.

John Kenworthy 84060 indicated the Planning Commission did not want to get into a Treasure Hill debacle again regarding bonus density. He thought there needed to be defined limitations on this for Planning staff and the community. This code amendment would limit the consequences of bonus density.

Angela Moschetta 84060 disagreed with the developers who spoke to reject the amendment and agreed with Kenworthy. She reviewed Treasure Hill was a mess and then Park City Mountain base development was trying to game the City code. She didn't want too much left to the discretion of the Planning Commission. She supported this amendment.

Ed Parigian 84060 referred to the Treasure Hill proposed development and all the ancillary requests. It took a lot of time and they didn't figure it out.

Deb Rentfrow 84060 stated entities tried to game the system. She was very involved in the application for the base area and saw the developer request more and more square footage that was not tied to unit equivalents (UE) or affordable housing. She supported this amendment and thought it was necessary.

Mayor Worel closed the public hearing.

Council Member Gerber understood the Planning Commission's concern for square footage limits. She recommended forming a taskforce to address the concerns noted tonight. Council Member Dickey was concerned with what the City incentivized and disincentivized. He didn't want to not be competitive compared to neighboring communities. He favored feedback from stakeholders or more conversation at the Planning Commission.

Council Member Rubell thought some insights and outcomes were missing. He wanted to get answers to why this was being done. He liked aspects of the code but wanted clarity on other pieces. He thought heightened parking requirements weren't necessarily a bad thing if there were traffic mitigations in tandem with that. He asked when the pending ordinance expired, to which Ward stated the pending ordinance would expire the end of September. She noted there were three MPD applications that were submitted before the pending ordinance was in place. She was not aware of a new MPD application that would be submitted in the coming months. Council Member Rubell wanted to keep the pending ordinance in place. Mark Harrington, Senior City Attorney, stated there was no basis to extend the 180 days for the pending ordinance, but a new ordinance could be created and Council could restart the process. The state was considering prohibiting continuous pending ordinances, so he would have to look at the new ordinance and advise Council at that point. Council Member Rubell stated there was a lot of development outside the City and the City shouldn't move too far away from

development. He favored having a future conversation with some specific items to use a mechanism to protect the community as this was figured out. He didn't not favor creating a taskforce.

Council Member Toly agreed with the other comments and added parking was being discussed at the state legislature so the City needed to be careful with regard to parking. She favored a taskforce to discuss the unintended consequences as well as what would be incentivized and disincentivized. Council Member Doilney agreed with the other comments. He felt it was a mistake to amend code for one project and this was what the amendments felt like. He noted those with the most experience in development shared concerns about this code amendment. He wanted to keep the pace up to get some changes made. He did not support approving this tonight.

Mayor Worel summarized the Council asked for more clarity on why the amendments were needed. They wanted to know the collateral impacts and what was being incentivized and disincentivized. They wanted to understand more on the footnote in the code amendment. They also wanted information on a new pending ordinance. Regarding the taskforce, she noted it was discussed at a previous meeting but there wasn't clear direction. The Council favored forming a taskforce but wanted it fast tracked. Mayor Worel also asked that the Planning Commission take another look at the ordinance once the taskforce brought out new information. Matt Dias, City Manager, stated Mayor Worel should name the taskforce.

Council Member Rubell asked when a new ordinance would become pending. Ward indicated this ordinance would be denied and a new pending ordinance would be in effect when a public notice was published for that ordinance.

Council Member Doilney moved to deny Ordinance No. 2023-17, an ordinance amending Land Management Code Section 15-6-8 Unit Equivalents and Section 15-15-1 Definitions Regarding Support Commercial and Residential and Resort Accessory Uses for Master Planned Developments and Sections 15-2.7-2 Uses for the Recreation and Open Space Zoning District, 15-2.18-2 Uses for the General Commercial Zoning District, and 15-2.19-2 Uses for the Light Industrial Zoning District to clarify resort support commercial is allowed when approved as part of a Master Planned Development. Council Member Gerber seconded the motion.

RESULT: DENIED

AYES: Council Members Dickey, Doilney, Gerber, Rubell and Toly

3. Discuss Landscaping Incentive Update and Partnership Opportunity:

Jason Christensen, Water Resources Manager, and Susan Cordone, Conservation Coordinator, presented this item. Christensen reviewed the program process and the associated incentives. He noted there were seven applications submitted and two projects were completed. He also stated there were some partnership options in the community that Council could consider. Since the City rolled out the program, Weber

1 Basin and the state government rolled out similar landscape incentive programs. The
2 Council could choose to run the City program solely, allow Weber Basin to run it solely,
3 or partner with Weber Basin to run the program. Weber Basin would continue to require
4 aspects of the City code, but they would not require fire-wise plants if they solely
5 managed the program.

6
7 Council Member Dickey asked how much it would cost to have Weber Basin run the
8 program alone. Christensen thought both Weber Basin and the state would each
9 contribute \$100,000 to the program. The City allocated \$200,000 per year in a revolving
10 fund. Council Member Dickey noted the funding wouldn't change if Weber Basin ran the
11 program. It was indicated the current maximum reimbursement was \$10,000 for
12 residential and \$50,000 for commercial or multi-family.

13
14 Christensen stated partnering with Weber Basin would allow a \$3 per square foot rebate
15 split between the City, state, and Weber Basin, and the City could continue requiring the
16 fire-wise planting. Applicants would apply through a state website and the property
17 owner would have to record an agreement not to reinstall turf to the area of the project.
18 He noted the state would need the City to make some changes to the code by the end
19 of the year to restrict turf in newly constructed parking strips and limit turf use in
20 commercial, multi-family, industrial, and institutional space to no more than 20% of the
21 landscaped area. Christensen stated the staff recommendation was to partner with
22 Weber Basin and increase the maximum rebate for residential to \$15,000 and
23 commercial \$75,000. He also recommended helping larger properties participate in the
24 program by offering up to \$25,000 over the \$75,000 maximum which would be fully
25 funded by the City, bringing the total to \$100,000 maximum rebate.

26
27 Mayor Worel noted there were 38 site visits and she asked what reasons people gave
28 for not applying. Cordone indicated most people were interested in the program and
29 wanted to learn more. She thought many would wait until spring to apply. Mayor Worel
30 asked if a landscape plan was needed when applications were submitted. Cordone
31 stated they needed to submit the existing plan and a proposed plan. Council Member
32 Rubell asked if there was a preferred vendor list to help complete the projects.
33 Christensen stated it was difficult to promote private businesses. Council Member
34 Rubell asked if a directory could be set up to refer people to those who completed
35 projects for referrals.

36
37 Council Member Gerber asked if there was a cap on how many projects could be
38 completed per year. Christensen stated the City had \$200,000 per year and leftover
39 amounts could be carried over to the next year.

40
41 Mayor Worel opened the public input. No comments were given. Mayor Worel closed
42 the public input period.

43
44 Council Members Doilney, Gerber, and Toly favored partnering with Weber Basin.
45 Council Member Rubell agreed, but noted he did not support giving the added rebate.

Council Member Dickey stated the challenge with the program was that water rates were punitive. He felt like they were working on the margins. He favored letting Weber Basin run the program alone. The majority of the Council agreed to partner with Weber Basin. They all agreed to keep the \$75,000 maximum payout and not give an additional \$25,000.

VIII. NEW BUSINESS

1. Selection of Pro-Statement for the 2023 Park City Recreation General

Obligation Bond:

Michelle Kellogg, City Recorder, explained the City was required to produce a pro-statement for the bond. The City had solicited requests from active registered Park City voters to write pro-statements and con-statements regarding the bond. She noted she received one request from Abby McNulty to write a pro-statement. The Council needed to select which statement would be read and published for the public meeting on October 26th. After some discussion, the Council selected the pro-statement written by McNulty.

2. Consideration of a Fee Waiver Request from the Prospector Square Property Owners Association (PSPOA) for \$25,126.42 or an Amount Not to Exceed \$26,000 for Right-of-Way (ROW) Fees and Bonds, Road Closure Permit Fees, and Building Permit Fees:

JJ Trussell and Dave Thacker, Building Department, presented this item. Trussell indicated the City had granted fee waivers to Prospector Square Property Owners Association (PSPOA) in the past. This item was being presented to Council since the fee waivers had exceeded \$200,000 this year. They would be doing right-of-way work, and there were associated permits and application fees. The fee waiver committee recommended a 50% fee waiver. Trussell stated this was a unique entity since they provided parking and trail access, and consideration needed to be given because of that. There were HOA fee waiver requests regularly and there was some concern that waiving these fees could set a precedence. He also noted it was unusual to put the bond requirement in the waiver list since it protected the City, but he noted the bond usually got returned.

Craig Dennis stated PSPOA passed a \$1.6 million assessment to replace sewer lines, repave parking lots, and install lighting and garbage enclosures. He noted they found some water leaks and those were fixed by the City during the project which started in July. He noted the City Soils Coordinator helped them with the disposal of soils. They also worked with Public Works and delayed a street project until next year when they would be tearing up the road for sewer improvements. He hoped to continue discussions with the City on connectivity.

Mayor Worel opened the public hearing. No comments were given. Mayor Worel closed the public hearing.

Council Member Dickey asked about the scoring model used by the Fee Waiver Committee. Trussell stated the score loosely correlated with the recommended percentage for the fee waiver. Council Member Dickey supported the committee's recommendation of 50% since HOAs had projects all the time. He asked if the fee waiver request was because PSPOA was a special circumstance. Trussell stated they were getting special treatment because they were special. The project would benefit the public just as much as the members and he recommended the 100% fee waiver. He noted they would work on special circumstances definitions in the updated fee waiver policy.

Council Member Toly asked if the existing affordable housing within PSPOA was taken into consideration as the application was scored. Trussell stated the housing was not tied to Council goals but housing had its own section in the review. Council Member Toly supported funding 100% of the request. Council Member Doilney felt the parking lots were used by the public and Council talked about this area being local Park City. He thought the request was reasonable, but he understood Council Member Dickey's point of view.

Council Member Rubell stated Council gave the Old Town business district money and it would be fair to waive the entire \$26,000 for PSPOA. Council Member Gerber indicated it was a unique HOA and she thought it needed to stay vibrant. She supported the full amount.

Council Member Gerber moved to approve a fee waiver request from the Prospector Square Property Owners Association for an amount not to exceed \$26,000 for right-of-way fees and bonds, road closure permit fees, and building permit fees. Council Member Rubell seconded the motion.

RESULT: APPROVED

AYES: Council Members Dickey, Doilney, Gerber, Rubell and Toly

3. Consideration to Approve Ordinance 2023-46, an Ordinance Approving the Supplemental Snow Park Residences Condominium Plat, Located at 2310 Deer Valley Drive East, Park City, Utah:

Alex Ananth, Senior Planner, presented this item and stated this was the Phase 3 condo plat of the project. All the conditions of approval had been met.

Mayor Worel opened the public hearing. No comments were given. Mayor Worel closed the public hearing.

Council Member Rubell stated this was another example of a plat with unanimous a Planning Commission recommendation and wanted to streamline the process.

Council Member Rubell moved to approve Ordinance 2023-46, an ordinance approving the Supplemental Snow Park Residences Condominium Plat, located at 2310 Deer Valley Drive East, Park City, Utah. Council Member Dickey seconded the motion.

RESULT: APPROVED

AYES: Council Members Dickey, Doilney, Gerber, Rubell and Toly

4. Consideration to Approve Ordinance No. 2023-47, an Ordinance Approving The Resort Center Condominiums Phase 1B First Amended Amending Unit 40 Plat Amendment, Located at 2525 Fairway Village Drive, Summit County, Park City, Utah:

Council Member Dickey recused himself at 8:30 p.m.

Lillian Zollinger, Planner, presented this item and stated the unit was not built as platted. This amendment would update the plat to show compliance with all setbacks and required parking.

Mayor Worel opened the public hearing for this item. No comments were given. Mayor closed the public hearing.

Council Member Toly moved to approve Ordinance No. 2023-47, an ordinance approving The Resort Center Condominiums Phase 1B First Amended amending Unit 40 Plat Amendment, located at 2525 Fairway Village Drive, Summit County, Park City, Utah. Council Member Doilney seconded the motion.

RESULT: APPROVED

AYES: Council Members Dickey, Doilney, Gerber, Rubell and Toly

IX. ADJOURNMENT

With no further business, the meeting was adjourned.

Michelle Kellogg, City Recorder



PARK CITY COUNCIL MEETING MINUTES - DRAFT

**445 MARSAC AVENUE
PARK CITY, UTAH 84060**

October 5, 2023

The Council of Park City, Summit County, Utah, met in open meeting on October 5, 2023, at 2:45 p.m. in the City Council Chambers.

Council Member Dickey moved to close the meeting to discuss property, personnel, and litigation at 2:45 p.m. Council Member Gerber seconded the motion.

RESULT: APPROVED

AYES: Council Members Dickey, Doilney, Gerber, Rubell and Toly

CLOSED SESSION

Council Member Dickey moved to adjourn from Closed Meeting at 4:30 p.m. Council Member Doilney seconded the motion.

RESULT: APPROVED

AYES: Council Members Dickey, Doilney, Gerber, Rubell and Toly

WORK SESSION

Discuss the Sundance Film Festival Contract and Notice Extension Request:

Jenny Diersen, Special Events Manager, introduced Joana Vicente, Sundance Institute CEO, and Laura Ryan, COO. Diersen reviewed the current agreement, which was negotiated in 2013 and would terminate with the 2026 festival. She furthered that Sundance was recognized as one of the top film festivals in the world, was a part of Park City's history, culture, and brand, and was an important economic driver.

Diersen highlighted terms of the festival contract which included the festival moving off Martin Luther King (MLK) weekend, which was the basis for the City's annual contribution in the current agreement. The weekend was important to the business community because it was marketed as a ski weekend. The estimated economic value of removing the festival from the holiday weekend was \$14.3 million dollars over the course of the agreement. Additionally, various code amendments, a vibrancy ordinance change, sign regulations, and the installation of eight kiosks along Main Street for movie posters provided the City and Sundance with brand protection. Another term was

1 permitting changes required Sundance to annually obtain a special event permit, which
2 their venues as well as their sponsors were under.

3
4 Dierson described the annual Supplemental Plan, which highlighted milestones
5 throughout the last few years of the festival and included: Richardson Flat Park and
6 Ride, the National Woman's March, licensing changes with Lyft and taxis, the drop,
7 load, and staging (DLS) program, the purchase of the Ray Theater, and traffic and
8 transportation mitigation.

9
10 Vicente thanked the City and the Special Events Department for an excellent
11 partnership. She indicated Sundance was celebrating its 40th year in Park City and had
12 implemented a new strategic planning process to celebrate the milestone. The new
13 leadership team wanted to take the time to introduce themselves to the community and
14 listen to suggestions and feedback as they created their vision for the future.

15
16 Council Member Rubell asked if the contract extension implied a long-term commitment
17 to Park City and considered an in-person festival or if they needed more time to re-
18 invent how an in-person experience would work. Vicente answered that an in-person
19 experience was irreplaceable, but stated they were considering a digital format so they
20 could engage with other audiences. She noted that the festival was at the end of
21 January, and it would take one to two months to get the Recreational, Arts, and Parks
22 (RAP) reports and financials. After they reviewed those, they would hopefully have a
23 clear direction for the strategic plan.

24
25 Council Member Doilney inquired about in-person versus virtual attendance post-
26 COVID and if there had been a global shift towards one or the other. Vicente
27 acknowledged that it had been challenging for everyone post-COVID, due to the rising
28 costs associated with putting on events. For that reason, some festivals had been
29 moved online and others were struggling to survive.

30
31 Mayor Worel asked Council if they were supportive of Sundance's request. Council
32 Member Toly supported the request. Council Member Dickey supported the request and
33 was appreciative that the online festival had been moved to the following Thursday. He
34 agreed that the in-person experience was on-brand and exclusive to Park City, and
35 expressed gratitude towards the relationship the City and Sundance had cultivated over
36 the years.

37
38 Council Member Gerber supported the extension request. She looked forward to seeing
39 the results of the strategic planning and visioning process and hoped the Sundance
40 partnership with the City could continue. Council Member Rubell stated that he was
41 open and willing to work with Sundance and looked forward to the possibility of an even
42 better festival in Park City. Council Member Doilney was supportive and acknowledged
43 the longevity of the festival in Park City.

44
45 **REGULAR MEETING**

Paramedic and Park City Fire Department member Logan Rodriguez brought chili samples for the Council to promote the 11th Annual Utah Disaster Cleanup Chili Cookoff on Saturday, October 21st, from 11:00 a.m.-3:00 p.m. at the America First Field House at the America First Field East Grounds, 9256 South State Street, Sandy. All of the proceeds would go to burn victims and their families. Last year, they raised \$50,000. Council Member Rubell mentioned that tasting tickets could be purchased on-site. He urged residents to support their local fire department and vote for their chili.

I. ROLL CALL

Attendee Name	Status
Mayor Nann Worel Council Member Ryan Dickey Council Member Max Doilney Council Member Becca Gerber Council Member Jeremy Rubell Council Member Tana Toly Matt Dias, City Manager Margaret Plane, City Attorney Michelle Kellogg, City Recorder	Present
None	Excused

II. SWEARING IN CEREMONY

1. Police Swearing-In Ceremony:

Police Chief Wade Carpenter congratulated and welcomed two new officers, Officer Dennis Jackson and Officer Katie James. Mayor Worel swore in Officers Jackson and James.

Chief Carpenter indicated two new captains had been promoted: Captain Darwin Little and Captain Rob McKinney. He praised these men and offered congratulations on their promotion. Mayor Worel swore in Captain Little and Captain McKinney.

III. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Council Questions and Comments:

Council Member Toly congratulated Leadership Class 29, who were graduating this weekend. She also congratulated the City Team that worked on the EngineHouse affordable housing project. Although she did not vote for it, she stated that she supported the team, housing priorities, goals, and initiatives that Council was working toward. She furthered that there would be a presentation on a Regional Housing Authority Committee Tuesday, October 10th, and urged the Council to participate in the survey. Additionally, Toly stated that the City would hold a City Fall Projects Open

House on October 10th at the Park City Library and that there would be free parking at China Bridge until November 19th.

Council Member Gerber acknowledged the impact of the EngineHouse groundbreaking and stated that it was the first of many rental housing options coming to the community. Council Member Rubell reiterated the Fire Department chili cookoff information and asserted all proceeds would go toward five burn camps, which helped survivors adapt to personal challenges associated with surviving a burn injury and provided a safe and supportive atmosphere that was conducive to healing. He noted he attended the Administrative Control Board Meeting regarding Station 34, Silver Lake/Deer Valley, and stated construction was moving along and the station was expected to be operational by winter.

Council Member Doilney congratulated the Police Department and its new officers and captains sworn in this evening. Additionally, he acknowledged the assistance they provided to the community and appreciated their service.

Mayor Worel stated that municipal code required property owners to mark, uncover, and remove snow around fire hydrants on their property. She also stated that the Recreation and Public Utilities Departments in the City had received Voice of the People Awards, which were given to local governments that best engaged residents and included public opinion in community decisions. She offered congratulations to both departments on their award.

Staff Communication Report:

1. Park City Transit Richardson Flat Routes Update:

Council Member Rubell thanked Deer Valley Resort and Park City Mountain for their collaboration with the Richardson Flat Routes, which would feature two separate bus lines this winter providing direct transit to each resort from the Richardson Flat Park and Ride.

IV. PUBLIC INPUT (ANY MATTER OF CITY BUSINESS NOT SCHEDULED ON THE AGENDA)

Mayor Worel opened the meeting for any who wished to speak or submit comments on items not on the agenda. No comments were given. Mayor Worel closed the public input portion of the meeting.

V. CONSENT AGENDA

1. Request to Approve a Rocky Mountain Power (RMP) Underground Utility Easement on Property Owned by Park City Municipal Corporation along Kearns Boulevard, Known as Bonanza Park:

Council Member Gerber moved to approve the Consent Agenda. Council Member Doilney seconded the motion.

RESULT: APPROVED

AYES: Council Members Dickey, Doilney, Gerber, Rubell and Toly

VI. NEW BUSINESS

1. Hold a Public Hearing on the \$30,000,000 Recreational Facility General Obligation Bond:

Mayor Worel opened the public hearing and stated this topic would return to Council on October 26, 2023, where at that time the pro and con statements would be read, and there would be additional opportunity to provide public comments.

Joe Plomin, president of the Park City Pickleball Club, representing 400 members in 84060, supported the multi-sport bond. He was appreciative of the values of sport, teammates, friendship, and love of the outdoors, that it would bring to Park City.

Deb Rentfrow, 84060 resident, urged residents to vote no to the GO bond. She stated that it would increase taxes for those living in 84060, while those residing outside 84060 but within the City School District (such as Hideout, Tuhaye, Promontory, and Jordanelle), would experience no tax increase but would have full access to the recreational amenities. She continued that without an interlocal agreement from Snyderville Basin to cover operating costs associated with maintenance and facilities, Park City would likely incur the associated costs.

Greg Leitzke, resident of 84060 was in favor of the bond because many visitors and residents came to Park City for the recreation lifestyle. He furthered that the bond would amount to \$128.00 per person, per year, which was a small cost considering the amenities that would be gained.

Ed Parigian, 84060 resident, who was also on the Recreational Advisory Board (RAB) stated the board considered many project fulfillment options before the bond was finalized and approved by Council.

John Greenfield, 84060 resident, clarified that Park City residents would only pay for a third of the bond while non-primary residents would pay for two thirds of the \$30 million bond.

Mayor Worel closed the public hearing and reiterated there would be a public meeting on October 26th where bond language and pro-con statements would be read. Additional public input could also be made at that time.

2. Consideration to Authorize the City Manager to Execute a Contract Addendum in a Form Approved by the City Attorney's Office with HNTB Corporation for a Transit Site Improvement Program Management Not to Exceed \$2,200,000:

Gabe Shields, Engineering Department, thanked Park City's Transit, Transportation Planning, and Budget Departments for their success in obtaining the \$7.4 million grant from the Federal Transportation Administration. The grant fell under the category of low and no emissions to improve transit stops in such a way that friction would be reduced for a user; thus, riders would be more likely to use transit over their personal vehicle, reducing overall emissions. He further described the program, stating the first and last-mile improvements that might be installed included shelters, benches, seating, ski racks, bike racks, digital signage, ADA ramps, and sidewalk connections to get pedestrians to stops.

Shields stated that the Transportation Planning Department was kicking off Phase Two of the Bike and Pedestrian Plan, which included 26 stops constructed by next summer. This, in combination with the new grant, would add 46 stops to the program, totaling 72 stops across the City, and would be a three-year project. The Engineering and Planning Transportation Departments worked together to create a GIS project website where a user of the transit system could leave their feedback and comments on the location and amenities associated with the next 46 stops. Shields briefly addressed the high costs associated with the project, stating the consideration of soils, historical elements, communities, equitable funding, and building within the budget were all contributing factors to a larger overall cost.

Council Member Dickey asked if the project website would be live and if the scope of work for each stop would be shown. Shields replied that the website had not been released yet. He stated that the scope was available for the first 26 stops, but for the remaining 46, a system map of the City would allow a user to click on a stop and make comments about the proposed location. Once everything was taken into consideration, the scope for each stop would be finalized and updated on the website.

Council Member Gerber asked if there would be increased operational costs associated with trash removal at each of the 46 stops. Shields stated that trash cans were a standard amenity and that as ridership increased, maintenance would likely increase.

Mayor Worel opened public input. No comments were given. Mayor Worel closed the public input.

Council Member Rubell was excited about the program and viewed the infrastructure as a worthwhile investment that supported the community and aligned with Council goals.

Council Member Gerber moved to authorize the City Manager to execute a contract addendum in a form approved by the City Attorney's Office with HNTB Corporation for a transit site improvement program management not to exceed \$2,200,000. Council Member Doilney seconded the motion.

RESULT: APPROVED

AYES: Council Members Dickey, Doilney, Gerber, Rubell and Toly

3. Consideration to Approve Ordinance No. 2023-48, an Ordinance Approving Iron Canyon Subdivision Lot 41 - Building Pad Adjustment Plat Amendment, Located at 2459 Iron Mountain Drive, Park City, Utah:

Jack Niedermeyer, Planner I, stated that the applicant proposed to amend the existing building pad to encompass a future single-family dwelling (SFD). Lot 41 was recorded in 1983 and was within the Single-Family Zoning District. The proposed building pad and site plan complied with the Single-Family (SF) Zone setbacks and Sensitive Land Overlay (SLO) and was reviewed by the Development Review Committee.

Niedermeyer indicated staff recommended two Conditions of Approval: The final building plans shall demonstrate that there will be no encroachments into the platted 30' Stream Protection Zone, and that the final plat shall show a maximum floor elevation at which a water pressure of 45 psi can be provided.

Mayor Worel opened the public hearing. No comments were given. Mayor Worel closed the public hearing.

Council Member Dickey moved to approve Ordinance No. 2023-48, an ordinance approving Iron Canyon Subdivision Lot 41 - Building Pad Adjustment Plat Amendment, located at 2459 Iron Mountain Drive, Park City, Utah. Council Member Toly seconded the motion.

RESULT: APPROVED

AYES: Council Members Dickey, Doilney, Gerber, Rubell and Toly

VII. OLD BUSINESS

1. Bonanza Flat Adaptive Management Plan Update:

Heinrich Deters, Trails and Open Space Manager stated that three years of the five-year Bonanza Flat Adaptive Management & Stewardship Plan (BFAMS) had been completed and they were seeking Council direction on trail alignment decisions with the Fisher Adjustment and Meadow Bypass, parking strategies, and the management of Church of Dirt.

Wendy Fisher, Utah Open Lands (UOL) Executive Director, stated the BFAMS action plans progress was 55% complete and BFAMS zone protection action items were 70% complete. Alli Eroh, UOL Community Engagement Director, mentioned that participating partners who endorsed and supported volunteerism dedicated 730 hours of their time to the restoration of social trails. She stated that the restoration process was successful in such locations as Culvert Meadow, Lake Lackawaxen, and Bloods Lake.

1 Fisher briefly discussed trail alignment decisions, stating that their team walked each
2 proposed alignment and tried to use existing trails where they were able. They took into
3 account adjacent landowner preferences and considered recreational impact, as well as
4 the least amount of impact from a conservation standpoint.

5
6 Billy Kurek, Park City Trail Ranger, described Bonanza Flat usage data, which showed
7 that viewer origins were predominately from Salt Lake City. Respectively, Park City
8 viewer origin came in second, and California visitors were third. Kurek described that
9 the visitation duration of 2023 was 55% for 15-29 minutes, 18.1% for 30-44 minutes,
10 and 8.4% for 45-59 minutes.

11
12 Eroh identified screenshots of parking cameras at Bloods Lake that described parking
13 availability on a given day and time. This parking lot reached capacity consistently
14 around noon each week and remained at capacity for the remainder of the day;
15 however, the Bonanza Flat parking lot did not reach capacity throughout the day during
16 this particular week. Thus, the crowding at the Bloods Lake lot was due to a specific
17 desire to reach the Bloods Lake Lot, rather than overall access to the broader overall
18 conservation area.

19
20 Kurek described parking ticket data by time of day and location, identifying Bloods Lake,
21 Bonanza Flat, and Guardsman Pass as the three lots where individuals received the
22 most tickets, with most of the tickets received mid-day and between summer and fall
23 months. Fisher stated that from this data, resource protection was paramount. She
24 proposed fee structure types: local versus nonlocal, day-use fees per person/car,
25 sensitive feature protection, and a parking reservation system (free)/parking without
26 reservation in which a parking ticket would be issued. Eroh presented examples from
27 Draper City, Utah, Boulder, Colorado, and Glenwood Springs, Colorado, as comparison
28 for fee schedule implementations and their outcomes. Fisher stated from those
29 examples, it was found that a hiking permit that allowed a trail user to park was found to
30 be the best combination of fee structures that would protect the resource.

31
32 Eroh identified in a poll of trail users that 58.8% would view the implementation of paid
33 parking as unfavorable, whereas 41.2% would view it as favorable, 28.6% of that
34 number being from out of state. Fisher stated that while Transit to Trails was a
35 successful program, increasing shuttle frequency was not the solution to overcrowded
36 trailhead parking.

37
38 Deters indicated that when the property was purchased in 2017, the City did not permit
39 or approve those who held weddings at this location. There was no authority over
40 reservations, scheduling, perceived 'privatization,' waste management, participant
41 numbers, and most importantly, safety regarding parking, access, and road blockages.
42 He furthered that due to the influx of wedding traffic, the trailhead and the facilities
43 within that area were far below standard, and the team was looking for management
44 direction.

1 Fisher stated that the team sought Council direction on future recreational trails,
2 including the implementation of the final phase of the multi-use trail (purple line on map)
3 and the “Wow Connection” (green line on map to Wasatch State Park.) Direction was
4 also sought on parking management and the Church of Dirt. Fisher stated that the trail,
5 in the team's opinion, should not go to the 'Y' intersection as it was never intended to be
6 a trailhead, and there did not need to be more trailheads on Bonanza Flat. The main
7 trailhead parking issue was Bloods Lake. She furthered that adding more trailheads
8 would not solve that issue and detailed that the 'Y' area was created as an ADA-
9 accessible accommodation area; thus, it should not be used as a trailhead.

10
11 Council Member Toly inquired if the case studies identified equity solutions. Eroh stated
12 that equity non-fee reservations were accessible for all socioeconomic levels; however,
13 lower socio-economic groups leaned towards free online reservation systems. Emily
14 Ingram, UOL Conservation Director, added that free shuttles and carpool services also
15 proved helpful in transporting more people to the trailhead.

16
17 Council Member Dickey inquired if a free reservation system worked in areas the team
18 studied. Fisher stated that a fee system should be a component of the solution to hold
19 accountability. Free systems were harder to enforce and users tended to cancel due to
20 inclement weather or changes in daily plans. Council Member Dickey inquired if the
21 hiking permit component would maximize equity and inclusion. Fisher identified that the
22 fee would be per hiker, not car. Ingram furthered that, per the Glenwood Springs case
23 study, users identified the \$12 hiker fee as expensive.

24
25 Council Member Dickey inquired where cars parked when the Bloods Lake Lot was at
26 capacity, considering that alternate lots were not used as overflow parking. Kurek stated
27 that cars would create a waiting queue for open spaces, or individuals would park
28 regardless of ticket enforcement and price.

29
30 Council Member Gerber inquired how available spaces were insured when individuals
31 reserved online for hiking or parking. Fisher stated that the system would be designed
32 to reserve a hiking permit, including parking. She furthered that in the case of Glenwood
33 Springs, a user would not be allowed to park unless they had a hiking permit.

34
35 Council Member Dickey inquired if there was a limited number of permits that would be
36 capped once reservations were full, to which Fisher affirmed. Council Member Rubell
37 asked if Park City taxpayers could be prioritized within the permit system. Fisher stated
38 the residents would have a reservation block, but she was unsure of the fee, if there
39 was one at all. Council Member Rubell inquired if the trail alignment considered
40 obstructions and favored a straight line of sight. Fisher indicated that multiple sight lines
41 were considered. She noted that the suggested trail alignment was a trail that was
42 already in use.

43
44 Council Member Doilney wanted to see a safer trail alignment take priority over an
45 existing trail that might not be as safe for drivers and pedestrians. He asked how long

1 hikers stayed on the trail when they purchased a hiking permit in the Glenwood Springs
2 case. Deters stated that the team didn't have the data from Glenwood Springs, but he
3 could acquire it for when the team returned at a later date. Council Member Doilney
4 stated the Church of Dirt had been abused and had exceeded the City's management
5 capabilities. Mayor Worel inquired if the Church of Dirt currently had a reservation or
6 permitting system. Deters stated the City had no reservation or permitting system in
7 place.

8
9 Mayor Worel opened the item for public input.

10
11 Matt Meinhold, resident of 84049, stated he did not represent Park City Fire Department
12 with his comments. He echoed Council Members Doilney and Rubell's sentiments
13 regarding safety concerns surrounding the trailhead crossing. He furthered that he
14 would advocate for moving it up the road where there was a better line of sight.

15
16 Scott House eComment: "I am writing in my role as Board President of the Wasatch
17 Trails Foundation to express my support for the trail connection from the WOW trail to
18 the Bonanza Loop Trail, and hope you will echo myself and others who support this
19 critical trail connection. The Wasatch Trails Foundation has been working diligently with
20 stakeholders including Park City Municipal, Mountain Trails Foundation, Utah Open
21 Lands, Utah State Parks, Utah Division of Outdoor Recreation, Wasatch County and
22 nearby landowners to develop and fund an alignment for this trail that fits within the
23 Bonanza Flat Management Plan, disturbs as little of the natural environment as
24 possible, and meets the needs of users while creating a critical trail and community
25 connection. Through this work we believe we have landed on an ideal alignment that
26 you as a council can confidently support, and be proud to bring this incredible amenity
27 to the Wasatch Back while remaining a strong steward of the land and the flora and
28 fauna that inhabit it. I strongly support, and encourage you to support the Bonanza to
29 WOW trail and the trail and community connectivity it will create at your meeting on
30 Thursday, October 5th 2023. Thank you for your consideration, your diligence, your
31 commitment to being good stewards, and your service to the Park City and broader
32 Wasatch back community."

33
34 Mayor Worel closed the public input and expressed there was Council interest in the
35 team returning with more information. She recommended paid parking or a hiking fee,
36 as well as interest in shutting down the Church of Dirt.

37
38 Council Member Toly stated she spoke with the couple who built the Church of Dirt in
39 2012, and they were comfortable with it being removed. Deters stated that the closure
40 of the Church of Dirt would occur when Guardsman's Pass road closure occurred. He
41 furthered that rangers would do their best to notify couples regarding the removal of the
42 Church who had listed numbers in the reservation book. He confirmed that Council
43 direction was affirmed for the 'Wow' Trail and sought more clarification on the 'Y' Trail.
44 Council Member Rubell stated that safety was above conservation and he wanted to
45 see a few proposed options with the pros and cons of each.

Council Member Toly stated that slope and granite rock in the soil had been the two main factors that decided the placement of the trail. Council Members Rubell, Doilney, Gerber, and Dickey affirmed that safety should be paramount, and they wanted to see mitigation to improve safety.

2. Wildfire Mitigation Program Policy Overview:

Heinrich Deters, Trails and Open Space Manager, discussed wildfire mitigation, why it was important to manage healthy ecosystems, and why it was a good fit for Park City. He indicated that all of Park City was located within the Wildland Urban Interface (WUI) and wildfire was the most likely natural disaster to occur within Summit County regarding the protection of community resources and public safety. He proposed pile burning as an impactful means of mitigating wildfires. It was highly regulated by the Division of Air Quality (DAQ), cost-effective, and had significant ecological benefits, such as promoting healthy ecosystems and reducing the risk of more destructive wildfires.

David Tellian, co-owner of Alpine Forestry, spoke of the practical and planning aspects regarding pile burning. Ryan Blair, Environmental Regulatory Program Manager, explained that he would later present soil, water quality, and DAQ air monitoring specific to Park City.

Nathan Brooks, Summit County Environmental Health Director, stated that although there were consequences to prescribed burns, the conditions were monitored, and the clearing index would be checked to ensure that burn days were appropriate. He noted safety was the priority and furthered that Summit County had air monitors that tracked PM2.5, PM10, Ozone, and Nox Gas. Brooks added that a controlled burn had fewer health effects than a wildfire.

Deters identified pile burning protocol for Council review: prioritize removal or chipping of materials over pile burning, balance the approach with the need not to create new access routes or utilize heavy machinery for removal/chipping, burn in early winter/early spring; have a burn plan and get a permit, and provide public notification as soon as permits were approved. He stated that permits would be received 72 hours before the start of the burn; thus, regarding public notice, a two-week burn notice was not possible due to weather conditions and DAQ approval.

Mayor Worel asked if the 72-hour window from the DAQ changed frequently. Tellian explained that it was not common, but it did happen. Council Member Gerber inquired if controlled area burns would also be recommended. Tellian responded that a controlled or broadcast burn would be recommended for the Wasatch Back once the forest vegetation was thinned with pile burning first. Bryce Boyer, Summit County Fire Warden with Utah State Forestry and Utah State Land, stated that broadcast burning would be the ultimate goal; still, with the lack of mitigation in the area, there was too high of a risk to the surrounding structures, so pile burning would need to be implemented first. He

1 furthered that fire had a negative connotation in the past but was now nationally
2 recognized as sustainable forestry management.

3
4 Council Member Rubell asked what timeframe the prescribed fires would begin. Deters
5 responded it was permit-driven and could begin early winter.

6
7 Mayor Nann Worel opened the public input.

8
9 Sean Parker, a resident of 84060, offered alternate suggestions for pile burning, such
10 as kiln burning, air curtain burning, and green wood burning, and stated with all these
11 techniques, permitting was not required.

12
13 Eric Hermann, a resident of 84060, requested more information on the proximity of
14 slash piles to living trees, as well as information on trees sequestering heavy metals.

15
16 Angela Moschetta, a resident of 84060, agreed with the information presented this
17 evening and suggested receiving text alerts regarding burn piles as a more efficient way
18 to spread communication given the 72-hour burn notice window.

19
20 Mike Sweeney, a resident of 84060 and past property owner of Town Lift and Treasure
21 Hill, supported Deters' presentation and the burn pile mitigation implementation. In
22 addition, he submitted a document for the record detailing the Coalition Building fire of
23 1981 and the destruction it left behind along the hillside.

24
25 Kate Settelmeier, Vice President of Conservation for the Summit Land Conservancy,
26 voiced her support for the efforts on Treasure Hill and looked forward to the
27 conservation easement.

28
29 Susan Martin, a resident of 84019 and an ecologist working in Summit Park, supported
30 pile burning and stated that she noticed a significant difference in the areas she
31 maintained.

32
33 Patrick Sweeney, a resident of 84060, resided above two areas that had been thinned
34 and noticed a tremendous difference and was thus in support of pile and controlled
35 burning.

36
37 Mayor Worel closed the public input.

38
39 The Council members were comfortable utilizing pile burning as a mitigation tool under
40 the protocol outlined.

41
42 **VIII. ADJOURNMENT**

43
44 With no further business, the meeting was adjourned.
45

1
2

Marissa Marleau, Deputy City Recorder

City Council Staff Report



Subject: Extra Mile Day Resolution
Author: Michelle Kellogg
Department: Executive
Date: October 26, 2023
Type of Item: Administrative

Summary Recommendation

Pursuant to a request by the Extra Mile America Foundation and the consent from three or more City Council members, consider approving a resolution proclaiming November 1, 2023, as Extra Mile Day in Park City. This resolution supports individuals and organizations who are dedicated to “going the extra mile” in volunteerism and service.

Background

Extra Mile America is an organization made up of 100% volunteers that are committed to reminding individuals and organizations that creating positive change is not just a water cooler topic; it is being active in going the extra mile. This organization casts a bright light on the “*Extra Mile Heroes*” and change-makers who surround us and who continue to give their best. Extra Mile cities can be found at www.ExtraMileAmerica.org.

- The idea for Extra Mile Day started in 2009 when Shawn Anderson created the Extra Mile America Tour, a cross country bicycle tour and inspirational outreach event.
- Extra Mile Day has grown from 23 participating cities in its inaugural year to over 500 cities this year including Salt Lake City, Draper, Brigham City, Roosevelt City, West Valley City, and Sandy within the State of Utah. Other nationwide cities include Washington D.C., Jackson, Wyoming, Honolulu, Hawaii, and Austin, Texas.
- Park City has been an “Extra Mile City” since 2012.
- With over 100 diverse nonprofits promoting everything from mountain sports to social services, arts, and climate solutions, Park City has an advocate in every corner of the community going the extra mile for our residents and visitors.

Approving the Extra Mile Day Resolution in Park City demonstrates the Mayor and City Council’s support for creating positive change within the Park City community. We encourage all individuals and organizations to go the extra mile on November 1st.

Funding Source

No membership fees or other commitments are associated with this resolution.



Resolution No. 18-2023

**RESOLUTION DECLARING NOVEMBER 1, 2023, AS "EXTRA MILE DAY"
IN PARK CITY, UTAH**

WHEREAS, Park City, Utah is a community which acknowledges that a special vibrancy exists within the entire community when its individual residents collectively "go the extra mile" in personal effort, volunteerism, and service; and

WHEREAS, Park City, Utah is a community which encourages its residents to maximize their personal contribution to the community by giving of themselves wholeheartedly and with total effort, commitment, and conviction to their individual ambitions, family, friends, and community; and

WHEREAS, Park City, Utah is a community which chooses to shine a light on and celebrate individuals and organizations within its community who "go the extra mile" in order to make a difference and lift up fellow members of their community; and

WHEREAS, Park City, Utah acknowledges the mission of Extra Mile America to create 550 Extra Mile cities in America and is proud to support "Extra Mile Day" on November 1, 2023.

NOW THEREFORE, the Mayor and City Council of Park City, Utah, do hereby proclaim November 1, 2023, to be Extra Mile Day. We urge each individual in the community to take time on this day to personally "go the extra mile", and also acknowledge all those who are inspirational in their efforts and committed to make their organizations, families, community, country, or world a better place.

PASSED AND ADOPTED this 26th day of October, 2023.

PARK CITY MUNICIPAL CORPORATION

Mayor Nann Worel

Attest:

Michelle Kellogg, City Recorder

Approved as to form:

City Attorney's Office

City Council Staff Report



Subject: Childcare Funding Administrator Contract
Author: Michelle Downard, Resident Advocate
Haley Swenson, Procurement Manager
Sarah Mangano, Human Resources Director
Department: Executive, Budget, Human Resources
Date: October 26, 2023
Type: Legislative

Recommendation

Approve the execution of a Childcare Administrative Funding contract in a form approved by the City Attorney's Office with WeeCare, Inc. (DBA Upwards) for \$150,000 to administer the Childcare Needs-Based Scholarship Program.

Background

After considerable City Council and public deliberation ([November 17, 2022](#), [May 11, 2023](#), [May 25, 2023](#), [June 1, 2023](#),) based on the lack of affordable and available childcare in Park City combined with an impending reduction in Federal funding, Council made a one-time \$1,000,000 allocation ([June 22, 2023](#)) as part of the FY24 Budget. However, Council clarified that no funds would be distributed until a transparent and accountable administrative criteria and process was established.

Accordingly, a Working Group was created to help PCMC design a program reflective of Council input and using the [assessment submitted by the Early Childhood Alliance](#). After several meetings, the Working Group recommends:

- Prioritizing lower-income Park City households and residents with young children;
- Encouraging short- and long-term capacity-building in Park City's existing and newly regulated childcare facilities; and
- Increasing the use of the Department of Workforce Services (DWS) Childcare Assistance in Park City (currently underutilized).

On [July 27, 2023](#), and [August 22, 2023](#), the Working Group submitted a childcare progress report and presented administrative recommendations. Importantly, Council discussed a potential PCMC employee benefit program funded from within the \$1M allocation. Council also discussed the need to identify measurements for success, expressed a desire to quickly start distributing funds, discussed the AMI rates for scholarship eligibility, and supported immediately advertising to procure a qualified [Childcare Funding Administrator](#).

The potential PCMC employee childcare benefit program will return to Council on Nov 16, 2023, for consideration and does not plan to draw upon the \$1M. It is not been included in the recommended scholarship program components outlined herein.

Council held a work session to discuss the Childcare Needs-Based Scholarship Program eligibility criteria on the same date as this staff report and the administrator will be responsible to manage the scholarship funds consistent with Council's direction.

Analysis

Two responses were received to the RFP. A Selection Committee was established including Becca Gerber, Michelle Downard, Sarah Mangano, Haley Swenson, Ken Fisher, Kristen Schulz, and Joel Zarrow.

The Selection Committee unanimously recommends awarding the Childcare Funding Administrator contract to Upwards based on their experience administering government subsidies for childcare, bilingual services, reporting abilities, swift customer service responses, ability to process concurrent government subsidies, and their highly performing app. Upwards is the largest childcare network in the United States and has the ability to expand its services to other jurisdictions and local employers in the area.

The Park City Community Foundation has generously offered to donate \$150,000 for the cost of the administrative contract in support of the local childcare subsidy program.

EXHIBITS

A- Draft Childcare Funding Administrator Contract

**PARK CITY MUNICIPAL CORPORATION
SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT**

This Service Provider/Professional Services Agreement (the "Agreement") is made and entered into as of this ____ day of _____, 2023, by and between **PARK CITY MUNICIPAL CORPORATION**, a Utah municipal corporation, ("City"), and **WEECARE, INC.**, a Delaware corporation, **DBA UPWARDS**, ("Service Provider"), collectively, the City and the Service Provider are referred to as (the "Parties").

WITNESSETH:

WHEREAS, the City desires to have certain services and tasks performed as set forth below requiring specialized skills and other supportive capabilities;

WHEREAS, sufficient City resources are not available to provide such services; and

WHEREAS, the Service Provider represents that the Service Provider is qualified and possesses sufficient skills and the necessary capabilities, including technical and professional expertise, where required, to perform the services and/or tasks set forth in this Agreement.

NOW, THEREFORE, in consideration of the terms, conditions, covenants, and performance contained herein, the Parties hereto agree as follows:

1. SCOPE OF SERVICES.

The Service Provider shall perform such services and accomplish such tasks, including the furnishing of all materials and equipment necessary for full performance thereof, as are identified and designated as Service Provider responsibilities throughout this Agreement and as set forth in the "Scope of Services" attached hereto as "**Exhibit A**" and incorporated herein (the "Project"). The total fee for the Project shall not **\$150,000.00**.

The City has designated Haley Swenson, or his/her designee as City's Representative, who shall have authority to act on the City's behalf with respect to this Agreement consistent with the budget contract policy.

2. TERM.

No work shall occur prior to the issuance of a Notice to Proceed which cannot occur until execution of this Agreement, which execution date shall be commencement of the term and the term shall terminate on December 31, 2025, or earlier, unless extended by mutual written agreement of the Parties.

3. COMPENSATION AND METHOD OF PAYMENT.

- A. Payments for services provided hereunder shall be made in accordance with the schedule in **Attachment 1: Childcare Administrator Payment Schedule**, attached hereto and made a part hereof.
- B. No payment shall be made for any service rendered by the Service Provider except for services identified and set forth in this Agreement.
- C. For all "extra" work the City requires, the City shall pay the Service Provider for work performed under this Agreement according to the schedule attached hereto as "**Exhibit B**," or if none is attached, as subsequently agreed to by both Parties in writing.
- D. The Service Provider shall submit to the City Manager or her designee on forms approved by the City Manager, an invoice for services rendered during the pay period. The City shall make payment to the Service Provider within thirty (30) days thereafter. Requests for more rapid payment will be considered if a discount is offered for early payment. Interest shall accrue at a rate of six percent (6%) per annum for services remaining unpaid for sixty (60) days or more.
- E. The Service Provider reserves the right to suspend or terminate work and this Agreement if any unpaid account exceeds sixty (60) days.
- F. Service Provider acknowledges that the continuation of this Agreement after the end of the City's fiscal year is specifically subject to the City Council's approval of the annual budget.

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4. RECORDS AND INSPECTIONS.

- A. The Service Provider shall maintain books, records, documents, statements, reports, data, information, and other material with respect to matters covered, directly or indirectly, by this Agreement, including (but not limited to) that which is necessary to sufficiently and properly reflect all direct and indirect costs related to the performance of this Agreement, and shall maintain such accounting procedures and practices as may be necessary to assure proper accounting of all funds paid pursuant to this Agreement.
- B. The Service Provider shall retain all such books, records, documents, statements, reports, data, information, and other material with respect to matters covered, directly or indirectly, by this Agreement for six (6) years after expiration of the Agreement.
- C. The Service Provider shall, at such times and in such form as the City may require, make available for examination by the City, its authorized representatives, the State Auditor, or other governmental officials authorized by law to monitor this Agreement, all such books, records, documents, statements, reports, data, information, and other material with respect to matters covered, directly or indirectly, by this Agreement. The Service Provider shall permit the City or its designated authorized representative to audit and inspect other data relating to all matters covered by this Agreement. The City may, at its discretion, conduct an audit at its expense, using its own or outside auditors, of the Service Provider's activities, which relate directly or indirectly to this Agreement.
- D. The City is subject to the requirements of the Government Records Access and Management Act, Chapter 2, Title 63G, Utah Code, 1953, as amended and Park City Municipal Code Title 5 ("GRAMA"). All materials submitted by Service Provider pursuant to this Agreement are subject to disclosure unless such materials are exempt from disclosure pursuant to GRAMA. The burden of claiming an exemption from disclosure rests solely with Service Provider. Any materials for which Service Provider claims a privilege from disclosure based on business confidentiality shall be submitted marked as "confidential - business confidentiality" and accompanied by a concise statement from Service Provider of reasons supporting its claim of business confidentiality. Generally, GRAMA only protects against the disclosure of trade secrets or commercial information that could reasonably be expected to result in unfair competitive injury. The City will make reasonable efforts to notify Service Provider of any requests made for disclosure of documents submitted under a claim of

PARK CITY MUNICIPAL CORPORATION

SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT

confidentiality. Service Provider specifically waives any claims against the City related to any disclosure of materials pursuant to GRAMA.

5. INDEPENDENT CONTRACTOR RELATIONSHIP.

- A. The Parties intend that an independent Service Provider/City relationship will be created by this Agreement. No agent, employee, or representative of the Service Provider shall be deemed to be an employee, agent, or representative of the City for any purpose, and the employees of the Service Provider are not entitled to any of the benefits the City provides for its employees. The Service Provider will be solely and entirely responsible for its acts and for the acts of its agents, employees, subcontractors or representatives during the performance of this Agreement.
- B. In the performance of the services herein contemplated, the Service Provider is an independent contractor with the authority to control and direct the performance of the details of the work, however, the results of the work contemplated herein must meet the approval of the City and shall be subject to the City's general rights of inspection and review to secure the satisfactory completion thereof.

6. SERVICE PROVIDER EMPLOYEE/AGENTS.

The City may at its sole discretion require the Service Provider to remove an employee(s), agent(s), or representative(s) from employment on this Project. The Service Provider may, however, employ that (those) individuals(s) on other non-City related projects.

7. HOLD HARMLESS INDEMNIFICATION.

- A. The Service Provider shall indemnify and hold the City and its agents, employees, and officers, harmless from and shall process and defend at its own expense any and all claims, demands, suits, at law or equity, actions, penalties, losses, damages, or costs, of whatsoever kind or nature, brought against the City arising out of, in connection with, or incident to the execution of this Agreement and/or the Service Provider's negligent performance or failure to perform any aspect of this Agreement; provided, however, that if such claims are caused by or result from the concurrent negligence of the City, its agents, employees, and officers, this indemnity provision shall be valid and enforceable only to the extent of the negligence of the Service Provider; and provided further, that nothing herein shall require the Service Provider to hold harmless or defend the City, its agents, employees and/or officers from any claims arising from the sole negligence of the City, its agents, employees, and/or officers. The Service Provider expressly agrees that the indemnification provided

PARK CITY MUNICIPAL CORPORATION SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT

herein constitutes the Service Provider's limited waiver of immunity as an employer under Utah Code Section 34A-2-105; provided, however, this waiver shall apply only to the extent an employee of Service Provider claims or recovers compensation from the City for a loss or injury that Service Provider would be obligated to indemnify the City for under this Agreement. This limited waiver has been mutually negotiated by the Parties, and is expressly made effective only for the purposes of this Agreement. The provisions of this section shall survive the expiration or termination of this Agreement.

- B. No liability shall attach to the City by reason of entering into this Agreement except as expressly provided herein.

8. INSURANCE.

The Service Provider shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Service Provider, their agents, representatives, employees, or subcontractors. The Service Provider shall provide a Certificate of Insurance evidencing:

- A. General Liability insurance written on an occurrence basis with limits no less than One Million Dollars (\$1,000,000) per occurrence and Three Million Dollars (\$3,000,000) aggregate for personal injury, bodily injury and property damage.

The Service Provider shall increase the limits of such insurance to at least the amount of the Limitation of Judgments described in Section 63G-7-604 of the Governmental Immunity Act of Utah, as calculated by the state risk manager every two years and stated in Utah Admin. Code R37-4-3.

- B. Automobile Liability insurance with a combined single limit of not less than One Million Dollars (\$1,000,000) each accident for bodily injury, death of any person, and property damage arising out of the ownership, maintenance, and use of owned, hired, and non-owned motor vehicles. This policy must not contain any exclusion or limitation with respect to loading or unloading of a covered vehicle.
- C. Professional Liability (Errors and Omissions) insurance (if applicable) with annual limits no less than One Million Dollars (\$1,000,000) per occurrence. Service Provider agrees to continue to procure and maintain professional liability insurance coverage meeting these requirements for the applicable period of statutory limitation of claims (or statute of repose, if applicable) after the project completion or termination of this Agreement.

PARK CITY MUNICIPAL CORPORATION SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT

If written on a claims-made basis, the Service Provider warrants that the retroactive date applicable to coverage precedes the effective date of this agreement; and that continuous coverage will be maintained for an extended reporting period endorsement (tail coverage) will be purchased for a period of at least three (3) years beginning from the time that work under this agreement is complete.

- D. Workers Compensation insurance and Employers Liability coverage with Workers Compensation limits complying with statutory requirements and Employer's Liability Insurance limits of at least One Million Dollars (\$1,000,000) each accident, One Million Dollars (\$1,000,000) for bodily injury by accident, and One Million Dollars (\$1,000,000) each employee injury by disease.
- for

The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of Park City Municipal Corporation for all work performed by the Service Provider, its employees, agents, and subcontractors.

- E. Park City Municipal Corporation, its officers, officials, employees, and volunteers are to be covered as additional insureds on general liability and auto liability insurance policies, with respect to work performed by or on behalf of the Service Provider including materials, parts, or equipment furnished in connection with such work or operations and automobiles owned, leased, hired, or borrowed by or on behalf of the Service Provider and a copy of the endorsement naming the City as an additional insured shall be attached to the Certificate of Insurance.
- F. Should any of the above-described policies be cancelled before the expiration date thereof, Service Provider shall deliver notice to the City within thirty (30) days of cancellation. The City reserves the right to request certified copies of any required policies.
- G. The Service Provider's insurance shall contain a clause stating that coverage shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
- H. For any claims related to this Agreement, the Service Provider's insurance coverage shall be primary insurance coverage with respect to Park City Municipal Corporation, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by Park City Municipal Corporation, its officers, officials, employees, or volunteers shall

PARK CITY MUNICIPAL CORPORATION SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT

be excess of the Service Provider's insurance and shall not contribute with it.

9. TREATMENT OF ASSETS.

Title to all property furnished by the City shall remain in the name of the City and the City shall become the owner of the work product and other documents, if any, prepared by the Service Provider pursuant to this Agreement (contingent on City's performance hereunder).

10. COMPLIANCE WITH LAWS AND WARRANTIES.

- A. The Service Provider, in the performance of this Agreement, shall comply with all applicable federal, state, and local laws and ordinances, including regulations for licensing, certification and operation of facilities, programs and accreditation, and licensing of individuals, and any other standards or criteria as described in this Agreement to assure quality of services.
- B. Unless otherwise exempt, the Service Provider is required to have a valid Park City business license.
- C. The Service Provider specifically agrees to pay any applicable fees or charges which may be due on account of this Agreement.
- D. If this Agreement is entered into for the physical performance of services within Utah, the Service Provider shall register and participate in E-Verify or an equivalent program. The Service Provider agrees to verify employment eligibility through E-Verify, or an equivalent program, for each new employee that is employed within Utah, unless exempted by Utah Code § 63G-12-302.
- E. Service Provider shall be solely responsible to the City for the quality of all services performed by its employees or sub-contractors under this Agreement. Service Provider hereby warrants that the services performed by its employees or sub-contractors will be performed substantially in conformance with the standard of care observed by similarly situated companies providing services under similar conditions.

11. NONDISCRIMINATION.

Any Service Provider that enters into an agreement for goods or services with Park City Municipal Corporation or any of its boards, agencies, or departments shall:

- A. Implement an employment nondiscrimination policy prohibiting discrimination in hiring, discharging, promoting or demoting, matters of

PARK CITY MUNICIPAL CORPORATION SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT

compensation, or any other employment- related decision or benefit against a person otherwise qualified, because of actual or perceived race; color; sex; pregnancy, childbirth, or pregnancy- related conditions; age, if the individual is 40 years of age or older; religion; national origin; disability; sexual orientation; gender identity; genetic information; or military status.

- B. In the performance of this Agreement, Service Provider shall not discriminate on account of actual or perceived race; color; sex; pregnancy, childbirth, or pregnancy-related conditions; age, if the individual is 40 years of age or older; religion; national origin; disability; sexual orientation; gender identity; genetic information; or military status.
- C. Incorporate the foregoing provisions in all subcontracts or assignments hereunder and take such actions as may be required to ensure full compliance with the provisions of this policy.

12. ASSIGNMENTS/SUBCONTRACTING.

- A. The Service Provider shall not assign its performance under this Agreement or any portion of this Agreement without the written consent of the City, and it is further agreed that said consent must be sought in writing by the Service Provider not less than thirty (30) days prior to the date of any proposed assignment. The City reserves the right to reject without cause any such assignment. Any assignment made without the prior express written consent of the City, as required by this paragraph, shall be deemed null and void.
- B. Any work or services assigned hereunder shall be subject to each provision of this Agreement and proper bidding procedures where applicable as set forth in local, state or federal statutes, ordinance and guidelines.
- C. Any technical/professional service subcontract not listed in this Agreement, must have express advance approval by the City.
- D. Each subcontractor that physically performs services within Utah shall submit an affidavit to the Service Provider stating that the subcontractor has used E-Verify, or an equivalent program to verify the employment status of each new employee, unless exempted by Utah Code § 63G-12-302.

PARK CITY MUNICIPAL CORPORATION SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT

13. CHANGES.

Either party may request changes to the scope of services and performance to be provided hereunder, however, no change or addition to this Agreement shall be valid or binding upon either party unless such change or addition be in writing and signed by both Parties. Such amendments shall be attached to and made part of this Agreement.

14. PROHIBITED INTEREST, NO THIRD-PARTY RIGHTS AND NO GRATUITY TO CITY EMPLOYEES.

- A. No member, officer, or employee of the City shall have any interest, direct or indirect, in this Agreement or the proceeds thereof.
- B. Nothing herein is intended to confer rights of any kind in any third party.
- C. No City employee who has procurement decision making authority and is engaged in the procurement process, or the process of administering a contract, may knowingly receive anything of value including but not limited to gifts, meals, lodging or travel from anyone that is seeking or has a contract with the City.

15. MODIFICATIONS TO TASKS AND MISCELLANEOUS PROVISIONS.

- A. All work proposed by the Service Provider is based on current government ordinances and fees in effect as of the date of this Agreement.
- B. Any changes to current government ordinances and fees which affect the scope or cost of the services proposed may be billed as an "extra" pursuant to Paragraph 3(C), or deleted from the scope, at the option of the City.
- C. The City shall make provision for access to the property and/or project and adjacent properties, if necessary, for performing the services herein.

16. TERMINATION.

- A. Either party may terminate this Agreement, in whole or in part, at any time, by at least thirty (30) days' written notice to the other party. The Service Provider shall be paid its costs, including contract close-out costs, and profit on work performed up to the time of termination. The Service Provider shall promptly submit a termination claim to the City. If the Service Provider has any property in its possession belonging to the City,

PARK CITY MUNICIPAL CORPORATION SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT

the Service Provider will account for the same, and dispose of it in a manner directed by the City.

- B. If the Service Provider fails to perform in the manner called for in this Agreement, or if the Service Provider fails to comply with any other provisions of the Agreement and fails to correct such noncompliance within three (3) days' written notice thereof, the City may immediately terminate this Agreement for cause. Termination shall be affected by serving a notice of termination on the Service Provider setting forth the manner in which the Service Provider is in default. The Service Provider will only be paid for services performed in accordance with the manner of performance set forth in this Agreement.

PARK CITY MUNICIPAL CORPORATION SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT

17. NOTICE.

Notice provided for in this Agreement shall be sent by certified mail to the addresses designated for the Parties below. Notice is effective upon the date it was sent, except that a notice of termination pursuant to Paragraph 16 is effective upon receipt. All reference to “days” in this Agreement shall mean calendar days.

18. ATTORNEYS FEES AND COSTS.

If any legal proceeding is brought for the enforcement of this Agreement, or because of a dispute, breach, default, or misrepresentation in connection with any of the provisions of this Agreement, the prevailing party shall be entitled to recover from the other party, in addition to any other relief to which such party may be entitled, reasonable attorney’s fees and other costs incurred in connection with that action or proceeding.

19. JURISDICTION AND VENUE.

- A. This Agreement has been and shall be construed as having been made and delivered within the State of Utah and it is agreed by each party hereto that this Agreement shall be governed by the laws of the State of Utah, both as to interpretation and performance.
- B. Any action of law, suit in equity, or judicial proceeding for the enforcement of this Agreement, or any provisions thereof, shall be instituted and maintained only in any of the courts of competent jurisdiction in Summit County, Utah.

20. SEVERABILITY AND NON-WAIVER.

- A. If, for any reason, any part, term, or provision of this Agreement is held by a court of the United States to be illegal, void or unenforceable, the validity of the remaining provisions shall not be affected, and the rights and obligations of the Parties shall be construed and enforced as if the Agreement did not contain the particular provision held to be invalid.
- B. If it should appear that any provision hereof is in conflict with any statutory provision of the State of Utah, said provision which may conflict therewith shall be deemed inoperative and null and void insofar as it may be in conflict therewith, and shall be deemed modified to conform in such statutory provisions.

PARK CITY MUNICIPAL CORPORATION SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT

- C. It is agreed by the Parties that the forgiveness of the non-performance of any provision of this Agreement does not constitute a subsequent waiver of the provisions of this Agreement. No waiver shall be effective unless it is in writing and signed by an authorized representative of the waiving party.

21. ENTIRE AGREEMENT.

The Parties agree that this Agreement is the complete expression of the terms hereto and any oral representations or understandings not incorporated herein are excluded. Further, any modification of this Agreement shall be in writing and signed by both Parties. Failure to comply with any of the provisions stated herein shall constitute material breach of contract and cause for termination. Both Parties recognize time is of the essence in the performance of the provisions of this Agreement.

22. COUNTERPARTS.

This Agreement may be executed in counterparts, each of which will be deemed an original and all of which together will constitute one and the same instrument.

23. ELECTRONIC SIGNATURES.

Each party agrees that the signatures of the parties included in this Agreement, whether affixed on an original document manually and later electronically transmitted or whether affixed by an electronic signature through an electronic signature system such as DocuSign, are intended to authenticate this writing and to create a legal and enforceable agreement between the parties hereto.

**PARK CITY MUNICIPAL CORPORATION
SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT**

IN WITNESS WHEREOF the Parties hereto have caused this Agreement to be executed the day and year first hereinabove written.

PARK CITY MUNICIPAL CORPORATION, a
Utah municipal corporation
445 Marsac Avenue
Post Office Box 1480
Park City, UT 84060-1480

Matt Dias, City Manager

Attest:

City Recorder's Office

Approved as to form:

City Attorney's Office

**PARK CITY MUNICIPAL CORPORATION
SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT**

WEECARE, INC. a Delaware corporation,
DBA UPWARDS
4223 Glencoe Avenue
Suite C125
Marina Del Ray, CA 90292

TaxID#: 82-2418770
PC Business License# BL N/A

JESSA SANTANGELO
Vice President – Business Development

PARK CITY MUNICIPAL CORPORATION SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT

EXHIBIT “A”

SCOPE OF SERVICES

1. Service Provider shall assume responsibility for the design, implementation, effective promotion, and monitoring of a scholarship program catering to childcare providers. This program shall be developed in strict accordance with the criteria established by the City Council, as documented in Attachment 2: Childcare Needs-Based Scholarship Program Criteria or as directed by the Park City Council.

Service Provider agrees to provide the following services:

- A. Act as a liaison between the City and the community by managing a childcare scholarship program that is funded by the City and consistent with City Council’s established criteria.
- B. Promote the program bilingually (i.e., radio, newspaper, website, etc.) and encourage participation among eligible childcare providers and households. Provide strategic outreach to connect with the hardest-to-reach populations.
 1. Launch a marketing, awareness, and outreach campaign to promote the program's benefits and offerings to both childcare providers (“Providers”) and Summit County residents (“Families”).
 2. Providers and Families must receive multiple outreach attempts by phone and email before a Provider and/or Family can be deemed as “unable to reach”.
 3. Families cannot be moved to lost and reason “unable to reach” unless a minimum of eight phone call attempts over five days, at four different times of day from at least two different numbers, three voicemails, two double dial attempts, and six text messages.
 4. Market local Providers to eligible program-participating Families.
 5. Collaborate with key stakeholders, media outlets, and local employers to establish consistent messaging, enhance public awareness, and effectively market services to eligible families.
 6. Service Provider will collaborate with the City to spread awareness of the program to eligible participants.

The Service Provider is required to receive written confirmation of approval from Park City prior to posting any Fbudmedia content.

- C. Verify and confirm that all participating childcare providers are appropriately licensed with the State of Utah and the City. Service Provider will work with Providers to onboard and integrate onto the Service Provider platform.

PARK CITY MUNICIPAL CORPORATION SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT

1. Facilitate all onboarding of eligible local childcare Providers onto the Service Provider platform.
 2. Eligible childcare Providers will have access to Service Provider's business and technical assistance and technology tools free of charge, including all premium features.
 3. Each participating provider will have access to a dedicated 1:1 Care Specialist 24/7 technical assistance support.
 4. All payment tuition processing fees will be waived for Families enrolled, excluding third-party credit card transaction fees.
 5. Service Provider will maintain and make available detailed Provider files that include but are not limited to: locations, rates, hours of operation, qualifications, license, reports, and vacancy data.
 6. Service Provider will engage in initiatives to increase the number of Providers when necessary.
- D. Design an inclusive application process, including an application form with clear and consistent requirements for document submittals. Ensure applications from childcare providers and guardians demonstrate compliance with the eligibility criteria, including income levels and priority based on the highest needs and participation in the State of Utah's Department of Workforce Services (DWS) Childcare Assistance Program.
1. Service Provider will document participant eligibility, determine eligibility, and maintain adequate records of the eligibility process.
 2. Service Provider will set up participant files to document all provided services and associated costs.
 3. Service Provider will notify applicants of their eligibility determination.
 4. Providers are not required to use the Service Provider's app to run their business to participate in the program. Regulated Childcare Providers who opt out of using the app may receive delayed payment that may take up to 3 to 5 business days.
- E. Provide a high level of customer service and support to applicants as they complete applications and submit documentation. Review applications, determine eligibility, and calculate scholarship amounts.
1. Service Provider will facilitate all onboarding of eligible Families.
 2. Eligible Families will have access to Service Provider's business and technical assistance and technology tools free of charge, including all premium features.
 3. Each participating family will have access to a dedicated 1:1 Care Specialist and technical support.

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4. All payment tuition processing fees will be waived for Families enrolled, excluding third-party credit card transaction fees.
- F. Support all qualifying applicants in applying for DWS Childcare Assistance.
- G. Distribute funds directly to childcare providers. Maintain appropriate records to ensure compliance. Comprehensive documentation will be provided to the City every two months and on a quarterly basis, or as requested, as outlined in Section J below.
- H. Ensure an adequate amount of ongoing funding is available from the City using detailed accounting reconciliation and ongoing projections. Service Provider may adjust the 10% AMI limits for eligibility to 12% based on trends.
- I. Ensure successful program administration and performance and identify how the success of the program will be evaluated. Measuring the success of the Scholarship Program and local ongoing childcare needs is essential. Measurements to assess these factors include but are not limited to:
1. Exhaust the full budget allocation within 12-18 months of the program launch.
 2. The total scholarship amount provided to Park City resident children is higher than the workforce.
 3. The average scholarship amount for Park City resident children is higher than the workforce.
 4. An increase in DWS Childcare Assistance applications submitted and successful enrollment.
 5. An increase in regulated childcare capacity.
 6. An increase in regulated childcare providers.
- J. Report every two months to the Park City Finance Department (i.e., program statistics, funding status, successes, and areas to improve) and every four months to the City Council. Service Provider shall maintain bi-weekly meetings with Park City in the first quarter of the program. Be reasonably available to provide additional information and report as requested. All program statistics will be published online to ensure public accountability.
1. Service Provider will maintain proper documentation and verification to track that populations and persons served are residents of Park City and eligible childcare Providers, including all necessary reporting requirements.
 2. Service Provider will prepare ongoing program evaluation and monitoring and complete annual program outcomes and reports.

PARK CITY MUNICIPAL CORPORATION SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT

- K. Set up scholarship(s) payments that are directly credited to a child's tuition with their respective childcare provider based upon eligibility to offset higher costs of infant and toddler care.
 - 1. Service Provider will offer multiple payment options for Families.
 - 2. Service Provider will pay Providers within 24-72 hours of delivering service.
 - 3. Service Provider will maintain expenditure reports, including tuition disbursements.
- L. Create a monthly financial incentive to providers who accept Park City children using a DWS childcare subsidy.
- M. Families and Providers will have access to Service Provider's Platform.
 - 1. Families and Providers will have access to Service Provider's proprietary mobile app, platform & website.
 - 2. Digital capabilities include filter and find functionality, two-way in-app messaging, photos and videos, safety features, curriculum activities, payment portal, tour scheduling, document verification, progress trackers, community forums, streamlined application process, virtual tours, benefits dashboard, streamlined enrollment paperwork process, attendance, and feedback system.
 - 3. Families will have access to a dedicated website.
 - 4. Families and Providers will have access to dedicated care specialists throughout the enrollment and continuous care process.
 - 5. Providers will have access to the specific proprietary weekend curriculum and activities.
 - 6. Families and Providers will have access to a dedicated phone line with multilingual support.
- N. Service Provider will provide unlimited tour scheduling, custom matchmaking concierge services, and enrollment assistance.
 - 1. Service Provider will assist both the Providers and interested Families with tour scheduling, enrollment, first-day paperwork and coordination, and ongoing tuition processing.
 - 2. A Service Provider care specialist will assist Families with all enrollment paperwork and required records.
 - 3. Service Provider will provide ongoing 24/7 customer and technical support to enrolled Families of childcare Providers.

2. The City agrees to pay Service Provider:

PARK CITY MUNICIPAL CORPORATION SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT

- A. Service Provider shall receive an initial operational startup payment of \$250,000.00 (Two Hundred Fifty Thousand Dollars) upon commencement of services. This payment is intended to facilitate timely disbursement of tuition payments to childcare providers on behalf of scholarship recipients to reduce delays during the first quarter of the program. This payment is allocated from the \$1,000,000.00 funding for childcare services and is not for compensation of Service Provider.
- B. The City will compensate Service Provider for its time, effort, and administrative tasks related to the Childcare Provider Scholarship Program, as described in this Agreement in Attachment 1: Childcare Administrator Payment Schedule.
- C. The City agrees to pay Service Provider funds to be allocated for the distribution of scholarships to childcare providers for eligible, participating families, in accordance with the Program criteria outlined in Attachment 2: Childcare Needs-Based Scholarship Program Criteria.

Service Provider shall make monthly payments to the Providers on or before the 1st of each month during the term of this Agreement on behalf of the scholarship recipients.

PARK CITY MUNICIPAL CORPORATION SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT

Attachment 1: Childcare Administrator Payment Schedule

Service Provider will receive a total compensation not to exceed \$150,000 as payment for the services outlined in this Agreement.

1. Upon commencement of services, the Service Provider will receive an initial operational startup payment of \$75,000.
2. Following the initial payment, the Service Provider agrees to receive regular payments of fifteen thousand (\$15,000) per quarter until the total sum of one million (\$1,000,000) designed for the Childcare Tuition Scholarship is exhausted.
3. In the event that the Childcare Tuition Scholarship funds are fully expended before the completion of the fifth quarter payment, PCMC shall, within thirty (30) days from the exhaustion of funds, issue a lump sum payment equal to the remaining balance of one hundred fifty thousand dollars (\$150,000) to the Service Provider, as compensation for services rendered.

PARK CITY MUNICIPAL CORPORATION SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT

Attachment 2: Childcare Needs-Based Scholarship Program Criteria

Program Components to Regulated Childcare Provider	<AMI	Estimated Need	# Children Served	\$ per child per month	Funding Amount
Childcare Needs-Based Tuition Scholarship	100% AMI; 10% income max 120% AMI; 12% income max	72	65	\$833*	\$750,000
Infant & Toddler Childcare (up to 36 months) Tuition Scholarship	150%		63	\$200	\$150,000
Regulated Childcare Provider Incentive to Serve children enrolled in DWS Childcare Assistance		69	28	\$300	\$100,000
*Estimated monthly average scholarship per child					\$1,000,000

Childcare Needs-Based Scholarship Program Criteria

1. Childcare Needs-Based Tuition Scholarship
 - a. Park City resident children;
 - b. A household income of less than 100% AMI;
 - c. No more than 10% of the household income on childcare (total sum including multiple children) per month;
 - d. A regulated childcare provider located within Summit County; and
 - e. Allow Service Provider the discretion to award scholarships to households with income of less than 120% AMI to spend no more than 12% of the household income on childcare based on the number of applications received and the funding burn rate.
2. Infant & Toddler Childcare (up to 36 months) Tuition Scholarship
 - a. Park City residents and/or Park City workforce children;
 - b. A household income of less than 150% AMI;
 - c. \$200 scholarship per child per month; and
 - d. A regulated childcare provider located within Summit County.
3. Regulated Childcare Provider Incentive to Serve Children Enrolled in DWS Childcare Assistance
 - a. *\$300 per month per child enrolled in DWS Childcare Assistance; and
 - b. A regulated childcare provider located within Summit County.

PARK CITY MUNICIPAL CORPORATION SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT

4. Childcare Needs Based Scholarship Program Criteria

- a. The City Council reserves the right to, at its sole discretion and at any time, modify or amend the criteria governing the Childcare Needs-based Scholarship Program. Such modifications may include, but are not limited to, changes in eligibility requirements, income thresholds, application procedures, and the scope of the program. Any amendments made by the City Council shall be communicated to all relevant parties in a timely manner, and all program participants, applicants, and stakeholders shall be bound by these amendments upon their effective date. The City Council shall not be held liable for any losses or damages resulting from these modifications, and all parties acknowledge and agree to this provision by participating in the Childcare Needs-based Scholarship Program.



City Council Staff Report

Subject: General Obligation Bond Public Meeting
Author: Budget Team
Department: Budget, Debt, & Grants
Date: October 26, 2023
Type of Item: Administrative

Summary Recommendation

City Council should conduct a public meeting pursuant to state code where arguments in favor of and against the ballot proposition for a \$30,000,000 recreational facility general obligation bond (GO Bond) can be presented.

Executive Summary

On November 21, 2023, Park City voters will have the opportunity to answer this question on the ballot:

Shall Park City, Utah (the "City"), be authorized to issue general obligation bonds in the amount not to exceed thirty million dollars (\$30,000,000) (the "Bonds") for the purpose of financing all or a portion of the costs associated with constructing, improving, furnishing, and equipping new and existing City recreational facilities? This includes but is not limited to expanded fitness facilities, field lights, indoor and outdoor pickleball courts, Nordic area, refrigerated outdoor ice sheet, and support maintenance facilities. Said Bonds are to be due and payable in not to exceed twenty (20) years from the date of issuance of the Bonds.

Per [Utah Code section 59-1-1605](#), City Council shall conduct a public meeting where it allows equal time, within a reasonable limit, for a presentation of the arguments in favor of and against the ballot proposition. To accomplish this, arguments that were prepared by eligible voters for and against the ballot proposition will be read followed by rebuttals. These arguments and rebuttals are attached as Exhibit A.

More information about the GO Bond can be found at engageparkcity.org/pcrecreation.

Tax Analysis & Remaining Timeline

If the GO Bonds are issued as planned (and without regard to the existing taxes currently paid for existing bonds that will reduce over time), a property tax sufficient to pay debt service on the Bonds will be required over a period of 20 years in the estimated average amount of \$137.20 per year on a \$2.34M primary residence and in the estimated amount of \$249.46 per year on a business property having the same value. The foregoing information is only an estimate and is not a limit on the amount of taxes that the Council may be required to levy to pay debt service on the Bonds. The Council is obligated to

levy taxes to the extent provided by law to pay the Bonds. The amounts are based on various assumptions and estimates, including estimated debt service on the Bonds and taxable values of property in the City.

Below, you will find a more detailed funding profile based on assessed value:

Assessed Value	Annual Increase (Est.)		Monthly Increase (Est.)	
	Primary	Non-Primary	Primary	Non-Primary
\$500,000	\$29	\$52	\$2	\$4
\$1,000,000	\$58	\$105	\$5	\$9
\$1,500,000	\$87	\$157	\$7	\$13
\$2,000,000	\$116	\$210	\$10	\$17
\$2,340,000	\$137	\$250	\$11	\$21
\$3,000,000	\$173	\$315	\$14	\$26
\$3,500,000	\$202	\$367	\$17	\$31
\$4,000,000	\$231	\$420	\$19	\$35
\$4,500,000	\$260	\$472	\$22	\$39
\$7,000,000	\$404	\$735	\$34	\$61

GO Bond Timeline

Date	Action Item
October 31	Ballots mailed
November 21	Election

Department Review

This report has been reviewed by the Budget Office, City Attorney's Office, and City Manager's Office.

Exhibit A: Arguments and Rebuttals - Park City GO Bond Election 2023

Pro-Statement

It's been 22 years since Park City last asked voters to approve a recreation-focused bond. Vote Yes on the Park City Recreational Facilities Bond Question.

As Park City residents, we benefit from a long and storied commitment to recreation, health, and wellness. Over 50 years ago, organized fitness began in the War Memorial Building on Main Street with a local adult basketball league. Nearly 40 years ago, Park City purchased the foreclosed and privately-owned tennis facility which became the PC MARC. Twenty-two years ago, residents approved a bond for the construction of the Park City Ice Arena and the construction of several neighborhood parks.

Due to careful management by the Recreation Department and support of current and prior city councils, Park City has continuously improved recreation over the last two decades through varied sources of funding including grants, impact fees, and mindful budgeting. Notably, the City built the Park City Sports Complex at Quinn's Junction and funded the 2011 renovation of the PC MARC. Many additional improvements have been made possible through the ingenuity of city staff seeking grants. Summit County RAP Tax Grants, for example, supported projects ranging from field turf replacement to pickleball sound mitigation.

As our community expands, and demand on existing facilities increases, residents need to comprehensively look at how best to improve recreation in our community while ensuring existing facilities receive the maintenance and attention they need. Over the past year, recreation department staff, the recreation advisory board, and community stakeholders have come together to create a future-looking Recreation Master Plan based on community outreach and volumes of feedback from previous recreation planning.

Park City voters now have the opportunity to pass a \$30 million general obligation bond to bring this work to life. The plan includes both new construction and improvements to existing facilities: 1) indoor and outdoor pickleball courts, 2) a refrigerated and covered outdoor ice sheet, 3) a Nordic skiing and trailhead area, 4) expanded fitness facilities, 5) a bicycle pump track, 6) new sports field lighting and 7) maintenance facilities.

As part of this Recreation Master Plan, the City is also committing existing funds to replace the aging pools at the PC MARC and build a new City Park Recreation Building, home to the PC Summer Camp and other recreational programming.

These investments not only create new recreation buildings but also substantially improve our existing facilities - many of which are operating beyond their intended capacity. Some of these needs (such as expanded field lighting and an additional ice sheet) had been identified as far back as 2013.

As Park City continues to see growth, recreation provides the opportunity to gather with friends, meet new people and build community. Having a robust public recreation program ensures that everyone has access to the benefits that come from recreation, regardless of income. Now is our chance. Vote Yes on Question 1 and continue to advance the City's mission

and commitment to “enriching the lives in our community through exceptional people, programs, and facilities.”

Abby McNulty
Park City, UT 84060
Phone: 435-659-6946
Email: asmcnu55@yahoo.com

Rebuttal to Pro-Statement

It’s been seven years since Park City voters approved a \$25M open space bond to protect the Bonanza Flat. The bond allowed the City to purchase the area, securing it from potential development and providing ample outdoor recreational opportunities for residents and non-residents alike.

Two years later, Park City voters were asked to approve another bond in the amount of \$48M to conserve Treasure Hill as open space. The recreation value of both properties cannot be overstated and was highlighted in the 2016 and 2018 bond language appealing to 84060 residents.

It is true that Park City has made significant and successful investments in recreation. That is evident in the 2022 NCS data. 95% of respondents ranked recreation opportunities as good or excellent while only 12% of residents ranked the cost of living as good or excellent. It is also true that many of these opportunities are also enjoyed by non-residents.

While it’s true the area is growing, Park City is not. The population of Park City has declined slightly since 2020. That is not the case for greater Summit County, and even less so in Salt Lake and Wasatch counties who have seen significant growth. Demand for recreational facilities is up but not just from Parkites. 85% of 2022 Ice Arena participants were non-Park City residents.

It is NOT appropriate to ask 84060 taxpayers to fund additional recreation that benefits the entire region when critical needs are not being met within city limits.

Megan McKenna
Park City, UT 84060
Phone: 435-659-8465
Email: megan@housinghelp.org

Con-Statement

Prioritizing Critical Needs Over Recreation

In their March retreat, the City Council reviewed the 2022 National Community Survey results. The data reveals Park City excels in safety and recreation and falls short in affordability and transportation. The Council identified affordability/housing and transportation as critical priorities. Now is not the appropriate time to ask taxpayers to take on debt for recreation.

1. Recreational Strength Already Evident:

According to the survey, Park City already boasts a strong reputation for its recreational offerings. 95% of respondents ranked recreation opportunities as good or excellent. The community enjoys ample access to parks, 400 miles of trails, impressive recreational facilities, and 8,000 acres of open space. Park City provides world-class recreational opportunities and continues to allocate significant funds to recreation.

2. Critical Priorities:

The survey results underscore Park City's most critical challenges. Only 12% of respondents ranked cost of living as good or excellent. The cost of living in Park City is 65% higher than the national average. Affordability doesn't affect everyone equally but the impacts are community-wide. To be a world-class destination, we must support the workforce that makes that possible.

- **Housing Affordability:** The survey data highlights concerns about the escalating cost of housing. The average home in Park City is over \$2M. Housing costs are 251% higher in Park City than the national average.
- **Childcare:** The survey suggests that the accessibility and affordability of childcare is also a major concern of residents. The Council's one-time \$1M contribution to childcare will go a long way but the problem is on-going.
- **Food Affordability:** Food affordability concerns, as revealed in the survey, indicate that some residents are struggling to meet their basic nutritional needs. 16.5% of PCSD students are eligible for free and reduced lunch and the CCPC has reported an increase in food pantry services.
- **Transportation:** With 9,000 of our 11,000 workforce commuting into Park City each day, the lack of affordable housing is also a traffic problem. Dissatisfaction with transportation options, including public transit and traffic congestion, indicates a need for substantial improvements to enhance mobility and reduce the city's environmental footprint.

3. Exploring Alternative Funding Sources:

Instead of placing the burden of a recreation bond on taxpayers, the city should explore alternative funding sources for recreational improvements, such as public-private partnerships, grants, and user fees.

4. Allocating Resources Wisely:

With limited resources, it is essential to prioritize critical needs which will have a more profound and immediate impact on residents and the overall sustainability of our community over additional recreational spending.

It's vital that our elected officials, when presented with evidence, respect the will of the community and allocate resources in a way that prioritizes our most urgent needs. The 2022 NCS results provide a compelling case against the G.O. bond. Taxpayers should not be asked to fund an already robust recreational program when critical needs are not being met. It's essential to allocate resources thoughtfully to promote a more inclusive, equitable, and sustainable future for all residents.

Megan McKenna
Park City, UT 84060
Phone: 435-659-8465
Email: megan@housinghelp.org

Rebuttal to Con-Statement

Recreation is a Top Priority for Residents

According to the National Community Survey, which was referenced by the con argument, 87% of Park City survey respondents do believe it's important to focus on recreation opportunities in the next two years. **Now is the time to "VOTE YES" on the recreation bond.**

Recreation Builds Community

In cities and towns across the US, parks and recreation is predominantly a service provided by the local government. When Park City Municipal and Park City Recreation provide comprehensive recreation opportunities to residents, they are opening doors to a new sport or activity; helping residents live a healthy life; building closer ties with neighbors; and creating the bonds of friendship that keep Park City, Park City. Yes, we do need to tackle affordable housing and transportation, but we cannot do it at the expense of all other business of creating, managing, and nurturing our city's livability.

Recreation Master Plan is Worthy of a Bond

Recreation staff already do an exceptional job pursuing grants and being wise stewards of citizen's dollars. Most recently, the Prospector Park playground was re-imagined with funds from the Recreation RAP Tax. In addition, the Recreation Department recovers over 70% of their operating expenses through user fees (higher than industry standard), while still providing reduced or no cost memberships and scholarships to residents in need. A bond is now necessary to support a Recreation Master Plan.

Abby McNulty
Park City, UT 84060
Phone: 435-659-6946
Email: asmcnu55@yahoo.com

Park City shall conduct a public meeting on October 26, 2023, beginning at the hour of 6:00 p.m. at 445 Marsac Avenue, Park City, Utah. The purpose of the meeting is to hear arguments for and against the issuance of the Bonds.

City Council Staff Report

Subject: Park Silly Sunday Market Agreement Approval
Author: Jenny Diersen
Department: Special Events
Date: October 26, 2023
Type of Item: Administrative

Recommendation

After reviewing the 2023 Park Silly Sunday Market (PSSM) debrief, hold a public hearing and consider a request from PSSM to approve a five-year agreement in a form approved by the City Attorney, including the specific schedule for 2024.

Executive Summary

Over the years, PSSM has worked with the City to mitigate impacts, collaborate with local merchants, and address resident concerns to align community goals and priorities better. In addition, over the last 18 months, we conducted extensive community and stakeholder outreach regarding the future of PSSM and the potential for another long-term contract.

Annually, PSSM is required to present an end-of-season debrief by November 1 as part of their Agreement (**Exhibit A**). The 2023 debrief includes measures of success, attendance, sustainability efforts, and transportation initiatives. Each year during the annual debrief, PSSM requests the City Council's approval of the following year's schedule.

After gaining perspective from the outreach, and as the City Council requested at the August 22 meeting, PSSM proposed a long-term Agreement (**Exhibit B**). The proposal includes an 8- to 10-year Agreement with 11 Sundays from June to September, using the same scope as they used in 2023.

After review and consideration, Special Events recommends the City Council consider a 5-year contract (2024 to 2028) with an option to extend for three additional years (2029 to 2031). The specific terms are outlined in the Analysis section, including the dates for the 2024 event. In addition, the PSSM will return each spring for its annual Supplemental Plan presentation and approval.

Background

There is a long, detailed [PSSM history linked here](#). The PSSM started in 2006 on lower Main Street as a 17-day market. Based on community feedback, the PSSM was reduced to 15 days, then 14 days, and this year to 11 days. The PSSM is a Community Identifying Event, and its mission has been incubating local and non-profit businesses on what has traditionally been Main Street's slowest day of business. To mitigate some of the event's impacts, numerous changes have been made to reduce the scope and costs and to manage residential impacts better. Finally, additional efforts were also made to facilitate collaboration with Main Street merchants and local businesses.

On August 22, 2022 ([report](#) p. 124 / [minutes](#) p. 10), we provided an overview of the shift of the City's Special Event Policy to balance resort economy impacts and the outreach

efforts surrounding the PSSM Agreement. Understanding that the City Council requested additional changes from what was implemented in 2023, the PSSM did not submit a proposal for future consideration because an additional reduction of the event scope would create a financial strain on their organization.

As a result, the City Council was provided with several options for a future market, including doing nothing that would terminate the Agreement and the potential to consider requests for a new event altogether. The other option considered was to release an RFP for a new Sunday market. After considerable deliberation, the City Council directed Special Events to work with PSSM on a new long-term contract using the same terms as the 2023 season, utilize Council Liaisons, and include recent HPCA feedback.

Analysis

The Special Event Department found that the PSSM complied with the current Agreement and [4A of the municipal code](#). Highlights from the 2023 season (**Exhibit A**) include:

- Attendance: 183,255 people attended the PSSM in 2023, with the highest attendance days on July 23 and September 24. This compares to 196,134 in 2022 over 14 Sundays.
- Sustainability Measures: The PSSM maintained an 83% diversion rate, which increased from 80% in 2022. More than 14,465 pounds of recycling, compost, and glass were diverted from our landfill, compared to 3,025 going to the landfill. Comparatively, over 14 dates in 2022, more than 18,195 pounds of recycling, compost, and glass were diverted, with 4,545 pounds going to the landfill.
- Transportation Initiatives, Transit, and Parking:
 - The PSSM continues to strongly encourage alternative modes of transportation and reduce impacts on residential areas. In addition to encouraging transit, the PSSM does not allow vendors to park on Park Avenue.
 - The Bike Valet saw more than 1,529 bikes over 11 Sundays. The bike valet was guaranteed at all events.
 - Transit saw 59,308 riders on Sundays, with average ridership at 4,236, or 1,736 more than the daily average. The highest ridership days replicated the days with the highest attendance.
- Vendor Mix: The PSSM remained within the approved vendor mix requirements throughout the season. There were no more than 12 jewelers and 12 food vendors. There were no importers allowed at the market this season.
- Noise & Compliance: All noise readings complied with the decibel requirements (no amplified noise from 10 to 12:00 p.m. and 75 decibels from 12:00 p.m. to 5:00 p.m.). The police department received no noise complaints and proactively performed readings twice daily (12:30 p.m. and 3:30 p.m.).
- Working Group: The Working Group (Council Liaisons, HPCA, and PSSM) meets when concerns arise. No meetings were requested, and no concerns were unaddressed.
- Community Partnerships: The PSSM continues to offer many community partnerships, offering 93 free booths to nonprofits, farmers, Park City Professional Artists Association, HPCA, and Park City Municipal. Reduced-cost booths were also

provided to 63 Youth Vendors. Additionally, 28% of the PSSM's vendors are local vendors from Summit County and Wasatch Back.

Based on City Council direction received on August 22, the PSSM requested an eight-to-10-year Agreement (**Exhibit A**). The PSSM cannot advance a proposal with additional modifications beyond what was provided in 2023 without serious financial impacts on their organization.

After the August 22 City Council meeting, the HPCA released a supplemental survey to gauge if the sentiment regarding the PSSM changed since the 2023 modifications were implemented. The HPCA's position was revised, and on September 19, 2023, the HPCA Board voted to support the PSSM under its current scope (**Exhibit C**).

After considering community input and coordinating with the HPCA and multiple City Departments, we recommend a five-year Agreement using terms that include:

- Contract Length: 2024 to 2028, with an optional three-year renewal (2029 to 2031). In coordination with Public Works and Utilities, we understand most Main Street infrastructure improvement impacts would be south of Heber Avenue and not impact lower Main. However, we include a clause regarding construction impacts for future years.
- Number of Days: 11 Sundays from June to September. City Council is also asked to approve the following year's dates at the event debrief because advanced planning is critical to the success of operations.
 - In 2023, there are 18 Sundays from June to September.
 - For 2024, the PSSM requests the following 11 dates (If the Council requests additional dates, they would need to add them now):
 - 2024 Dates: June 9, 16, 23, 30; July 14, 21; September 1, 8, 15, 22, 29.
 - The PSSM would not be held on June 2 (Memorial Day weekend), July 7 (Fourth of July Weekend), July 28 (Extreme Soccer Weekend), or all of August.
- Location: The PSSM requested to hold the event on Lower Main Street from 10:00 to 5:00 p.m. Based on feedback from merchants and residents, we recommend keeping the post office unprogrammed. If desired, the PSSM will explore bringing the farmers market back up to 5th Street.
- Noise: No amplified sound from 10 a.m. to 12 p.m. 12:00 to 5:00 p.m. maximum decibel limit of 75 (noon start band and load in/ sound check. The music will begin at 1 p.m.)
- Vendor Mix: No importers or resellers are allowed at PSSM. The PSSM will maintain no more than 12 jewelers and 12 food vendors at each market.
- Transportation Plan: Continue to mitigate adverse traffic impacts. The PSSM will hire additional shuttles on the two busiest days of the market to assist Park City Transit. The PSSM will guarantee a bike valet at each market and continue to promote alternative modes of transportation. Additionally, the PSSM will continue to provide pedestrian management at the intersection of Heber and Main and offer bollard installation (\$26,000 cost to PSSM).
- City Service Fees: Total fees for 11 markets were estimated at \$85,000 annually; however, actual fees were \$64,224 in 2023. We recommend that the City continue to

waive fees for up to 11 markets and that the PSSM continue to provide bollard installation and pedestrian management at no charge to the City.

- If City Council proposes increasing the market scope, we must discuss costs and operational impacts. Special Events will continue to report on actual fees annually in the Supplemental Plan, during the mid-season review, and during the end-of-season debrief.

Funding

The PSSM City Service fees are funded from the General Fund and approved for up to \$85,000 in fee waivers, while actual City Service Fees were \$64,226 for the 2023 event. The PSSM provides bollard installation and pedestrian management at Heber and Main at their expense. Parking revenues from the 2023 PSSM event totaled \$339,850.

Exhibits

- A PSSM 2023 Measures of Success
- B PSSM Long-Term Agreement Request
- C HPCA Letter Regarding PSSM

Exhibit A: PSSM 2023 Debrief & Measures of Success

Park Silly Sunday Market – 2023 End-Of-Season Measures of Success		Legend S – Succeeding in meeting Contracted I - In progress / Meeting Requirements U – Unsatisfactory
Vendor Mix		
Importers (allowed per week maximum) i. 2023- 0	Notes: Requirements are currently being met	S
Jewelers (allowed per week maximum) i. 2023- 12	Notes: Requirements are currently being met	S
On-site Food Vendors & Snack food Vendors (per week maximum) i. 2023 - 12	Notes: Requirements are currently being met	S
PSSM will invite two (2) HPCA representatives in the jurying of jewelry vendors.	Notes: Requirement was met by PSSM.	S
PSSM will coordinate market Working Group meetings to include 2 HPCA representatives, 2 PSSM representatives, and 2 Park City Council representatives, as requested.	Notes: No Working Group meetings were requested by the members of the Working Group.	S
PSSM will provide to the City a list of vendor classification definitions along with preference criteria for vendor mix.	Notes: Requirements have been provided and met.	S
Parking / Traffic / Pedestrian Management		
Create event parking plan i. Identify vendor vehicle with license plate identification. ii. Identify public parking locations both in Old Town/Main Street along with alternative parking areas. iii. Identify locations where parking will be removed to provide space for event and mitigate impacts of event iv. Continue increased communication between departments and PSSM to encourage parking of vendors in suggested vendor locations. v. PSSM will hire pedestrian management to staff the crosswalks at the Main St and Heber Ave intersection.	Notes: PSSM continues to work with their staff & private parking garages to park vendors in appropriate areas. A resident parking plan was established on ParkAve between 9 th and 12 th Street. Parking Enforcement continues to communicate with the residents to resolve parking concerns during the Park Silly Sunday Market. This increase in fees for parking in China Bridge and other areas are being monitored and enforced. PSSM met these requirements as outlined.	S
Work with Special Events and Transit to get out alternate transportation messaging out with: i. Co- messaging with PC Transit Dept. ii. PSSM will create and implement different methods of informing the public (PSA's, print ads) iii. Create and implement a program encouraging non-motorized forms of transportation to the market. ix. Addition of Shuttle Service on expected heavy attendance day – July 3 and September 4	Notes: While PSSM does not perform any paid marketing. Social media will focus on transportation alternatives including City transit, bikes or walking to attend. PSSM continues to strongly encourage alternative modes of transportation and reduce impacts on residential areas. In addition to encouraging transit, PSSM does not allow vendors to park on Park Avenue. The Bike Valet saw more than 1,529 bikes. Transit saw 59,308 riders on Sundays, with average ridership at 4,236 each week, which is 1,736 more than the daily average. The highest ridership days replicated the days with the highest attendance.	S
Submit sign Plan to Staff at the time of Supplemental Plan containing the following: i. Locations ii. Size & Type iii. Message iv. Placement and removal times	Notes: Requirements were met	S
Work with City to create a pedestrian management plan that addresses the crossings of Heber/Main and Swede Alley	Notes: PSSM hired and managed pedestrian management at the Main St and Heber Ave intersection.	S
Market Set-Up and Inspections		

Exhibit A: PSSM 2023 Debrief & Measures of Success

a. Weekly notification to staff of footprint or operational changes	Notes: No footprint changes have been made. Operational changes include a new bike valet location. Located East of the food vendors on the North East end of Main St.	S																				
b. Location of interior sponsor signs	Notes: Requirements are currently being met	S																				
Street Cleaning and Trash Removal																						
a. Pre-Meet with City's Street Department to create a street cleaning and trash removal plan.	Notes: Requirements were met. No concerns were reported.	S																				
b. Meet with Street Department two (2) additional times throughout summer to address any issues with plan.	Notes: Meetings were not necessary.	S																				
Coordination with PCMC and HPCA																						
a. PSSM will coordinate market Working Group meetings to include 2 HPCA representatives, 2 PSSM representatives, and 2 Park City Council representatives, as requested.	Notes: No Working Group meetings were requested by the members of the Working Group.	S																				
b. PSSM will supply the City Representatives with weekly report containing the following i. Estimated attendance ii. Zero Waste statistics iii. Breakdown of number of vendors and types iv. Provide a list of other sustainable efforts throughout the event. v. PSSM to participate in and provide a list of City functions related to Green Event management that they participate in, as well as a lists of non-profits who they provide sustainable mitigation efforts for. PSSM to present a year over year a comparison for sustainable effort comparison in coordination with the City during annual end of season review.	Notes: Requirements were met. Attendance for the 2023 event was 183,255 (down 7% from 2022). The two dates with the highest attendance was 18,948 on 7/23/23 and 18,701 on 9/24/23. PSSM has achieved an 83% diversion rate. PSSM averages 150 vendors per week (total 1,398 vendors for the summer) Space varies each week depending on how many free spaces are provided for community partners). There are 277 unique vendors, 28% (78) are from Summit Co, 4% (11) Wasatch back, 68% (188) vendors are from outside of the Wasatch Back. Vendor Mix includes the following. <table><tr><td>942</td><td>Artist</td></tr><tr><td>65</td><td>Designer</td></tr><tr><td>13</td><td>Farmer</td></tr><tr><td>77</td><td>Gourmet</td></tr><tr><td>0</td><td>Importer</td></tr><tr><td>116</td><td>Jeweler</td></tr><tr><td>97</td><td>On-Site/Snack Foods</td></tr><tr><td>25</td><td>Service Vendor</td></tr><tr><td>63</td><td>Youth Vendors</td></tr><tr><td colspan="2">TOTAL 1,398</td></tr></table>	942	Artist	65	Designer	13	Farmer	77	Gourmet	0	Importer	116	Jeweler	97	On-Site/Snack Foods	25	Service Vendor	63	Youth Vendors	TOTAL 1,398		S
942	Artist																					
65	Designer																					
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77	Gourmet																					
0	Importer																					
116	Jeweler																					
97	On-Site/Snack Foods																					
25	Service Vendor																					
63	Youth Vendors																					
TOTAL 1,398																						
e. PSSM will supply the City Representatives with an ongoing list of vendor and staff license plates: i. Prior to the start of the June 4 Market. ii. At any time they add license plates to the market throughout the 2023 season. License plate lists should be provided to the City Representative no later than 10:00 a.m. each Sunday.	Notes: Requirements are currently being discussed to workon best coordination between PSSM and the City.	S																				

Exhibit A: PSSM 2023 Debrief & Measures of Success

Marketing and PR		
a. HPCA logo on all advertisements & promotions	Notes: Requirements were met.	S
b. Engage in cross promotions with Chamber, HPCA, Park City Restaurant association	Notes: Requirements were met.	S
c. Media – The HPCA logo and sponsorship credits will be provided in all media placement that the PSSM currently employs, including but not limited to: I. Print ads II. Ads, links or info listings on Utah tourism, business and special internet websites; III. Periodic television coverage; IV. Radio PSAs and promotions; V. Website spots, summer guides, fairs, non-profit organization calendar listings; VI. Email blasts; and VII. Social media, 'if applicable'	Notes: Requirements were met. PSSM has significantly cut back on all marketing efforts, focusing only on social media locally. No paid advertising.	S
Other Items:		
Quantify Marketing & PR Value	Notes: In progress. It is likely due to the cutback on marketing efforts that this value will be significantly less than previous years.	S
PSSM shall present an annual preceding market season. This report will contain the following: i. Estimated attendance ii. Zero Waste statistics iii. Breakdown of number of vendors and types iv. List of non-profit groups attending the market v. Advertising information etc. vi. Transportation and parking counts – to be coordinated with PCMC Transportation Services Department	Notes: 2023 Final Statistics: Attendance: 183,255 people attended PSSM in 2023, with the highest on July 23, and September 24, 2023. Zero Waste: PSSM maintained an 83% diversion rate, which increased from 80% in 2022. More than 14,465 pounds of recycling, compost, and glass were diverted from our landfill, compared to 3,025 pounds going to the landfill. Vendor Types: (see above) Local NFP Groups at the Market: More than 50 nonprofits participated in the market. Advertising Information: (see above) Transportation, Parking and Traffic Counts: (See below)	S

PSSM Vendor Types Definition & Vendor Mix

All categories are juried by the PSSM staff by way of required online application details including, but not limited to: product descriptions, photo samples of products, photo of booth display, history/business description including their 'story', list of sources and co-packing use.

PRIORITY 1: Artisan - A vendor that sells unique, art and handmade crafts (excluding food and jewelry). Starting materials must be significantly altered and enhanced by the artist. Preferential consideration given to local artists based in the state of Utah.

PRIORITY 2: Farmer - A vendor that sells fresh produce from his or her farm and/or a vendor that sells food products made of produce from his or her farm.

PRIORITY 3: Jeweler - A vendor that sells unique, handmade jewelry of their own making and design. limited space available in this category (12 per market date).

PRIORITY 4: Gourmet Food - A vendor that sells foods or baked goods, made in Utah, which are intended/packaged for off-site consumption. Preferential consideration given to members of Utah's Own.

PRIORITY 5: Designer - A vendor that plans the precise form, look or working of an item, excluding jewelry, in writing before such item(s) is manufactured pursuant to that vendor's specific request. To qualify as a designer, the vendor shall be required to submit specific design plans of all item(s) to be sold at the market. Preferential consideration given to local designers based in the state of Utah.

PRIORITY 6: Young Vendor - A vendor, 17 years of age or younger, that sells their own unique, handmade goods.

Exhibit A: PSSM 2023 Debrief & Measures of Success

PRIORITY 7: Food - A vendor that prepares and sells food for consumption at the Market. The first right of refusal is offered through the HPCAmembership. Limited space available in this category (12 per market date, 10 of which are propane-approved space)

PRIORITY 8: Service Vendor -A vendor that provides on-site services to market attendees (ex. - henna, face-painting).

City Transportation Data

Transportation Ridership Data: The data shown is an average of PSSM dates per month, per route. August is shown as a comparison. There were no PSSM dates in August.

City Services Fees

SERVICE DESCRIPTION	COST
Special Events and Facilities Department	
Level 4 Application Fee - Annual	\$192.00
Fire/ Building Permits	\$1,562.00
Parking Services, \$16/day rate, 46 spaces, 11 days.	\$8,096.00
Parks Department (Banners), every other banner on Main St. rate	\$687.00
Public Safety Personnel \$75/hour rate, 552 hours	\$41,400.00
Equipment VMS, \$151.20/day rate, 4 boards, 11 days	\$9,979.20
Kane Security Residential Management, \$30/hour rate, 7 hour/day, 11 days	\$2,310.00
Total City Fees	\$64,226.20

Exhibit A: PSSM 2023 Debrief & Measures of Success

5.d	PSSM will supply the City Representatives with weekly report containing the following:						
			TOTAL for 2023				
5.d.i.	Estimated Attendance		183,255	Attendance		(down 7% from 2022)	
			1,529	Bike Valet			
5.d.ii.	Zero Waste Statistics (in lbs.)		6,065	Commingled Recycling		14,465	
			4,125	Compost			
			3,025	Landfill			
			4,275	Glass (end of season total)			
			83%	DIVERSION RATE			
5.d.iii.	Breakdown of number of vendors and types		942	Artist			
			65	Designer			
			13	Farmer			
			77	Gourmet			
			116	Jeweler			
			97	On-Site/Snack Foods			
			25	Service Vendor			
			63	Youth Vendors			
			1,398	TOTAL		(down 28% from 2022)	
			WHERE OUR VENDORS ARE FROM:				
			28%	Summit County (81% of which are PC)			
			72%	Utah (other)			
			0%	Out of State	(less than 1%)		
Parking Counts:			FREE Booths Offered:				
n/a	10am		56	Non-Profits			
n/a	1pm		13	Farmers			
4pm	4pm		11	Featured Artists			
			11	PCPAA Members			
			1	HPCA Members		(10 dates not used)	
			1	PC Municipal			
			93	TOTAL			



Park City Municipal
445 Marsac Avenue
Park City, UT 84060

To the Special Events Department,

August 30, 2023

At this time our contract for the Park Silly Sunday Market (PSSM) has expired. Please consider this letter as written notice required by Park City Municipal that PSSM would like to propose/discuss the following to ensure the future of the market to continue being hosted on Lower Historic Main Street.

1. 8 – 10 year contract
2. 11 Sundays: June thru September
3. Hours: 10am – 5pm
4. Noise Ordinance:
 - a. 10am – 12pm no amplified sound / 12pm – 5pm maximum decibel of 75. (12pm start band load in and sound check / music at 1pm)
5. Vendor Mix
 - a. No importers / re-sellers
6. Transportation Plan
 - a. Continue working with the Park City Municipal for enhanced plan
 - i. additional shuttles for 2 busiest days
 - ii. guaranteed bike valet
 - iii. bike, bus, walk messaging
7. Location: Lower Main Only ~ Heber Ave to Deer Valley Drive. Park Silly will continue to direct traffic / pedestrian management at the Heber and Main Street crossing.
8. City Services to continue being paid by Park City Municipal.
 - a. Waivers (Parking fees for approved use areas, Building Permit Fees, Transit Department Fees, Transit Fees for re-routing Trolley, application fees for Special Events License)
 - b. Police Officer credit
 - c. Use of Main Street permitted areas
 - d. City Representative
 - e. PSSM will provide bollard installation on lower Main.

Please know, Park Silly is very much wanting and willing to continue to work with Park City Municipal and the community to lower the impact the market has made. We strive to continue being a business incubator (over 160 to date) providing opportunity to new, upcoming and growing businesses, as well as our local youth “kidpreneurs” and youth musicians. These City Service contributions will support our ability to continue to offer FREE opportunities to local farmers, “First one’s Free for “kidpreneurs”, non-profit and sustainable awareness groups and other local groups such as HPCA and PCPAA, this year represented over \$25,000 in value.

Please let us know best next steps for moving forward.

Sincerely,

Kate McChesney
Executive Director
Park Silly Sunday Market
(435) 714.4036



October 11, 2023

Park City Municipal Corporation
PO Box 1480
Park City, UT 84060

RE: Park Silly Sunday Market 2023 Survey Results

On behalf of the HPCA board and our members, we respectfully submit the results from our recent Park Silly Sunday Market survey. As requested by council, we surveyed the street specifically asking how the reduced 2023 schedule and footprint impacted businesses. We received 96 responses from business sectors outlined below:

Business Type:

- 35% Retail
- 33% Restaurant, Bar or Café
- 15% Gallery
- 5% Lodging
- 4% Real Estate
- 3% Property Owner
- 3% Entertainment
- 2% Professional Service

Business Location:

- 38% Middle of Main (between 4th street & Heber Ave)
- 24% Lower Main (below Heber Ave)
- 33% Upper Main (above 4th Street)
- 5% Park Ave

Responses showed:

- 28% still feel the market negatively affects their business and they do not support it staying on Main Street
- 20% Liked reduced schedule
- 41% Would prefer consistency with 14 Markets
- 6% Not affected by Market
- 5% Not open on Sunday

The HPCA Board reviewed survey results in detail at our September meeting and followed this with a formal vote to support the Market in with the same reduced schedule and footprint as 2023. We do ask however, that the Market advertises the reduced schedule so that both residents and visitors can plan accordingly. Feedback from merchants was that guests were confused as to when the market was and wasn't.

We hope that you will take our feedback into consideration during any negotiations going forward with the Market.

Regards,

Monty Coates

Monty Coates
HPCA Board President

Historic Park City Alliance | PO Box 1348 Park City, UT 84060 | www.historicparkcityutah.com

City Council Staff Report



Subject: Bald Eagle Club at Deer Valley Unit 55 Third Amended
Application: PL-23-05609
Author: Spencer Cawley, Planner II
Date: October 26, 2023
Type of Item: Administrative – Plat Amendment

Recommendation

(I) Open a public hearing, and (II) consider continuing the public hearing for the proposed Bald Eagle Club at Deer Valley Unit 55 Third Amended plat to November 30, 2023.

Description

Applicant: Ricardo A. Salas Revocable Trust
Park City Surveying, representative

Location: 7875 Bald Eagle Drive

Zoning District: Residential Development

Adjacent Land Uses: Residential; Recreation and Open Space

Reason for Review: Plat Amendments require Planning Commission recommendation and City Council action¹

¹ LMC [§ 15-12-15\(B\)\(9\)](#)

City Council Staff Report



Subject: Final Action and Public Notice
Application: PL-23-05649
Author: Planning Department
Date: October 26, 2023
Type of Item: Legislative – Land Management Code Amendment

Recommendation

(I) Review the proposed Land Management Code amendments to align with changes to state code regarding public notice and to establish the Planning Commission as the Final Action authority for Condominium Plats, Plat Amendments, Subdivisions, and Steep Slope Conditional Use Permits; (II) hold a public hearing; and (III) consider approving Ordinance No. 2023-49 (Exhibit A).

Description

Applicant: Planning Department

Location: Citywide

Sections Amended: 15-1-8 Review Procedure Under the Code
15-1-12 Public Notice
15-1-21 Notice Matrix
15-2.1-6 Development on Steep Slopes
15-2.2-6 Development on Steep Slopes
15-2.3-6 Development on Steep Slopes
15-7-4 Authority
15-7-10 Enforcement
15-7.1-2 Procedure
15-7.1-4 General Procedure
15-7.1-6 Final Subdivision Plat
15-7.1-7 Signatures and Recording of the Plat
15-12-15 Review by Planning Commission

Reason for Review: The Planning Commission reviews and recommends Land Management Code amendments to the City Council for Final Action¹

LMC Land Management Code

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

¹ LMC [§ 15-1-7](#)

Summary

The Planning Commission prioritized review of Final Action authority for Land Management Code (LMC) amendments this year. On June 21, 2023, the Planning Commission conducted a work session on Final Action and directed staff to amend the LMC to:

- Shift Final Action authority for Condominium Plats, Plat Amendments, and Subdivisions from the City Council to the Planning Commission; and
- Shift administrative review of Steep Slope Conditional Use Permits from staff to the Planning Commission ([Staff Report](#); [Minutes](#), p. 14).

Additionally, staff included updates to the public notice requirements to align with Senate Bill 43 enacted by the Utah Legislature this year that eliminates the requirement for publication in a newspaper of general circulation for certain land use applications. While no longer required, staff recommends publishing courtesy notice in the Park Record, which has an average cost of \$125.50 per notice, unless otherwise directed by the City Council.

On September 27, 2023, the Planning Commission conducted a public hearing on the proposed amendments and unanimously forwarded a positive recommendation for City Council's consideration ([Staff Report](#); [Audio](#)). The Planning Commission requested two additional changes:

- Replace the term Planning Commission "Chairman" with "Chair."
- Delegate requests to extend plat approvals from the Planning Commission to the Planning Director.

These requests are reflected in the updated ordinance. Lastly, the amendments establish the Appeal Panel as the appeal authority for Planning Commission Final Action on Plats.

Analysis

(I) The proposed amendments establish the Planning Commission as the Final Action Authority of Condominium Plats, Plat Amendments, and Subdivisions.²

The LMC requires Planning Commission review³ and recommendation to City Council for Final Action on plats, including Condominium, Subdivision, and Plat amendments.⁴ Plat review and Final Action requires compliance with the LMC and any land use approvals governing a property, including Conditional Use Permits, Master Planned Developments, and Annexation Agreements. The Planning Commission recommends Final Action on plats be shifted from the City Council to the Planning Commission due

³ LMC [§ 15-7.1-2](#) Procedure

⁴ LMC [§ 15-7-4](#) Authority

in part to the technical review of Plats, and for City Council agenda efficiency.

(II) The proposed amendments shift administrative Steep Slope Conditional Use Permit review from staff to the Planning Commission.

Steep Slope Conditional Use Permits (SSCUPs) are required for development on slopes 30% or greater in the Historic Residential Low – Density, Historic Residential – 1, and Historic Residential – 2 Zoning Districts. On January 29, 2019, the City Council adopted [Ordinance No. 2019-07](#) approving an administrative staff-level SSCUP review process for lots less than 3,750 square feet and Planning Commission review for those lots 3,750 square feet or larger.

However, in 2021, the Utah Legislature enacted [H.B. 1003 Government Building Regulation Amendments](#) (codified in Utah Code [§ 10-6-160\(8\)](#)), which establishes what constitutes a complete building permit application for Single-Family Dwellings, Duplexes, and Townhomes and requires cities to complete the building permit review no later than 14 business days after submission of a complete building permit. If the City does not complete the building permit review within 14 business days, the applicant may request that the City complete the review within an additional 14 days from the day the applicant makes the request.⁵ If the City does not complete the plan review within the outlined time, the applicant may move forward with plans stamped by a licensed architect or structural engineer.⁶

Additionally, the City may no longer require resubmittal of plans for a Single-Family, Duplex, or Townhome building permit application to address modifications for compliance.⁷ Rather, the City may identify violations found in the plan that the City may enforce during construction.⁸ The City may only require resubmittal of plans for Single-Family, Duplex, or Townhome plans “to address deficiencies identified by a third-party review of a geotechnical report or geological report.”⁹

As a result of the changes to the Utah Code and building permit reviews, staff recommends Planning Commission Final Action for all SSCUPs to ensure necessary time to review and address any potential deficiencies of a geotechnical or geological report at the time of SSCUP review rather than to condition building permit approvals to meet required standards at the time of building permit issuance.

(III) The proposed amendments update public noticing requirements to align with changes to the Utah Code.

The Utah Legislature adopted [S.B. 43 Public Notice Requirements](#) this year and the proposed amendments align with the changes to state code:

⁵ Utah Code [§ 10-6-160\(3\)](#)

⁶ Utah Code [§ 10-6-160\(4\)](#)

⁷ Utah Code [§ 10-6-160\(5\)\(b\)](#)

⁸ Utah Code [§ 10-6-160\(a\)](#)

⁹ Utah Code [§ 10-6-160\(5\)\(c\)](#)

- Public notice is no longer required to be published in a newspaper of general circulation
- Public notice for Land Management Code amendments, General Plan updates, and vacation of rights-of-way are updated to align with the 10-day public notice requirements

Staff recommends continued publication in the Park Record for Planning Commission meetings, but as a courtesy notice moving forward.

Department Review

The Planning Department and City Attorney's Office reviewed this report.

Exhibits

Exhibit A: Draft Ordinance 2023-49

Draft Ordinance No. 2023-49

AN ORDINANCE AMENDING THE LAND MANAGEMENT CODE TO SHIFT FINAL ACTION FOR PLATS FROM THE CITY COUNCIL TO THE PLANNING COMMISSION, TO REQUIRE PLANNING COMMISSION REVIEW FOR ALL STEEP SLOPE CONDITIONAL USE PERMITS, AND TO UPDATE PUBLIC NOTICE REQUIREMENTS TO ALIGN WITH SENATE BILL 43

WHEREAS, the Land Management Code implements the goals and policies of the General Plan in part to promote the health, safety, and welfare of the present and future inhabitants, to protect and enhance the vitality of the City's resort-based economy, and to protect or promote moderate income housing;

WHEREAS, the Planning Commission prioritized review of Final Action for Land Management Code amendments and on June 21, 2023, conducted a work session and recommended shifting plat Final Action from the City Council to the Planning Commission and shifting administrative Steep Slope Conditional Use Permits from staff to the Planning Commission;

WHEREAS, the Utah Legislature enacted Senate Bill 43 changing public notice requirements for certain land use applications and the proposed amendments align with the changes to the Utah Code;

WHEREAS, on September 27, 2023 the Planning Commission forwarded a positive recommendation for City Council's consideration;

WHEREAS, on October 26, 2023 the City Council conducted a duly noticed public hearing;

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

SECTION 1. AMEND MUNICIPAL CODE OF PARK CITY LAND MANAGEMENT CODE TITLE 15. Municipal Code of Park City Title 15 Land Management Code Sections 15-1-8 Review Procedure Under the Code 15-1-12 Public Notice, 15-1-21 Notice Matrix, 15-2.1-6 Development on Steep Slopes, 15-2.2-6 Development on Steep Slopes, 15-2.3-6 Development on Steep Slopes, 15-7-4 Authority, 15-7-10 Enforcement, 15-7.1-2 Procedure, 15-7.1-4 General Procedure, 15-7.1-6 Final Subdivision Plat, 15-7.1-7 Signatures and Recording of the Plat, 15-12-15 Review by Planning Commission, as outlined in Attachment 1.

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

PASSED AND ADOPTED THIS 26th day of October 2023.

PARK CITY MUNICIPAL CORPORATION

Nann Worel, Mayor

Attest:

City Recorder

Approved as to form:

City Attorney's Office

1 **ATTACHMENT 1**

2 **15-1-8 Review Procedure Under The Code**

3 A. No Building Permit shall be valid for any Building project unless the plans for the
4 proposed Structure have been submitted to and have been approved by the
5 Planning, Engineering and Building Departments.

6 B. No new Use shall be valid on any Property within the City unless the Use is
7 allowed.

8 C. No Subdivision shall be valid without ~~[preliminary]~~ approval of the Planning
9 Commission ~~[and final approval by the City Council]~~ with all conditions of
10 approval completed.

11 D. Proposals submitted to the Planning Department must be reviewed according to
12 the type of Application filed. Unless otherwise provided for in this LMC, only one
13 (1) Application per type, per Property, will be accepted and processed at a time.

14 E. The Planning, Engineering and Building Departments review all Allowed Uses,
15 Administrative Lot Line Adjustments, Administrative Permits, and Administrative
16 Conditional Use permits.

17 F. Projects in the Historic Districts and Historic Sites outside the Historic Districts
18 are subject to design review under the Design Guidelines for Historic Districts
19 and Historic Sites.

20 G. Conditional Uses and Master Planned Developments are initially reviewed by
21 staff and submitted to the Planning Commission for review, final permitting and
22 Final Action.

- 23 H. Subdivisions and Plat Amendments are initially reviewed by staff and submitted
 24 to the Planning Commission ~~[who makes a recommendation to the City Council]~~
 25 for Final Action.
- 26 I. Variances, Special Exceptions, Non-Conforming Uses and Non-Complying
 27 Structures are reviewed by the Board of Adjustment.
- 28 J. No review may occur until all applicable fees have been paid. Final approval is
 29 not effective until all other fees including engineering fees have been paid, and
 30 following applicable staff review.

RECOMMENDATION (y) FINAL ACTION (X) and APPEAL (z)						
	Planning	Historic Preservation Board	Board of Adjustment	Planning Commission	City Council	Appeal Panel
Allowed Use	X					
Historic District Design Review	X		z			
Administrative Permits	X			z		
Conditional Use				X		z
Conditional Use Admin.	X			z		
Determination of Significance		X	z			
MPD				X		z

Determination of Non-Conforming Use and Non-Complying Structures	X		Z			
Change of Non-Conforming Use			X			
Historic Preservation Board for Material Deconstruction		X	Z			
Plat Amendment				[y Recommendation to CC] X	[X]	Z
Variance		X				
Subdivision and Condominium Plats				[y Recommendation to CC] X	[X]	Z
Annexation and Zoning				y Recommendation to CC	X	
Zoning Appeal			X			
LMC Amendments				y Recommendation to CC	X	

32 **15-1-12 Notice**

33 All notice of public hearing, unless otherwise specified in this Code or State law, must
34 be provided in accordance with this Section and must state the general nature of the
35 proposed action; describe the land affected; and state the time, place, and date of the
36 hearing. Once opened, the hearing may be continued, if necessary, without
37 republication of notice until the hearing is closed. Notice shall be given according to
38 Section 15-1-21 Notice Matrix and as follows:

39 A. **POSTED NOTICES**. The Planning Department must post notice on the Property
40 affected by the Application and as further specified in Section 15-1-21 Notice
41 Matrix.

42 B. **PUBLISHED NOTICE**. Published notice shall be given by publication ~~[in a~~
43 ~~newspaper having general circulation in Park City]~~ on the City website and by
44 publication on the Utah Public Notice Website, as further specified in Section
45 15-1-21 Notice Matrix.

46 C. **MAILED NOTICE**. Pursuant to Section 15-1-21 Notice Matrix for required or
47 courtesy mailed notice to adjacent and surrounding Property Owners, and to
48 Affected Entities, the Applicant must provide the Planning Department with an
49 electronic list of each Property Owner of record of each Parcel located entirely
50 or partly within the distance designated by Application type in Section 15-1-21
51 from all Property Lines of the subject Property, and as further specified in
52 Section 15-1-21 Notice Matrix. The addresses for Property Owners must be as
53 shown on the most recently available Summit County tax assessment rolls. If
54 the Property that is the subject of the Application is a Condominium, the Owners

Association is sufficient in lieu of the address for each unit Owner. For courtesy mailed notice that is not a legal requirement per Utah Code, for specific actions and noted herein, and further specified in Section 15-1-21 Notice Matrix, any defect in such courtesy mailed notice shall not affect or invalidate any hearing or action by the City Council or any Board or Commission.

D. **APPLICANT NOTICE.** For each land Use Application, the Planning Department must notify the Applicant of the date, time and place of each public hearing and public meeting to consider the Application and of any Final Action on the pending Application. A copy of each Staff report regarding the Applicant or the pending Application shall be provided to the Applicant at least three (3) business days before the public hearing or public meeting. If the requirements of this Subsection are not met, an Applicant may waive the failure so that the Applicant may stay on the agenda and be considered as if the requirements had been met.

E. **EFFECT OF NOTICE.** Proof that notice was given pursuant to this Section is prima facie evidence that notice was properly given. If notice given under authority of this Section is not challenged as provided for under State law within thirty (30) days after the date of the hearing or action for which the challenged notice was given, the notice is considered adequate and proper.

F. **OWNERS ASSOCIATION REGISTRATION AND NOTIFICATION.**

1. **REGISTRATION.** Owners associations desiring notice of requests for Building Permits within their boundaries must file written registration annually with the Park City Building Department and pay an annual fee

of fifty dollars (\$50.00). The registration must consist of a copy of the Owners association's Utah State Business or corporate registration and the names, addresses including post office box numbers, and telephone numbers of at least three (3) authorized representatives of the Owners association and a notarized statement certifying that these individuals are the authorized representatives of said association.

Associations not registered with the City will not be included in the published list of Owners associations and do not receive notice of Building Permit requests prior to their issuance.

Any change(s) in the above information must be forwarded in writing to the Building Department within ten (10) days of the change.

2. **NOTICE.** Prior to, or at the time of Application for a permit for any Development, the Applicant must file with the City evidence of notification to the appropriate registered Owners association(s). Acceptable evidence of notification shall be the following:

- a. the properly executed notice form, as approved by the City; or
- b. a signed return receipt from a certified letter posted to the registered association representative, with a copy of the notice form approved by the City.

3. **CITY NOT PARTY TO DISPUTES.** The City is not the arbiter of disputes between an Applicant and an Owners association. Nothing herein shall be interpreted to require Owners association consent prior to City Final

101 Action. This notice is courtesy notice only.

102 G. **NOTICE FOR AN AMENDMENT TO PUBLIC IMPROVEMENTS.** Prior to
103 implementing an amendment to adopted specifications for public improvements
104 that apply to Subdivisions or Development, the City shall give thirty (30) days
105 mailed notice and an opportunity to comment to anyone who has requested the
106 notice in writing.

107 HISTORY

108 *Adopted by Ord. [00-25](#) on 3/30/2000*

109 *Amended by Ord. [02-57](#) on 12/19/2002*

110 *Amended by Ord. [06-22](#) on 4/27/2006*

111 *Amended by Ord. [09-10](#) on 3/5/2009*

112 *Amended by Ord. [11-05](#) on 1/27/2011*

113 *Amended by Ord. [12-37](#) on 12/20/2012*

114 *Amended by Ord. [2016-44](#) on 9/15/2016*

115 *Amended by Ord. [2020-34](#) on 7/9/2020*

116 *Amended by Ord. [2022-16](#) on 5/26/2022*

117

118 **15-1-21 Notice Matrix**

NOTICE MATRIX (See Section 15-1-12 for specific notice requirements)			
ACTION:	POSTED [(ON THE CITY WEBSITE OR IN AT LEAST THREE (3) PUBLIC PLACES] IN	MAILING:	PUBLISHED [(IN A NEWSPAPER OF GENERAL CIRCULATION WITHIN] ON THE CITY

	<u>A PUBLIC LOCATION</u> WITHIN THE CITY:		<u>WEBSITE</u> AND ON THE UTAH PUBLIC NOTICE WEBSITE:
ZONING AND REZONING	[14] <u>10</u> days prior to the first hearing before Planning Commission and City Council <u>in the area to be zoned or rezoned</u> . Any subsequent hearings shall be posted at least 24 hours prior to hearing.	Required mailing [14] <u>10</u> days prior to the first hearing to each <u>resident in the area to be zoned or rezoned</u> Affected Entity and to each Property Owner whose property is at least partially within the area to be zoned or rezoned.	[14] <u>10</u> days prior to the first hearing before the Planning Commission and City Council. <u>Any subsequent hearings shall be so published at least 24 hours prior to hearing.</u>
LMC AMENDMENTS	[14] <u>10</u> days prior to the first hearing before Planning Commission and City Council <u>in a place reasonably likely to be seen residents</u> . Any subsequent hearings shall be posted at least 24 hours prior to hearing.	Required mailing [14] <u>10</u> days prior to first hearing to each Affected Entity <u>and to each resident and Property Owner in the area directly affected by the amendments</u> .	[14] <u>10</u> days prior to the first hearing before the Planning Commission and City Council. <u>Any subsequent hearings shall be so published at least 24 hours prior to hearing.</u>
GENERAL PLAN AMENDMENTS	[14] <u>10</u> days prior to the first hearing before Planning Commission and City Council <u>in a place reasonably likely to be seen by residents</u> . Any subsequent hearings shall be	Required mailing [14] <u>10</u> days prior to first hearing to each Affected Entity.	[14] <u>10</u> days prior to the first hearing before the Planning Commission and City Council.

	posted at least 24 hours prior to hearing.		
MASTER PLANNED DEVELOPMENTS (MPD)	14 days prior to the first hearing.	Courtesy mailing 14 days prior to the first hearing, to Property Owners within 300 ft.	14 days prior to the first hearing.
APPEALS OF PLANNING DIRECTOR, HISTORIC PRESERVATION BOARD, OR PLANNING COMMISSION DECISIONS OR CITY COUNCIL CALL-UP AND RECONSIDERATION	14 days prior to the date set for the appeal, reconsideration, or call-up hearing (See Section 15-1-18).	Courtesy mailing 14 days prior to the appeal, reconsideration, or call-up hearing, to all parties who received mailed notice for the action being appealed (See Section 15-1-18).	14 days prior to the date set for the appeal, reconsideration, or call-up hearing (See Section 15-1-18).
CONDITIONAL USE PERMIT	14 days prior to the first hearing before the Planning Commission.	Courtesy mailing 14 days prior to the first hearing before the Planning Commission, to property Owners within 300 ft.	No published notice required.
ADMINISTRATIVE CONDITIONAL USE PERMIT	10 days prior to Final Action.	Courtesy mailing 10 days prior to Final Action, to adjacent Property Owners.	No published notice required.
ADMINISTRATIVE PERMIT	10 days prior to Final Action.	Courtesy mailing 10 days prior to Final Action, to adjacent affected Property Owners.	No published notice required.

VARIANCE REQUESTS, NON-CONFORMING USE MODIFICATIONS AND APPEALS TO BOARD OF ADJUSTMENT	14 days prior to the first hearing before the Board of Adjustment.	Courtesy mailing 14 days prior to the first hearing before the Board of Adjustment, to owners within 300 ft.	14 days prior to the first hearing before the Board of Adjustment.
CERTIFICATE OF APPROPRIATENESS FOR DEMOLITION (CAD)	45 days on the Property upon refusal of the City to issue a CAD; 14 days prior to the first hearing before the CAD Hearing Board.	Courtesy mailing 14 days prior to the first hearing before the Historic Preservation Board, to Property Owners within 300 ft.	14 days prior to the first hearing before the Historic Preservation Board.
DETERMINATION OF SIGNIFICANCE	14 days prior to the first hearing before the Historic Preservation Board.	Courtesy mailing 14 days prior to the first hearing before the Historic Preservation Board to property owners within 100 feet.	14 days prior to the first hearing before the Historic Preservation Board.
HISTORIC PRESERVATION BOARD REVIEW FOR MATERIAL DECONSTRUCTION	14 days prior to the first hearing before the Historic Preservation Board.	Courtesy mailing 14 days prior to the first hearing before the Historic Preservation Board to property owners within 100 feet.	14 days prior to the first hearing before the Historic Preservation Board.
HISTORIC DISTRICT OR HISTORIC SITE DESIGN REVIEW	First Posting: The Property shall be posted for a 14 day period once a Complete Application has been received. The date of the public hearing shall be indicated in the first	First Courtesy Mailing: To Property Owners within 100 feet once a Complete Application has been received, establishing a 14 day period in which written public comment on the	If appealed, then once 14 days before the date set for the appeal.

	posting. Other posted legal notice not required. Second Posting: For a 30 day period once the Planning Department has determined the proposed plans comply or does not comply with the Design Guidelines for Historic Districts and Historic Sites. Other posted legal notice not required.	Application may be taken. The date of the public hearing shall be indicated. Second Courtesy Mailing: To Property Owners within 100 feet and individuals who provided written comment on the Application during the 14 day initial public comment period. The second mailing occurs once the Planning Department determines whether the proposed plans comply or do not comply with the Design Guidelines for Historic Districts and Historic Sites and no later than 45 days after the end of the initial public comment period. This establishes a 30 day period after which the Planning Department's decision may be appealed.	
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ANNEXATIONS	Varies, depending on number of Owners and current State law. Consult with the Legal Department.		
TERMINATION OF PROJECT APPLICATIONS	-----	Required mailing to Owner/Applicant and certified Agent by certified mail 14 days prior to the Planning Director's termination and closure of files.	-----
LOT LINE ADJUSTMENTS: BETWEEN 2 LOTS WITHOUT A PLAT AMENDMENT	10 days prior to Final Action on the Property. Other posted legal notice not required.	Courtesy mailing to Property Owners within 300 ft. at time of initial Application for Lot line adjustment. Need consent letters, as described on the Planning Department Application form, from all adjacent Owners.	No published notice required.
PRELIMINARY AND FINAL SUBDIVISION PLAT APPLICATIONS	14 days prior to the first hearing.	Courtesy mailing 14 days prior to the first hearing to Property Owners within 300 ft.	14 days prior to the first hearing before the Planning Commission [and City Council] .
CONDOMINIUM PLATS	14 days prior to the first hearing.	Courtesy mailing 14 days prior to the first hearing to Property Owners within 300 ft.	14 days prior to the first hearing before the Planning Commission [and City Council] .
CONDOMINIUM PLAT AMENDMENTS	14 days prior to the first hearing.	Courtesy mailing 14 days prior to the first hearing, to Property Owners within 300 ft.	14 days prior to the first hearing before the Planning Commission [and City Council] .

SUBDIVISION PLAT AMENDMENTS	14 days prior to the first hearing.	Courtesy mailing 14 days prior to the first hearing, to Property Owners within 300 ft.	14 days prior to the first hearing before the Planning Commission [and City Council] .
IMPLEMENTING AN AMENDMENT TO ADOPTED SPECIFICATIONS FOR PUBLIC IMPROVEMENTS THAT APPLY TO A SUBDIVISION OR DEVELOPMENT		The City shall give a thirty (30) day mailed notice and an opportunity to comment to anyone who has requested the notice in writing.	
VACATING OR CHANGING A PUBLIC STREET, RIGHT-OF- WAY, OR EASEMENT	[14] 10 days prior to each hearing before the City Council on or [near] adjacent to the Street, Right-of-Way, or easement <u>or</u> in a [manner] public location that is [calculated to alert the public] reasonably likely to be seen by persons who are likely to be impacted.	Required mailing to each Property Owner of record of each Parcel or Lot that is accessed by the Public Street, Right-of-Way or easement <u>and each Affected Entity</u> at least [14] 10 days prior to the hearing before the City Council.	[14] 10 days prior to the hearing before the City Council.
EXTENSION OF APPROVALS	Posted notice shall be the same as required for the original application.	Mailed notice shall be the same as required for the original application.	Published notice shall be the same as required for the original application.
1) For all Applications, notice will be given to the Applicant of date, time, and place of the public hearing and public meeting to consider the Application and of any Final Action on a pending Application.			

- 2) All notices, unless otherwise specified in this Code or by State law, must state the general nature of the proposed action; describe the land affected; and state the time, place and date of the hearing. Once opened, the hearing may be continued, if necessary, without re-publication of notice until the hearing is closed.
- 3) A copy of each Staff report regarding the Applicant, or the pending Application, shall be provided to the Applicant at least three (3) business days before the public hearing or public meeting.
- 4) If notice provided per this Section is not challenged within 30 days after the meeting or action for which notice is given, the notice is considered adequate and proper.
- 5) All days listed are the minimum number of days required.

Appendix A – Official Zoning Map (Refer to the Planning Department)

15-2.1-6 Development On Steep Slopes

Development on Steep Slopes must be environmentally sensitive to hillside Areas, carefully planned to mitigate adverse effects on neighboring land and Improvements, and consistent with the Design Guidelines for Historic Districts and Historic Sites

Chapter 15-13 and Architectural Review Chapter 15-5.

For the purpose of measuring Slope, the measurement shall include a minimum horizontal distance of fifteen feet (15') measured perpendicular to the contour lines on the certified topographic survey. The measurement shall quantify the steepest Slope within the Building Footprint and any Access driveway.

A. Steep Slope Determination.

1. A Steep Slope Conditional Use permit ~~[or Administrative Conditional Use Permit]~~ is required for construction of any Structure with a Building Footprint in excess of two hundred square feet (200 sq. ft.) if said Building

Footprint is located on or projecting over an existing Slope of thirty percent (30%) or greater.

2. A Steep Slope Conditional Use permit ~~[or Administrative Conditional Use Permit]~~ is required for construction of any addition to an existing Structure, when the Building Footprint of the addition is in excess of two hundred square feet (200 sq. ft.), if the Building Footprint of the addition is located on or projecting over an existing Slope of thirty percent (30%) or greater.
3. A Steep Slope Conditional Use permit ~~[or Administrative Conditional Use Permit]~~ is required for any Access driveway located on or projecting over an existing Slope of (30%) or greater.

~~B. Permits Required.~~

- ~~1. On Lots with 3,750 square feet or less, an Administrative Conditional Use Permit shall be processed by the Planning Department.~~
- ~~2. On Lots greater than 3,750 square feet, a Conditional Use Permit is required. The Planning Department shall review all Steep Slope Conditional Use permit Applications and forward a recommendation to the Planning Commission.]~~

C. Conditional Use Permit Criteria.

The Planning Commission may review Steep Slope Conditional Use permit Applications as Consent Calendar items. Steep Slope Conditional Use permit Applications shall be subject to the following criteria:

1. **LOCATION OF DEVELOPMENT.** Development is located and designed to reduce visual and environmental impacts of the Structure.

2. **VISUAL ANALYSIS.** The Applicant must provide the Planning Department with a visual analysis of the project from key Vantage Points:
- a. To determine potential impacts of the proposed Access, and Building mass and design; and
 - b. To identify the potential for Screening, Slope stabilization, erosion mitigation, vegetation protection, and other design opportunities.
3. **ACCESS.** Access points and driveways must be designed to minimize Grading of the natural topography and to reduce overall Building scale. Shared Driveways and Parking Areas, and side Access to garages are strongly encouraged, where feasible.
4. **TERRACING.** The project may include terraced retaining Structures if necessary to regain Natural Grade.
5. **BUILDING LOCATION.** Buildings, Access, and infrastructure must be located to minimize cut and fill that would alter the perceived natural topography of the Site. The Site design and Building Footprint must coordinate with adjacent Properties to maximize opportunities for open Areas and preservation of natural vegetation, to minimize driveway and Parking Areas, and to provide variation of the Front Yard.
6. **BUILDING FORM AND SCALE.** Where Building masses orient against the Lot's existing contours, the Structures must be stepped with the Grade and broken into a series of individual smaller components that are Compatible with the District. Low profile Buildings that orient with existing contours are strongly encouraged. The garage must be subordinate in

design to the main Building. In order to decrease the perceived bulk of the Main Building, the ~~[Planning Director and/or]~~ Planning Commission may require a garage separate from the main Structure or no garage.

7. **SETBACKS.** The ~~[Planning Director and/or]~~ Planning Commission may require an increase in one or more Setbacks to minimize the creation of a “wall effect” along the Street front and/or the Rear Lot Line. The Setback variation will be a function of the Site constraints, proposed Building scale, and Setbacks on adjacent Structures.

8. **DWELLING VOLUME.** The maximum volume of any Structure is a function of the Lot size, Building Height, Setbacks, and provisions set forth in this Chapter. The ~~[Planning Director and/or]~~ Planning Commission may further limit the volume of a proposed Structure to minimize its visual mass and/or to mitigate differences in scale between a proposed Structure and existing Structures.

9. **BUILDING HEIGHT (STEEP SLOPE).** The Zone Height in the HRL District is twenty-seven feet (27') and is restricted as stated above in Section 15-2.1-5. The ~~[Planning Director and/or]~~ Planning Commission may require a reduction in Building Height for all, or portions, of a proposed Structure to minimize its visual mass and/or to mitigate differences in scale between a proposed Structure and the Historic character of the neighborhood's existing residential Structures.

HISTORY

Adopted by Ord. [00-15](#) on 3/2/2000

202 Amended by Ord. [06-56](#) on 7/27/2006
203 Amended by Ord. [09-10](#) on 3/5/2009
204 Amended by Ord. [09-14](#) on 4/9/2009
205 Amended by Ord. [15-35](#) on 10/12/2015
206 Amended by Ord. [2016-44](#) on 9/15/2016
207 Amended by Ord. [2019-07](#) on 1/29/2019
208 Amended by Ord. [2020-42](#) on 9/17/2020

209 **15-2.2-6 Development On Steep Slopes**

210 Development on Steep Slopes must be environmentally sensitive to hillside Areas,
211 carefully planned to mitigate adverse effects on neighboring land and Improvements,
212 and consistent with the Design Guidelines for Historic Districts and Historic Sites
213 Chapter 15-13 and Architectural Review Chapter 15-5.

214 For the purpose of measuring Slope, the measurement shall include a minimum
215 horizontal distance of fifteen feet (15') measured perpendicular to the contour lines on
216 the certified topographic survey. The measurement shall quantify the steepest Slope
217 within the Building Footprint and any Access driveway.

218 A. **Steep Slope Determination.**

- 219 1. A Steep Slope Conditional Use permit ~~[or Administrative Conditional Use~~
220 ~~Permit]~~ is required for construction of any Structure with a Building
221 Footprint in excess of two hundred square feet (200 sq. ft.) if said Building
222 Footprint is located on or projecting over an existing Slope of thirty percent
223 (30%) or greater.

2. A Steep Slope Conditional Use permit ~~[or Administrative Conditional Use Permit]~~ is required for construction of any addition to an existing Structure, when the Building Footprint of the addition is in excess of two hundred square feet (200 sq. ft.), if the Building Footprint of the addition is located on or projecting over an existing Slope of thirty percent (30%) or greater.
3. A Steep Slope Conditional Use permit ~~[or Administrative Conditional Use Permit]~~ is required for any Access driveway located on or projecting over an existing Slope of (30%) or greater.

~~B. Permits Required.~~

- ~~1. On Lots with 3,750 square feet or less, an Administrative Conditional Use Permit shall be processed by the Planning Department.~~
- ~~2. On Lots greater than 3,750 square feet, a Conditional Use Permit is required. The Planning Department shall review all Steep Slope Conditional Use permit Applications and forward a recommendation to the Planning Commission.]~~

C. Conditional Use Permit Criteria.

The Planning Commission may review Steep Slope Conditional Use permit Applications as Consent Calendar items. Steep Slope Conditional Use permit Applications shall be subject to the following criteria:

1. **LOCATION OF DEVELOPMENT.** Development is located and designed to reduce visual and environmental impacts of the Structure.
2. **VISUAL ANALYSIS.** The Applicant must provide the Planning Department with a visual analysis of the project from key Vantage Points:

- a. To determine potential impacts of the proposed Access, and Building mass and design; and
- b. To identify the potential for Screening, Slope stabilization, erosion mitigation, vegetation protection, and other design opportunities.

3. **ACCESS.** Access points and driveways must be designed to minimize Grading of the natural topography and to reduce overall Building scale. Shared Driveways and Parking Areas, and side Access to garages are strongly encouraged, where feasible.

4. **TERRACING.** The project may include terraced retaining Structures if necessary to regain Natural Grade.

5. **BUILDING LOCATION.** Buildings, Access, and infrastructure must be located to minimize cut and fill that would alter the perceived natural topography of the Site. The Site design and Building Footprint must coordinate with adjacent Properties to maximize opportunities for open Areas and preservation of natural vegetation, to minimize driveway and Parking Areas, and to provide variation of the Front Yard.

6. **BUILDING FORM AND SCALE.** Where Building masses orient against the Lot's existing contours, the Structures must be stepped with the Grade and broken into a series of individual smaller components that are Compatible with the District. Low profile Buildings that orient with existing contours are strongly encouraged. The garage must be subordinate in design to the main Building. In order to decrease the perceived bulk of the

Main Building, the ~~[Planning Director and/or]~~ Planning Commission may require a garage separate from the main Structure or no garage.

7. **SETBACKS.** The ~~[Planning Director and/or]~~ Planning Commission may require an increase in one or more Setbacks to minimize the creation of a “wall effect” along the Street front and/or the Rear Lot Line. The Setback variation will be a function of the Site constraints, proposed Building scale, and Setbacks on adjacent Structures.

8. **DWELLING VOLUME.** The maximum volume of any Structure is a function of the Lot size, Building Height, Setbacks, and provisions set forth in this Chapter. The ~~[Planning Director and/or]~~ Planning Commission may further limit the volume of a proposed Structure to minimize its visual mass and/or to mitigate differences in scale between a proposed Structure and existing Structures.

9. **BUILDING HEIGHT (STEEP SLOPE).** The Zone Height in the HRL District is twenty-seven feet (27') and is restricted as stated above in Section 15-2.1-5. The ~~[Planning Director and/or]~~ Planning Commission may require a reduction in Building Height for all, or portions, of a proposed Structure to minimize its visual mass and/or to mitigate differences in scale between a proposed Structure and the Historic character of the neighborhood's existing residential Structures.

HISTORY

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292 Amended by Ord. [09-10](#) on 3/5/2009

293 Amended by Ord. [09-14](#) on 4/9/2009

294 Amended by Ord. [15-35](#) on 10/12/2015

295 Amended by Ord. [2016-44](#) on 9/15/2016

296 Amended by Ord. [2019-07](#) on 1/29/2019

297 Amended by Ord. [2020-42](#) on 9/17/2020

298 **15-2.3-6 Development On Steep Slopes**

299 Development on Steep Slopes must be environmentally sensitive to hillside Areas,
300 carefully planned to mitigate adverse effects on neighboring land and Improvements,
301 and consistent with the Design Guidelines for Historic Districts and Historic Sites
302 Chapter 15-13 and Architectural Review Chapter 15-5.

303 For the purpose of measuring Slope, the measurement shall include a minimum
304 horizontal distance of fifteen feet (15') measured perpendicular to the contour lines on
305 the certified topographic survey. The measurement shall quantify the steepest Slope
306 within the Building Footprint and any Access driveway.

307 A. **Steep Slope Determination.**

- 308 1. A Steep Slope Conditional Use permit ~~[or Administrative Conditional Use~~
309 ~~Permit]~~ is required for construction of any Structure with a Building
310 Footprint in excess of two hundred square feet (200 sq. ft.) if said Building
311 Footprint is located on or projecting over an existing Slope of thirty percent
312 (30%) or greater.
- 313 2. A Steep Slope Conditional Use permit ~~[or Administrative Conditional Use~~
314 ~~Permit]~~ is required for construction of any addition to an existing Structure,

when the Building Footprint of the addition is in excess of two hundred square feet (200 sq. ft.), if the Building Footprint of the addition is located on or projecting over an existing Slope of thirty percent (30%) or greater.

3. A Steep Slope Conditional Use permit ~~[or Administrative Conditional Use Permit]~~ is required for any Access driveway located on or projecting over an existing Slope of (30%) or greater.

~~B. Permits Required.~~

- ~~1. On Lots with 3,750 square feet or less, an Administrative Conditional Use Permit shall be processed by the Planning Department.~~
- ~~2. On Lots greater than 3,750 square feet, a Conditional Use Permit is required. The Planning Department shall review all Steep Slope Conditional Use permit Applications and forward a recommendation to the Planning Commission.]~~

C. Conditional Use Permit Criteria.

The Planning Commission may review Steep Slope Conditional Use permit Applications as Consent Calendar items. Steep Slope Conditional Use permit Applications shall be subject to the following criteria:

1. **LOCATION OF DEVELOPMENT.** Development is located and designed to reduce visual and environmental impacts of the Structure.
2. **VISUAL ANALYSIS.** The Applicant must provide the Planning Department with a visual analysis of the project from key Vantage Points:
 - a. To determine potential impacts of the proposed Access, and Building mass and design; and

b. To identify the potential for Screening, Slope stabilization, erosion mitigation, vegetation protection, and other design opportunities.

3. **ACCESS.** Access points and driveways must be designed to minimize Grading of the natural topography and to reduce overall Building scale. Shared Driveways and Parking Areas, and side Access to garages are strongly encouraged, where feasible.

4. **TERRACING.** The project may include terraced retaining Structures if necessary to regain Natural Grade.

5. **BUILDING LOCATION.** Buildings, Access, and infrastructure must be located to minimize cut and fill that would alter the perceived natural topography of the Site. The Site design and Building Footprint must coordinate with adjacent Properties to maximize opportunities for open Areas and preservation of natural vegetation, to minimize driveway and Parking Areas, and to provide variation of the Front Yard.

6. **BUILDING FORM AND SCALE.** Where Building masses orient against the Lot's existing contours, the Structures must be stepped with the Grade and broken into a series of individual smaller components that are Compatible with the District. Low profile Buildings that orient with existing contours are strongly encouraged. The garage must be subordinate in design to the main Building. In order to decrease the perceived bulk of the Main Building, the ~~[Planning Director and/or]~~ Planning Commission may require a garage separate from the main Structure or no garage.

360 7. **SETBACKS.** The ~~[Planning Director and/or]~~ Planning Commission may
361 require an increase in one or more Setbacks to minimize the creation of a
362 “wall effect” along the Street front and/or the Rear Lot Line. The Setback
363 variation will be a function of the Site constraints, proposed Building scale,
364 and Setbacks on adjacent Structures.

365 8. **DWELLING VOLUME.** The maximum volume of any Structure is a
366 function of the Lot size, Building Height, Setbacks, and provisions set forth
367 in this Chapter. The ~~[Planning Director and/or]~~ Planning Commission may
368 further limit the volume of a proposed Structure to minimize its visual mass
369 and/or to mitigate differences in scale between a proposed Structure and
370 existing Structures.

371 9. **BUILDING HEIGHT (STEEP SLOPE).** The Zone Height in the HRL
372 District is twenty-seven feet (27') and is restricted as stated above in
373 Section 15-2.1-5. The ~~[Planning Director and/or]~~ Planning Commission
374 may require a reduction in Building Height for all, or portions, of a
375 proposed Structure to minimize its visual mass and/or to mitigate
376 differences in scale between a proposed Structure and the Historic
377 character of the neighborhood's existing residential Structures.

378 HISTORY

379 *Adopted by Ord. [00-15](#) on 3/2/2000*

380 *Amended by Ord. [06-56](#) on 7/27/2006*

381 *Amended by Ord. [09-10](#) on 3/5/2009*

382 *Amended by Ord. [09-14](#) on 4/9/2009*

383 Amended by Ord. [15-35](#) on 10/12/2015
384 Amended by Ord. [2016-44](#) on 9/15/2016
385 Amended by Ord. [2019-07](#) on 1/29/2019
386 Amended by Ord. [2020-42](#) on 9/17/2020

387

388 **15-7-4 Authority**

389 A. By authority of ordinance of the City Council of Park City, hereinafter referred to
390 as "City Council", adopted pursuant to the powers and jurisdictions vested
391 through Title 10, Chapters 3 and 9a, and Title 17, Chapter 27a of the Utah Code,
392 as amended, and other applicable laws, statutes, ordinances, and regulations of
393 the State of Utah, the City Council hereby ~~[exercise]~~ delegates the power and
394 authority to review, approve, and disapprove plats for subdividing land within the
395 corporate limits of Park City which show Lots, blocks, or Sites with or without new
396 Streets or highways to the Planning Commission.

397 B. By the same authority, the ~~[City Council]~~ Planning Commission does hereby
398 exercise the power and authority to pass and approve Development in
399 Subdivisions, Re-subdivisions, or Lot Line Adjustments of land already recorded
400 in the office of the County Recorder if such are entirely or partially undeveloped.

401 C. The plat, Subdivision, Re-subdivision or Lot Line Adjustment shall be considered
402 to be void if:

403 1. the plat, Subdivision, Re-subdivision, or Lot Line Adjustment has been
404 recorded with the County Recorder's office without a prior approval by the

~~[City Council]~~ Planning Commission, or in the case of a Lot Line

Adjustment, its designated responsible official, or

2. the plat, Subdivision, Re-subdivision, or Lot Line Adjustment has been

approved by the ~~[City Council]~~ Planning Commission where the approval

has been granted more than three (3) years prior to granting a Building

permit, on the partially or entirely undeveloped land and the zoning

regulations, either bulk or Use, for the district in which the Subdivision is

located, have been changed subsequent to the original final plat,

Subdivision, Re-subdivision, or Lot Line Adjustment approval.

D. A Transfer of land pursuant to a void plat is voidable.

HISTORY

Adopted by Ord. 01-17 on 5/17/2001

Amended by Ord. 06-22 on 4/27/2006

Amended by Ord. 2022-16 on 5/26/2022

15-7-7 Vacation, Alteration Or Amendment Of Plats

The City Council or Planning Commission may, on its own motion, or pursuant to a

petition, consider and resolve at a public hearing any proposed vacation, alteration or

amendment of a Subdivision plat, or any Street, Lot, alley or public Use Area contained

in a Subdivision plat, as provided in Section 10-9a-608 through 10-9a-611 of the Utah

Code as amended. If the amended plat is approved and recorded, the recorded plat

shall vacate, supersede, and replace any contrary provision in a previously recorded

plat on the same land. The recorded vacating ordinance shall replace a previously

recorded plat described in the vacating ordinance.

428 HISTORY

429 *Adopted by Ord. [01-17](#) on 5/17/2001*

430 *Amended by Ord. [06-22](#) on 4/27/2006*

431 *Amended by Ord. [2016-44](#) on 9/15/2016*

432 *Amended by Ord. [2022-16](#) on 5/26/2022*

433 **15-7-10 Enforcement**

434 It shall be the duty of the Planning Director to enforce these regulations and to bring to
435 the attention of the City Attorney any violations or lack of compliance herewith.

436 1. No Owner, or Agent of the Owner, of any Parcel of land located in a proposed
437 Subdivision, shall Transfer or sell any such Parcel before a plat of such
438 Subdivision has been approved by the Planning Commission ~~[and City Council]~~
439 in accordance with the provisions of these regulations, and filed with the County
440 Recorder.

441 2. The Subdivision of any Lot or any Parcel of land, by the Use of metes and
442 bounds description for the purpose of sale, Transfer, or lease with the intent of
443 evading these regulations, shall not be permitted. However, the City may
444 approve metes and bounds descriptions for purposes of Lot Line Adjustments,
445 resolving conflicting boundary descriptions, and the recombination of historically
446 platted Properties located within either the Park City/Millsite or Snyder's Addition
447 surveys. All such described Subdivisions shall be subject to all of the
448 requirements contained in these regulations.

3. No Building Permit shall be issued for the construction of any Building or Structure located on a Lot or plat subdivided or sold in violation of the provisions of these regulations.

HISTORY

Adopted by Ord. [01-17](#) on 5/17/2001

Amended by Ord. [06-22](#) on 4/27/2006

15-7.1-2 Procedure

No land shall be subdivided within the corporate limits of Park City until:

1. The Owner, Applicant and/or Developer or ~~his/her~~ their Agent submit an Application for Subdivision to the Planning Commission through the Park City Planning Department;
2. The Planning Commission holds a public hearing and ~~[makes a final recommendation to the City Council]~~ approves the application; and
3. ~~[Approval of the Subdivision is obtained by the Planning Commission and City Council, or approval by the Planning Director under proper authority; and]~~
4. The approved ~~[Subdivision]~~ Plat is filed with the County Recorder.

HISTORY

Adopted by Ord. [01-17](#) on 5/17/2001

Amended by Ord. [06-22](#) on 4/27/2006

15-7.1-4 General Procedure

- A. **OFFICIAL SUBMISSION DATES**. At its discretion, the Planning Commission may waive one or more of the steps in the approval process by allowing the Applicant and Developer to combine the requirements of both preliminary and

final Subdivision Plats into a single submittal. For the purpose of these regulations, for both major and minor Subdivisions, the date of the regular meetings of the Planning Commission at which the public hearings on final approval of the Subdivision Plat, including any adjourned date thereof, is closed, shall constitute the official submittal date of the plat at which the statutory period required for formal approval or disapproval of the plat shall commence to run.

B. **PHASING PLAN REQUIRED**. All residential Subdivisions with more than twenty (20) Lots or Condominiums shall include a phasing plan, which specifies the timing of public improvements and residential construction.

1. **PHASING PLAN REQUIREMENTS**. A phasing plan shall include:

- a. The number of units or Parcels to be developed in each phase and the timing of each phase.
- b. The timing of construction of public improvements and Subdivision amenities to serve each phase.
- c. The relationship between the public improvements in the current Subdivision and contiguous land previously subdivided and yet to be subdivided.

2. **MASTER PLANNED DEVELOPMENT**. If the Subdivision is in an Area covered by an approved Master Planned Development, which has a phasing plan, the phasing plan for the Subdivision shall be consistent with the phasing plan for the Master Planned Development.

3. **REVISIONS.** An Applicant may request a revision of the phasing plan, which may be necessary due to such conditions as changing market conditions, inclement weather or other factors.

C. **COORDINATION OF MULTIPLE APPLICATIONS.** It is the intent of these regulations that Subdivision review be carried out simultaneously with the review of Master Planned Developments. Required Applications shall be submitted in a form to satisfy both the requirements of the Subdivision regulations and Master Planned Development provisions of the Land Management Code. Any project falling within the Sensitive Lands Area Overlay Zone may be subject to additional requirements and regulations as outlined in the Sensitive Area Overlay Zone Regulations.

HISTORY

Adopted by Ord. [01-17](#) on 5/17/2001

15-7.1-6 Final Subdivision Plat

A. **APPLICATION PROCEDURE AND REQUIREMENTS.** Following approval of the Preliminary Plat, if necessary, the Applicant~~[, if he wishes to proceed with the Subdivision,]~~ shall file with the Planning Department an Application for approval of a final Subdivision Plat. The Application shall:

1. Be made on forms available at the Planning Department and determined complete. A complete Application shall include all elements of the Subdivision and shall produce all information required by the Subdivision Application.

2. Include all contiguous holdings of the Owner, unless specifically waived by the Planning Department and Planning Commission, including land in the "same ownership," as defined herein, with an indication of the portion which is proposed to be subdivided, accompanied by an affidavit of ownership, which shall include the dates the respective holdings of land were acquired, together with the book and page of each conveyance to the present Owner as recorded in the County Recorder's office. The affidavit shall advise as to the legal Owner of the Property, the contract Owner of the Property, the date a contract of sale was executed, and, if any corporations are involved, a copy of the resolution legally empowering the Applicant to make the Application.

3. Include the entire Subdivision, or section thereof, which derives access from an existing state, county or local government highway.

B. **REVIEW OF FINAL SUBDIVISION PLAT**. The Planning Department staff shall schedule the Final Plat Application for review by the Development Review Committee, including officials or agencies of the local government, adjoining counties or municipalities, school and special districts, and other official bodies as it deems necessary or as mandated by law, including any review required by metropolitan, regional, or state bodies under applicable state or federal law.

The Planning Department shall request that all officials and agencies, to whom a request for review has been made, submit their report to the Staff. The Staff will consider all the reports submitted by the officials and agencies concerning the

Final Subdivision Plat and shall submit a report for proposed action to the Planning Commission.

Once an Application is received, the Staff will work diligently to review the Application, as quickly as time and workload allows. The scale or complexity of a project or Staff workload may necessitate a longer processing period. In such cases the Staff will notify the Applicant when an Application is filed as to the projected time frame.

C. PLANNING COMMISSION ~~[AND CITY COUNCIL]~~ REVIEW OF FINAL SUBDIVISION PLAT. The Planning Commission shall review the Final

Subdivision Plat and the report of the Staff, taking into consideration requirements of the Land Management Code, the General Plan, and any Master Plan, site plan, or Sensitive Lands Analysis approved or pending on the Property. Particular attention will be given to the arrangement, location and width of Streets and their relation to sewerage disposal, drainage, erosion, topography and natural features of the Property, location of Physical Mine Hazards and Geologic Hazards, Lot sizes and arrangement, the further Development of adjoining lands as yet un-subdivided, requirements of the Preliminary Plat (if a Preliminary Plat was required), and requirements of the Official Zoning Map and Streets Master Plan, as adopted by the Planning Commission and City Council.

The Planning Commission shall make a finding as to Good Cause prior to ~~[making a positive recommendation to City Council]~~ taking Final Action.

1. The Planning Commission shall give notice pursuant to Section 15-1-12
[of this Code] and hold a public hearing on the proposed final Subdivision
Plat before ~~[making its final recommendation to the City Council]~~ taking
Final Action.
2. After considering the final Subdivision Plat and proposed ordinance, the
Planning Commission shall ~~[recommend to the City Council approval or~~
~~disapproval]~~ take Final Action ~~[of the Subdivision Application]~~ and set forth
in detail any conditions to which the approval is subject, or the reasons for
disapproval.
3. ~~[The City Council may adopt or reject the ordinance either as proposed by~~
~~the Planning Commission or by making any revision it considers~~
~~appropriate.]~~
4. In the ~~[final ordinance]~~ Final Action the ~~[City Council]~~ Planning
Commission shall stipulate the period of time when the Final Plat shall be
recorded and when the performance Guarantee shall be filed or the
required improvements installed, whichever is applicable. Provided,
however, that no plats will be approved or released for recording until
necessary Guarantees have been established in accordance with the
Land Management Code. In no event shall the period of time stipulated by
the ~~[City Council]~~ Planning Commission for completion of required
improvements exceed two (2) years from the date of Final Action.
5. Extension of Approval. Applicants may request time extensions of the
Planning Commission ~~[City Council]~~ approval by submitting a request in

writing to the Planning Department prior to expiration of the approval. The ~~[City Council]~~ Planning Director may grant an extension to the expiration date when the Applicant is able to demonstrate no change in circumstance that would result in an unmitigated impact or that would result in a finding of non-compliance with the Park City General Plan or the Land Management Code in effect at the time of the extension request. Change in circumstance includes physical changes to the Property or surroundings. Notice shall be provided consistent with the requirements for a Final Plat in Section 15-1-12.

D. **SUBMISSION AND REVIEW**. Subsequent to the ~~[resolution]~~ approval of the Planning Commission, one

1. paper copy of the construction plans, and one copy of the original Subdivision Plat on paper shall be submitted to the Planning Department for final review. No final approval shall be endorsed on the plat until the staff's review has indicated that all requirements of the ~~[ordinance]~~ approval have been met.

E. **VESTED RIGHTS**. Vesting for purposes of zoning occurs upon the filing of a complete Application provided, however, that no vested rights shall accrue to any plat by reason of preliminary or final approval until the actual signing of the plat by the ~~[Chairman of the]~~ Planning Commission Chair and the Mayor of Park City. All requirements, conditions, or regulations adopted by the Planning Commission ~~[and City Council]~~ applicable to the Subdivision or to all Subdivisions generally shall be deemed a condition for any Subdivision prior to the time of the signing of

the Final Plat by the ~~[Chairman of the]~~ Planning Commission Chair and Mayor.

Where the Planning Commission ~~[or Council]~~ has required the installation of improvements prior to signing of the Final Plat, the Planning Commission ~~[or Council]~~ shall not unreasonably modify the conditions set forth in the final approval.

F. **LOT LINE ADJUSTMENTS**. The Planning Director may approve a Lot Line Adjustment between two (2) Lots without a plat amendment, within the corporate limits of Park City, if:

1. the Owners of both Lots demonstrate, to the satisfaction of the Planning Director that:

- a. no new developable Lot or unit results from the Lot Line Adjustment;
- b. all Owners of Property contiguous to the adjusted Lot(s) or to Lots owned by the Applicant(s) which are contiguous to the adjusted Lot(s), including those separated by a public Right-of-Way, consent to the Lot Line Adjustment;
- c. the Lot Line Adjustment does not result in remnant land;
- d. the Lot Line Adjustment, and resulting Lots comply with LMC Section 15-7.3 and are compatible with existing lot sizes in the immediate neighborhood;
- e. the Lot Line Adjustment does not result in violation of applicable zoning requirements;

- 629 f. neither of the original Lots were previously adjusted under this
630 section;
- 631 g. written notice was mailed to all Owners of Property within three
632 hundred feet (300') and neither any Person nor the public will be
633 materially harmed by the adjustment; and
- 634 h. the City Engineer and Planning Director authorizes the execution
635 and recording of an appropriate deed and Plat, to reflect that the
636 City has approved the Lot Line Adjustment.
- 637 i. Extension of Approval. Applicants may request time extensions of
638 the Lot Line Adjustment approval by submitting a request in writing
639 to the Planning Department prior to expiration of the approval. The
640 Planning Director shall review all requests for time extensions of
641 Lot Line Adjustments and may grant a one year extension.
- 642
- 643 Extension requests may be granted when the Applicant is able to
644 demonstrate no change in circumstance that would result in an
645 unmitigated impact or that would result in a finding of non-
646 compliance with the Park City General Plan or the Land
647 Management Code in effect at the time of the extension request.
648 Change in circumstance includes physical changes to the Property
649 or surroundings. Notice shall be provided consistent with the
650 requirements for Lot Line Adjustments in Section 15-1-12.

- 651 2. If, based upon non-compliance with Subsection (1), the Planning Director
652 denies the Lot Line Adjustment, the Director shall inform the Applicant(s)
653 in writing of the reasons for denial, of the right to appeal the decision to
654 the Planning Commission, and of the right to file a formal plat amendment
655 Application.

656 **G. COMBINATION OF ADJOINING CONDOMINIUM UNITS WITH A**
657 **CONDOMINIUM PLAT.**

- 658 1. Subject to the condominium declaration, a unit owner after acquiring an
659 adjoining unit that shares a common wall with the unit owner's unit and
660 after recording an amended condominium record of survey plat in
661 accordance with this Title, a unit owner may:

- 662 a. remove or alter a partition between the unit owner's unit and the
663 acquired unit, even if the partition is entirely or partly common
664 areas and facilities; or
665 b. create an aperture to the adjoining unit or portion of a unit.

- 666 2. A unit owner may not take this action if such action would:

- 667 a. impair the structural integrity or mechanical systems of the building
668 or either unit;
669 b. reduce the support of any portion of the common areas and
670 facilities or another unit;
671 c. constitute a violation of Utah Code Section 10-9a-608, as
672 amended, or violate any section of this code of the IBC.

3. Approval of a condominium plat amendment to combine units does not change an assessment or voting right attributable to the unit owner's unit or the acquired unit, unless the declaration provides otherwise.

HISTORY

Adopted by Ord. [01-17](#) on 5/17/2001

Amended by Ord. [06-22](#) on 4/27/2006

Amended by Ord. [11-05](#) on 1/27/2011

Amended by Ord. [15-35](#) on 10/12/2015

Amended by Ord. [2018-24](#) on 5/31/2018

15-7.1-7 Signatures And Recording Of The Plat

A. SIGNING OF PLAT.

1. When a Guarantee is required, the ~~[Chairman of the]~~ Planning Commission Chair and Mayor shall endorse approval on the plat after the Guarantee has been approved by the City Council, or its administrative designee and all the conditions of the ordinance pertaining to the plats have been satisfied.
2. When installation of improvements prior to plat recordation is required, the ~~[Chairman of the]~~ Planning Commission Chair and Mayor shall endorse approval on the plat after all conditions of the ~~[ordinance]~~ approval have been satisfied and all improvements satisfactorily completed. There shall be written evidence that the required public facilities have been installed in a manner satisfactory to the City as shown by a certificate signed by the

City Engineer and City Attorney that the necessary dedication of public lands and improvements has been accomplished.

3. The plat shall be signed by the City Engineer, City Attorney and the City Recorder, if the plat meets the requirements herein.

4. The plat shall conform to City ordinances and be approved by the culinary water authority, the sanitary sewer authority, the County GIS Coordinator/Addressing Authority, and the local health department, if the local health department and the City consider the local health department's approval necessary.

5. The City may withhold an otherwise valid plat approval until the Owner of the land provides the City ~~[Council]~~ with a tax clearance indicating that all taxes, interest, and penalties owing on the land have been paid.

6. A Subdivision Plat recorded without the required signatures is void.

B. SUBMISSION OF PLAT TO THE UTAH AUTOMATED GEOGRAPHIC

REFERENCE CENTER. Staff shall submit an approved plat to the Utah Automated Geographic Reference Center within thirty (30) days of the date of ~~[City Council]~~ Planning Commission approval to provide data for the unified statewide 911 emergency database.

C. RECORDING OF PLAT. It shall be the responsibility of the Developer's licensed

title company to file the original Mylar plat with the County Recorder within thirty (30) days of the date of signature. Simultaneously with the filing of the plat, the licensed title company shall record the agreement of dedication together with such legal documents as shall be required to be recorded by the City Attorney.

D. **SECTIONALIZING MAJOR SUBDIVISION PLATS**. Prior to granting final approval of a Major Subdivision Plat, the Planning Commission ~~[and City Council]~~ may permit the plat to be divided into two (2) or more sections and may impose such conditions upon the filing of the sections as it may deem necessary to assure the orderly Development of the plat. The Planning Commission ~~[and City Council]~~ may require that the performance Guarantee be in such amount as is commensurate with the section or sections of the plat to be filed and may defer the remaining required performance Guarantee principal amount until the remaining sections of the plat are presented for filing. The Developer may also file irrevocable offers to dedicate Streets and public improvements only in those sections submitted to be filed and defer filing offers of dedication for the remaining sections until such sections, subject to any additional conditions imposed by the Planning Commission, and offers shall be granted concurrently with final approval of the balance of the plat. The approval of all remaining sections not filed with the County Recorder shall automatically expire unless such sections have been approved for filing by the Planning Commission, all fees paid, all instruments and offers of dedication submitted and performance Guarantees approved and actually filed with the County Recorder within one (1) year of the date of final Subdivision approval of the Subdivision Plat. See Section 15-7.1-6 of these regulations.

HISTORY

Adopted by Ord. [01-17](#) on 5/17/2001

Amended by Ord. [06-22](#) on 4/27/2006

741 Amended by Ord. [2016-44](#) on 9/15/2016

742 Amended by Ord. [2020-15](#) on 3/5/2020

743

744 **15-12-15 Review By Planning Commission**

745 A. General planning and review of specific Development projects by the Planning
746 Commission shall be divided into the following functions:

- 747 1. City General Plan and General Plan amendments review and
748 recommendation to City Council;
- 749 2. Annexation and zoning review with recommendation to City Council;
- 750 3. Land Management Code and re-zoning review with recommendation to
751 City Council;
- 752 4. Subdivision approval ~~[with recommendation to City Council];~~
- 753 5. Master Planned Development and Affordable Master Planned
754 Development approval;
- 755 6. Conditional Use permit ratification of findings of fact, conclusions of law
756 and conditions of approval, if applicable;
- 757 7. Consent agenda items;
- 758 8. Review of appeals of Planning Director Final Action on land use
759 applications;
- 760 9. Subdivision and Condominium plat and plat amendment approval ~~[review~~
761 ~~with recommendation to City Council];~~
- 762 10. Sensitive Lands review; and

11. Extension of Conditional Use permit and Master Planned Development approvals.

B. The scope of review for each of these functions is as follows:

1. **CITY GENERAL PLAN REVIEW.** The Planning Commission shall have the primary responsibility to initiate and update the City General Plan, including planning for adequate Streets and utilities, parks, trails, recreation facilities, housing, and open space. The Commission shall consider long-range zoning and land use objectives, protection of Sensitive Lands, and shall conduct periodic review of existing plans to keep them current.

2. **ANNEXATION REVIEW.** The Commission shall review all annexation requests according to the Utah State Code regarding annexations, including Section 10-2-401.5, regarding adoption of an annexation policy plan, and shall make a recommendation to City Council for action. The Commission shall recommend zoning on land to be annexed.

3. **LAND MANAGEMENT CODE AND REZONING REVIEW.** The Commission shall initiate or recommend zone changes and review the Land Management Code Development standards within zones. The Commission shall hear all requests for zone changes and forward a recommendation to City Council for action. The Commission shall have the primary responsibility to review amendments to the Land Management Code and shall forward a recommendation to the City Council.

- 785 4. **SUBDIVISION APPROVAL.** The Planning Commission shall review all
786 applications for Subdivisions under the provisions of the ~~[Park City~~
787 ~~Subdivision Control Ordinance in Section]~~ Chapter 15-7 ~~[15, Chapter 7]~~.
- 788 5. **MASTER PLANNED DEVELOPMENT AND AFFORDABLE MASTER**
789 **PLANNED DEVELOPMENT APPROVAL.** The Planning Commission
790 shall review proposals for Master Planned Development pursuant to
791 Chapter 15-6 and Affordable Master Planned Development pursuant to
792 Chapter 15-6.1.
- 793 6. **RATIFICATION OF CONDITIONAL USE PERMITS.** The Planning
794 Commission has the authority to review and ratify or overturn all actions of
795 the Planning Department regarding Conditional Use permits. In reviewing
796 requests for Conditional Use permits, the Commission shall consider the
797 Conditional Use process and review criteria as stated in Section 15-1-10.
798 In approving or denying a Conditional Use permit the Commission shall
799 ratify and include in the minutes of record the findings of fact, conclusions
800 of law, and conditions of approval, if applicable, upon which the decision
801 to approve or deny was based.
- 802 7. **CONSENT AGENDA ITEMS.** The following items may be placed on the
803 consent agenda, if the Application is uncontested, or if a public hearing
804 has already been conducted and has been closed by formal action of the
805 Planning Commission:
- 806 1. Conditional Use permits, including Steep Slope Conditional Use
807 permits;

2. Plat and plat amendment approvals;
3. Requests for time extensions of Conditional Use permit, Master Planned Development, and plat approvals;
4. Other items of a perfunctory nature, which the Chair directs the Department to place on the consent agenda for action.

All items on the consent agenda shall be passed or denied by a single motion at the Commission meeting, unless a motion to remove a specific item is made. If a member of the public or a member of the Planning Commission requests a public hearing on a consent agenda item, then the item shall be removed from the consent agenda. When an item is removed from the consent agenda, it shall be acted on at the same meeting at which the removal occurs, unless the Applicant requests the item be continued in order to prepare additional information to respond to the Commissions concerns.

8. REVIEW OF APPEALS OF THE PLANNING STAFF'S FINAL ACTION ON A LAND USE APPLICATION. See Section 15-1-18.

9. SUBDIVISION AND CONDOMINIUM PLAT AND PLAT AMENDMENT REVIEW. The Commission shall review all plats affecting land within the City limits or annexations to the City, according to ~~[Section 15-7]~~ Chapter 15-7. The scope of review on plat approval is limited to finding substantial compliance with the provisions of the state statute on recording of plats, and that all previously imposed conditions of approval, whether imposed by the Staff or the Commission have been satisfied.

831

832 Upon finding that the plat is in compliance with the state statute, and that
833 conditions of approval have been satisfied, the plat must be approved.

834 ~~[The City Engineer, City Attorney, City Recorder, City Council, and Mayor~~
835 ~~shall all review the plat as required by statute before recording. Plats may~~
836 ~~be approved on the consent agenda.]~~

837 **10. SENSITIVE LANDS REVIEW.** Any project falling within the Sensitive
838 Lands Area Overlay Zone is subject to additional requirements and
839 regulations as outlined in the Sensitive Area Overlay Zone Regulations,
840 Chapter 15-2.21.

841 **11. EXTENSION OF CUP AND MPD APPROVAL.** See Sections 15-1-10(G)
842 and 15-6-4(J) ~~[extension of Conditional Use Permit, Section 15-1-10(G)~~
843 ~~and MPD Section 15-6-4(H), Length of Approval].~~

844 HISTORY

845 *Adopted by Ord. 01-17 on 5/17/2001*

846 *Amended by Ord. 06-35 on 6/8/2006*

847 *Amended by Ord. 09-10 on 3/5/2009*

848 *Amended by Ord. 10-11 on 4/1/2010*

849 *Amended by Ord. 11-05 on 1/27/2011*

850 *Amended by Ord. 2018-24 on 5/31/2018*

851 *Amended by Ord. 2022-16 on 5/26/2022*

City Council Staff Communication



Subject: Lot Combinations in Historic Districts
Application: PL-23-05655
Author: Planning Team
Date: October 26, 2023
Type of Item: Legislative – Land Management Code Amendments

Recommendation

(I) Review the proposed Land Management Code amendments that establish a maximum lot size for residential development in the Historic Residential Districts, (II) open a public hearing, and (III) consider approving Ordinance No. 2023-50 (Exhibit A).

Description

Applicant:	Planning Department
Zoning Districts:	Historic Residential Low – Density Historic Residential – 1 Historic Residential – 2 Historic Residential Medium
Land Management Code Sections Amended:	Historic Residential Low – Density § 15-2.1-3 Lot and Site Requirements § 15-2.1-4 Existing Historic Buildings and/or Structures Historic Residential – 1 § 15-2.2-1 Purpose § 15-2.2-3 Lot and Site Requirements § 15-2.2-4 Existing Historic Buildings and/or Structures Historic Residential – 2 § 15-2.3-3 Lot and Site Requirements § 15-2.3-4 Existing Historic Buildings and/or Structures Historic Residential Medium § 15-2.4-3 Lot and Site Requirements § 15-2.4-4 Existing Historic Buildings and/or Structures
Reason for Review:	The Planning Commission reviews and forwards a recommendation to the City Council for Land Management Code amendments; the City Council takes Final Action ¹

¹ LMC [Section 15-1-7](#)

Summary

On April 26, 2023, the Planning Commission requested prioritization of Land Management Code amendments regarding lot combinations for residential uses in Historic Districts ([Minutes](#), p. 2).

In response to the Planning Commission's April 26, 2023 request to prioritize lot combinations, the Planning team issued public notice of a *Pending Ordinance Establishing Maximum Lot Sizes for Lot Combinations in the Historic Districts* on May 10, 2023.

The Planning team sent public notice of the pending ordinance to property owners within the Historic Residential Zoning Districts. The Planning team also conducted stakeholder meetings with community members, architects, developers, and surveyors regarding the proposed amendments. Input submitted for consideration from stakeholders is outlined below and was taken into consideration for the proposed amendments:

- When evaluating maximum lot sizes, consider requirements for construction staging and impacts to neighborhoods
- Allow flexibility for unique features in Old Town, including:
 - Unusual lot configurations
 - Rights-of-Way that are not constructed as platted
 - Parcels that reflect property ownership of existing structures and sites, but have not yet been platted
- Establish criteria for compatible infill that reflects Old Town's historic residential character while allowing for modern living, including accommodations for service and delivery vehicles and larger living areas
- Mitigate impacts that may result from smaller lot size requirements, including increased vehicles in neighborhoods and pavement and parking on sites, snow shedding between properties, long-term maintenance of structures and impacts on adjacent properties, and landscaping and Wildland Urban Interface requirements
- Address existing Master Planned Development, subdivision and resulting non-conforming status of lots previously combined in excess of the proposed new regulations

The Planning Commission conducted public hearings on May 24, 2023 ([Staff Report](#); [Minutes](#), p. 24 and August 23, 2023 ([Staff Report](#); [Audio](#)). On September 27, 2023, the Planning Commission conducted a public hearing and unanimously forwarded a positive recommendation for the City Council's consideration ([Staff Report](#); [Audio](#)).

The proposed amendments establish a maximum lot size for residential uses in the Historic Residential Districts.

Background

On July 27, 2006, the City Council adopted [Ordinance No. 06-56](#) to mitigate infill development on larger lots in the Historic Residential – 1, Historic Residential – 2, and Historic Residential Low – Density Zoning Districts, the Old Town residential areas ([Staff Report](#), p. 105) and to reduce overall density in the Historic Residential Districts. The Land Management Code (LMC) establishes Maximum Building Footprint regulations in the Historic Residential – 1,² Historic Residential – 2,³ and Historic Residential Low – Density⁴ Zoning Districts that reduce the building footprint as lot size increases:

MAXIMUM FP = $(A/2) \times 0.9A/1875$ where FP = maximum Building Footprint and A = Lot Area.

Example: 3,750 sq. ft. Lot: $(3,750/2) \times 0.9(3750/1875) = 1,875 \times 0.81 = 1,519$ sq. ft.³

The Table below shows the reduced percentage of the lot that can be built upon as the lot size increases:

Lot Area	Maximum Building Footprint	Maximum Building Footprint percentage of Lot
1,875 SF	844 SF	45%
2,813 SF	1,201 SF	43%
3,750 SF	1,519 SF	41%
4,688 SF	1,801 SF	38%
5,625 SF	2,050 SF	36%
6,563 SF	2,269 SF	35%
7,500 SF	2,460 SF	33%

The LMC further outlines examples of Maximum Building Footprint for combinations of various lot sizes:

The Maximum Building Footprint of any Structures shall be located on a Lot, or combination of Lots, not exceeding 18,750 square feet [ten 25-foot by 75-foot lots] in Lot Area, shall be calculated according to the following formula for Building Footprint . . .

² LMC [§ 15-2.2-3\(E\)](#)

³ LMC [§ 15-2.3-3\(E\)](#)

⁴ LMC [§ 15-2.1-3\(E\)](#)

TABLE 15-2.1.

Lot Depth (ft.) **	Lot Width (ft.)	Lot Area Sq. Ft.	Max. Bldg. Footprint Sq. Ft.
75 ft.	37.5*	2,813	1,201
75 ft.	50.0	3,750	1,519
75 ft.	62.5	4,688	1,801
75 ft.	75.0	5,625	2,050
75 ft.	87.5	6,563	2,269
75 ft.	100.0	7,500	2,460
75 ft.	Greater than 100.0	Greater than 7,500	Per Formula

In addition to the Zoning District regulations, properties within the Historic Districts—whether designated Landmark or Significant Historic Structures on Park City’s Historic Sites Inventory or not—must complete a Historic District Design Review (HDDR) process to ensure future development complies with LMC [Chapter 15-13](#) *Design Guidelines For Historic Districts and Historic Sites*. Universal Guidelines for new infill include evaluation of the streetscape and character area:

- Size and mass of a structure shall be compatible with the size of the site so that lot coverage, building bulk, and mass are compatible with Historic Sites within the Streetscape or character area.
- New construction activity shall not physically damage nearby Historic Sites.
- New infill residential buildings shall reinforce visual unity within the context of the Streetscape or character area. The specific context of each Streetscape or character area is an important feature of the Historic District. The context of each Streetscape or character area shall be considered in its entirety, as one would see it when standing on the street viewing both sides of the street for the entire length of the Streetscape or character area. Special consideration should be given to adjacent and neighboring Historic Sites to reinforce existing rhythms and patterns.⁵

As part of the HDDR evaluation, LMC [§ 15-13-8\(B\)\(1\)\(a\)\(3\)](#) states “[t]he historic town grid shall be preserved by retaining the formal street pattern, maintaining historic lot sizes rather than aggregating the historic-sized lots into larger lots, and preserving the regular rhythm and pattern of lot sizes in a way that reinforces the perception of the grid.” While encouraging traditional 25-foot by 75-foot lots, LMC [§ 15-13-8\(B\)\(2\)\(a\)\(8\)](#) acknowledges that structures may be built on lots greater than 25 feet wide and states they should be designed so that the facades visible from the primary public right-of-way reinforce the rhythm along the street in terms of traditional building width, depth, and patterns within

⁵ LMC [§ 15-13-8\(A\)](#)

the façade and “[r]egardless of lot frontage, the primary façade shall be compatible with the width of surrounding historic buildings. The greater width of the building shall be set back significantly from the plane of the primary façade. The width of the new building shall not appear to be visibly greater than historic buildings in the Streetscape or character area. Modules on a primary façade should generally not exceed eleven (11) feet to twenty-five (25) feet in width.”

The General Plan recommends evaluating a maximum lot size.

Objective 15B of the General Plan is to maintain character, context, and scale of local Historic Districts with compatible infill development and additions. Community Planning Strategy 15.12 *Historic Character Goals* encourages the City to examine lot sizes in Old Town to determine if a maximum lot size would provide more compatible mass and scale for new structures as well as additions to existing structures.

Park City has over 400 registered historic sites, two National Historic Districts, and six Historic Zoning Districts. Goal 15 in the Park City General Plan 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.” The General Plan states “[w]hile the uses within these districts may evolve over time, the built environment of the local historic districts should stay true to its architectural roots, specifically relative to the integrity, mass, scale and historic fabric of the mining boom era (1872-1929).”

Historically, lots in Park City’s Old Town were platted 25 feet in width and 75 feet in depth, illustrated on the 1927 Map of Park City by Caldwell & Richards Engineers Park City showing the Park City Survey to the south, and the Snyder’s Addition to the north:

MAP OF
PARK CITY
SUMMIT COUNTY - UTAH

SCALE: 1" = 100 Feet

Based on original map of 1887.
Revised by the
City of Park City, Utah
May 1900

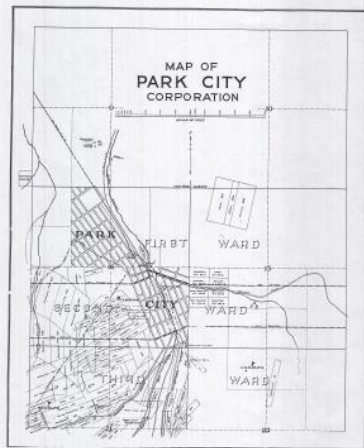
N

FIRST WARD

SECOND WARD

THIRD WARD

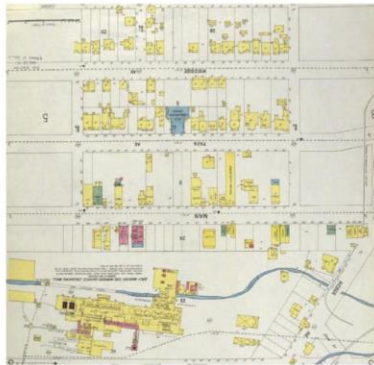
WARD



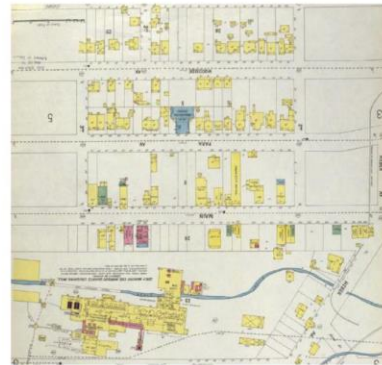
This resulted in a higher-density development pattern in Old Town. The image below from the General Plan illustrates historic lot sizes shown in the Sanborn Fire Insurance Maps:



1889 Sanborn Fire Insurance Map



1900 Sanborn Fire Insurance Map



1907 Sanborn Fire Insurance Map



1929 Sanborn Fire Insurance Map



2012 Development Map

These historic Sanborn Fire Insurance maps show the progression of development along Woodside Avenue, Park Avenue, and Main Street from 1889 through 1929. In the past, small mining homes were built on narrow residential lots and commercial buildings grew up around Main Street. More recently, however, developmental pressures have led to lot combinations, substantial additions to our historic buildings, and expansive development on vacant lots.

The topography of Old Town dictated how and where neighborhoods were developed. Main Street sits at the base of the V-shaped canyon with parallel terraces of residential streets extending through Old Town. During the Mining Boom Era most residential development occurred along Marsac, Park, Prospect, Daly, and Woodside Avenues. The homes were first built on the uphill side of the street and were very small, generally only consisting of one story and two rooms. Larger, more ornate homes were outliers during this time since wealthy miners chose to construct their homes in Salt Lake City. Larger structures were typically only used for civic, institutional, or industrial uses such as schools, churches, and mills. The demands of the local mines brought a large influx of people into Park City and residences needed to be built quickly to house the workforce, resulting in the historic development pattern of small, dense miner cottages.

Although some miners' cottages were small enough to fit on one lot, many Historic Structures were built across property lines on two or more adjacent lots and parcel ownership may include a combination of lots, as well as a combination of full and partial lots. Planning staff evaluated average parcel⁶ size for properties designated Significant

⁶ LMC [§ 15-15-1](#) defines "parcel" as an unplatted unit of land described by metes and bounds and designated by the County Recorder's Office with a unique tax identification number. In the context of GIS

and Landmark Historic Sites on Park City's Historic Sites Inventory within the Historic Residential Zoning Districts.⁷

Average Significant and Landmark Historic Sites

Zoning District	Parcel Acreage	Parcel Square Footage
Historic Residential Low – Density	0.13	5,737
Historic Residential – 1	0.09	3,866
Historic Residential – 2	0.10	4,530
Historic Residential Medium	0.08	3,561
Overall Average		4,424 [2.36 Old Town Lots]

Average parcel size for Single-Family Dwellings in Historic Residential Zoning Districts in general are shown below:

Non-Historic Single-Family Dwellings in Historic Districts

Zoning District	Parcel Acreage	Parcel Square Footage
Historic Residential Low – Density	0.12	3,839
Historic Residential – 1	0.14	5,908
Historic Residential – 2	0.09	5,096
Historic Residential Medium	0.06	2,638
Overall Average		4,370 [2.23 Old Town Lots]

The Planning Commission recommends establishing a maximum lot size in the Historic Residential Districts for compatible infill, outlined below.

Analysis

Draft Ordinance No. 2023-50 establishes a maximum lot size in the Historic Residential Districts:

analysis, “parcel” means ownership of property and may include single Old Town lots, ownership of multiple lots, and ownership of lots and portions of adjacent lots.

⁷ LMC [§ 15-11-10\(D\)](#)

- **Historic Residential Low – Density Zoning District**
 - Maximum lot size of 5,625 square feet, or three Old Town lots, for Single-Family Dwelling (the only residential use allowed)
 - Exempt Historic Sites that exceed the maximum lot size
- **Historic Residential Medium Zoning District**
 - Maximum lot sizes for Single-Family, Duplex, Triplex, and Fourplex Dwellings and Planning Commission discretion to establish a maximum lot size during Conditional Use Permit review
 - Exempt Historic Sites that exceed the maximum lot size
- **Historic Residential – 1 and Historic Residential – 2 Zoning Districts**
 - Maximum lot size of 3,750 square feet, or two Old Town lots, for Single-Family Dwellings and a maximum lot size of 7,500 square feet, or four Old Town lots, for Duplexes.
 - Exempt Historic Sites that exceed the maximum lot size

Historic Residential – 1 Purpose Section – The draft Ordinance also updates the purpose section for the HR-1 Zoning District (LMC [§ 15-2.2-1\(D\)](#)), which states the purpose is to encourage single family development on combinations of 25-foot by 75-foot historic lots. This language is removed in the draft Ordinance.

Unusual Lot Configurations – Parcels that have not yet been platted and do not conform to the maximum lot size may apply for a Variance pursuant to LMC [Section 15-10-8](#) with Board of Adjustment review. Structures constructed on un-platted Parcels that do not conform with the maximum lot size may continue as a Non-Complying Structure pursuant to LMC [Section 15-9-6](#).

Accessory Apartments – The Planning Commission considered a potential density bonus for lots that exceed the maximum lot size if an affordable Accessory Apartment was constructed but did not reach consensus. Some Planning Commissioners were concerned with incentivizing Accessory Apartments in the Historic Districts due to density and parking challenges. However, the Planning Commission recommends the City Council consider a comprehensive citywide program to incentivize more development of Accessory Apartments, especially in those neighborhoods with larger lots.

Department Review

The Planning Department and City Attorney's Office reviewed this report.

Exhibits

Exhibit A: Draft Ordinance No. 2023-50
Exhibit B: Public Input

ORDINANCE NO. 2023-50

**AN ORDINANCE AMENDING THE LAND MANAGEMENT CODE RESIDENTIAL
MAXIMUM LOT SIZE FOR THE HISTORIC RESIDENTIAL LOW – DENSITY,
HISTORIC RESIDENTIAL-1, HISTORIC RESIDENTIAL-2 ZONING, AND HISTORIC
RESIDENTIAL MEDIUM ZONING DISTRICTS**

WHEREAS, Park City has over 400 registered historic sites, two National Historic Districts, and six Historic Zoning Districts;

WHEREAS, Goal 15 in the Park City General Plan is to “[p]reseve the integrity, mass, scale, compatibility and historic fabric of the nationally and locally designated historic resources and districts for future generations;”

WHEREAS, the General Plan states “[w]hile the uses within these districts may evolve over time, the built environment of the local historic districts should stay true to its architectural roots, specifically relative to the integrity, mass, scale and historic fabric of the mining boom era (1872-1929);”

WHEREAS, Historically, lots in Park City’s Old Town were platted 25 feet in width and 75 feet in depth;

WHEREAS, to mitigate infill development on larger lots, the Land Management Code establishes Maximum Building Footprint regulations in the Historic Residential – 1, Historic Residential – 2, and Historic Residential Low – Density Zoning Districts that proportionally reduce the building footprint as lot size increases;

WHEREAS, the Land Management Code establishes minimum lot sizes but does not establish maximum lot sizes for residential Historic Districts;

WHEREAS, the Planning Commission requested Lot Combination land use regulations be prioritized for evaluation and updates;

WHEREAS, the Land Management Code implements the goals and policies of the General Plan in part to promote the health, safety, and welfare of the present and future inhabitants, to protect and enhance the vitality of the City's resort-based economy, and to protect or promote moderate income housing;

WHEREAS, on May 24, 2023, August 23, 2023, and September 27, 2023, the Planning Commission conducted a duly noticed public hearing;

WHEREAS, on September 27, 2023 the Planning Commission forwarded a positive recommendation for City Council's consideration;

WHEREAS, on October 26, 2023, the City Council conducted a duly noticed public hearing;

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

SECTION 1. AMEND MUNICIPAL CODE OF PARK CITY LAND MANAGEMENT

CODE TITLE 15. Municipal Code of Park City Title 15 Land Management Code

Sections 15-2.1-3 Historic Residential Low – Density Lot and Site Requirements, 15-2.1-4 Historic Residential Low – Density Existing Historic Buildings And/Or Structures, 15-2.2-1 Historic Residential – 1 Purpose, 15-2.2-3 Historic Residential – 1 Lot and Site Requirements, 15-2.2-4 Historic Residential – 1 Existing Historic Buildings And/Or Structures, 15-2.3-3 Historic Residential – 2 Lot and Site Requirements, 15-2.3-4

Historic Residential – 2 Existing Historic Buildings And/Or Structures, are amended as outlined in Attachment 1.

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

PASSED AND ADOPTED THIS 26th day of October 2023.

PARK CITY MUNICIPAL CORPORATION

Nann Worel, Mayor

Attest:

City Recorder

Approved as to form:

City Attorney's Office

Attachment 1

15-2.1-3 Lot And Site Requirements

Except as may otherwise be provided in this Code, no Building Permit shall be issued for a Lot unless such Lot has the Area, width, and depth as required, and Frontage on a Street shown as a private or Public Street on the Streets Master Plan, or on a private easement connecting the Lot to a Street shown on the Streets Master Plan.

All Development activity must comply with the following minimum Lot and Site requirements:

A. **LOT SIZE**. The minimum Lot Area is 3,750 square feet. The maximum Lot Area for a Single-Family Dwelling is 5,625 square feet.

B. **LOT WIDTH (HRL DISTRICT)**. The minimum width of a Lot is thirty-five feet (35'), measured fifteen feet (15') back from the Front Lot Line. In the case of unusual Lot configurations, Lot width measurements shall be determined by the Planning Director.

C. **BUILDING ENVELOPE (HRL DISTRICT)**. The Building Pad, Building Footprint, and height restrictions define the maximum Building Envelope in which all Development must occur, with exceptions as allowed by Section 15-2.1-3(D).

D. **BUILDING PAD (HRL DISTRICT)**. The Building Pad is the Lot Area minus required Front, Rear and Side Setback Areas.

1. The Building Footprint must be within the Building Pad. The remainder of the Building Pad must be open and free of any other Structure except:

a. Porches or decks, with or without roofs;

- b. At Grade patios;
- c. Upper level decks, with or without roofs;
- d. Bay Windows;
- e. Chimneys;
- f. Sidewalks, pathways, and steps;
- g. Screened hot tubs; and
- h. Landscaping.

2. Exceptions to the Building Pad Area, excluding Bay Windows, are not included in the Building Footprint calculations, and are subject to Planning Department approval based on a determination that the proposed exceptions result in a design that:

- a. provides increased architectural interest consistent with the Design Guidelines for Historic Districts and Historic Sites;
- b. maintains the intent of this section to provide horizontal and vertical Building articulation.

E. **BUILDING FOOTPRINT (HRL DISTRICT)**. The maximum Building Footprint of any Structure shall be located on a Lot, or combination of Lots, not exceeding 18,750 square feet in Lot Area, shall be calculated according to the following formula for Building Footprint. The maximum Building Footprint for any Structure located on a Lot or combination of Lots, exceeding 18,750 square feet in Lot Area, shall be 4,500 square feet; with an exemption allowance of 400 square feet per dwelling unit for garage floor area. A Conditional Use Permit is required for all Structures with a proposed footprint of greater than 3,500 square feet.

Accessory Buildings listed on the Park City Historic Sites Inventory that are not expanded, enlarged or incorporated into the Main Building, shall not count in the total Building Footprint of the Lot.

$$\text{MAXIMUM FP} = (A/2) \times 0.9^{A/1875}$$

Where FP = maximum Building Footprint and A = Lot Area.

Example: 3,750 sq. ft. Lot: $(3,750/2) \times 0.9^{(3750/1875)} = 1,875 \times 0.81 = 1,519$ sq. ft.

~~[See the following Table 15-2.1. for a schedule equivalent of this formula for common Lot Sizes.~~

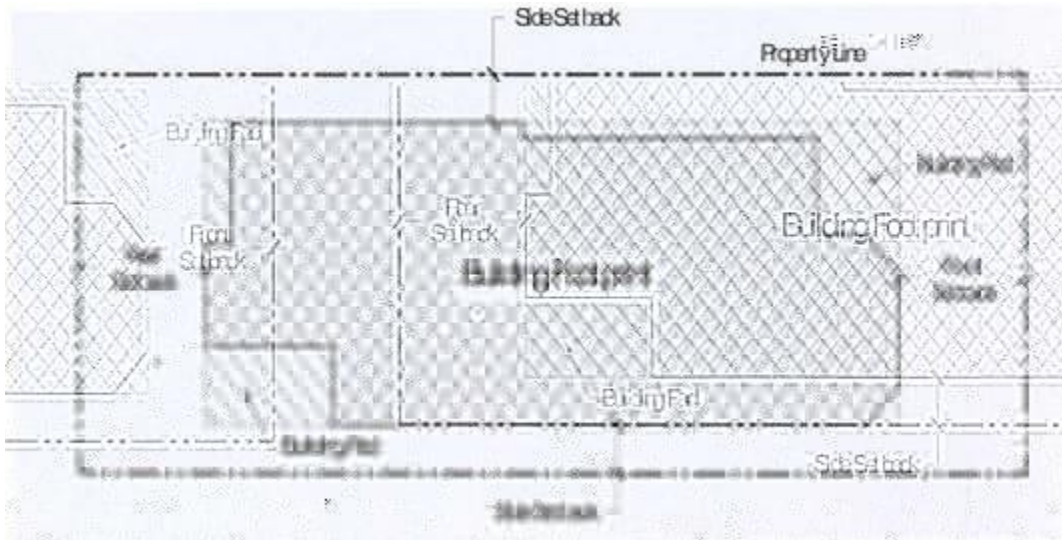
~~TABLE 15-2.1.~~

Lot Depth (ft.) **	Lot Width (ft.)	Lot Area Sq. Ft.	Max. Bldg. Footprint Sq. Ft.
75 ft.	37.5*	2,813	1,201
75 ft.	50.0	3,750	1,519
75 ft.	62.5	4,688	1,801
75 ft.	75.0	5,625	2,050
75 ft.	87.5	6,563	2,269
75 ft.	100.0	7,500	2,460
75 ft.	Greater than 100.0	Greater than 7,500	Per Formula

~~* for existing 25' wide lots, Use HR-1 standards.~~

~~** for lots > 75' in-depth use Footprint formula]~~

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61 F. **FRONT AND REAR SETBACKS.** Front and Rear Setbacks are as follows:

62 TABLE 15-2.1a

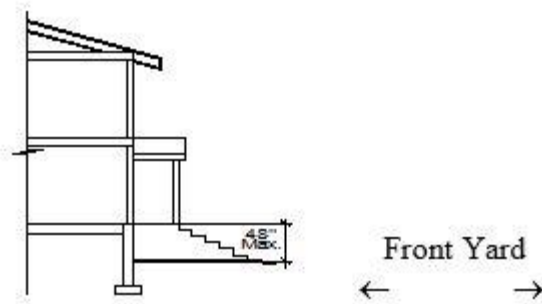
Lot Depth	Minimum Front/Rear Setback	Total of Setback
Up to 75 ft., inclusive	10 ft. each	20 ft.
From 75 ft. to 100 ft.	12 ft./13 ft. (or vice versa)	25 ft.
Over 100 ft.	15 ft. each	30 ft.

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64 G. **FRONT SETBACK EXCEPTIONS.** The Front Setback must be open and free of
 65 any Structure except:

- 66 1. Fences, walls, and retaining walls not more than four feet (4') in height, or
 67 as permitted in Section 15-4-2 Fences and Retaining Walls. On Corner
 68 Lots, Fences more than three feet (3') in height are prohibited within
 69 twenty-five feet (25') of the intersection, at back of curb.

2. Uncovered steps leading to the Main Building, provided the steps are not more than four feet (4') in height from Final Grade, not including any required handrail, and do not cause any danger or hazard to traffic by obstructing the view of the Street or intersection.

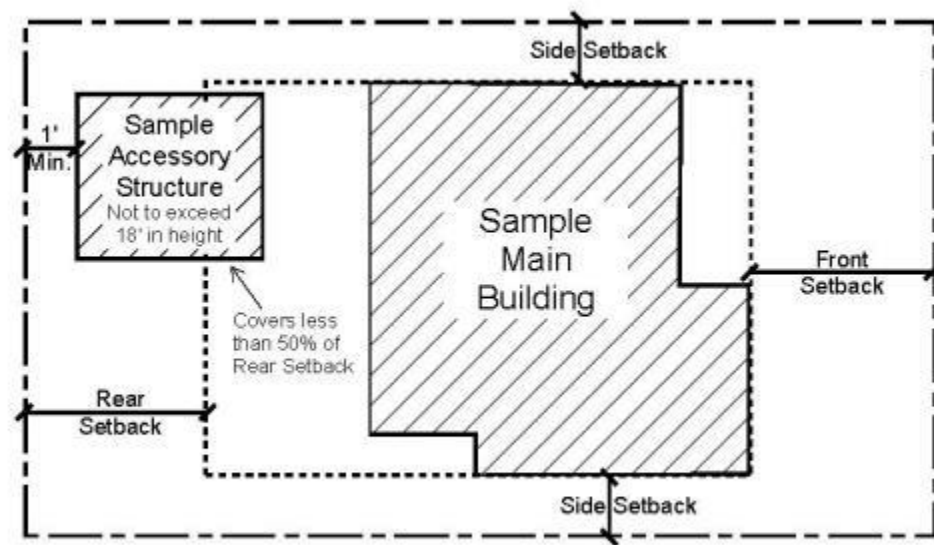


3. Decks, porches, or Bay Windows not more than ten feet (10') wide and projecting not more than three feet (3') into the Front Setback.
4. Roof overhangs, eaves, or cornices projecting not more than three feet (3') into the Front Setback.
5. Sidewalks and pathways.
6. Driveways leading to either a garage or an approved Parking Area. No portion of a Front Yard, except for driveways, allowed Parking Areas and sidewalks, may be Hard-Surfaced or graveled.

H. **REAR SETBACK EXCEPTIONS.** The Rear Setback must be open and free of any Structure except:

1. Bay Windows not more than ten feet (10') wide and projecting not more than two feet (2') into the Rear Setback.
2. Chimneys not more than five feet (5') wide and projecting not more than two feet (2') into the Rear Setback.

- 89 3. Window wells not exceeding the minimum International Residential Code
90 (IRC) or International Building Code (IBC) requirements for egress may
91 extend not more than four feet (4') into the Rear Setback. Should egress
92 requirements be met within the building pad, no Rear Setback exception is
93 permitted.
- 94 4. Roof overhangs or eaves projecting not more than two feet (2') into the
95 Rear Setback.
- 96 5. Window sills, belt courses, cornices, trim, exterior siding, or other
97 ornamental features projecting not more than six inches (6") beyond the
98 main Structure to which they are attached.
- 99 6. Detached Accessory Buildings not more than eighteen feet (18') in height,
100 and including any free-standing Solar Energy Systems, located a
101 minimum of five feet (5') behind the front facade of the Main Building, and
102 maintaining a minimum Rear Setback of one foot (1'). Such Structure must
103 not cover over fifty percent (50%) of the Rear Setback. See the following
104 illustration:



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7. A Hard-Surfaced Parking Area subject to the same location requirements as a Detached Accessory Building.
8. Mechanical equipment (which must be screened), hot tubs, or similar Structures located at least three feet (3') from the Rear Lot Line.
9. Fences, walls, and retaining walls as permitted in Section 15-4-2 Fences and Retaining Walls.
10. Patios, decks, pathways, steps, or similar Structures not more than thirty inches (30") above Final Grade, not including any required handrail, and located at least one foot (1') from the Rear Lot Line.
11. Pathways or Steps connecting to a City staircase or pathway.

12. One (1) Shared Driveway leading to either a garage or an approved Parking Area. See Section 15-2.1-7 Parking Regulations for additional requirements.

I. **SIDE SETBACKS**. Side Setbacks are as follows:

TABLE 15-2.1b

Lot Width (ft.) up to:	Minimum Side Setback	Total of Setback
37.5*	3 ft. each side	6 ft.
50.0	5 ft. each side	10 ft.
62.5	5 ft. minimum	14 ft.
75.0	5 ft. minimum	18 ft.
87.5	10 ft. minimum	24 ft.
100.0	10 ft. minimum	24 ft.
Greater than 100.0	10 ft. minimum	30 ft.

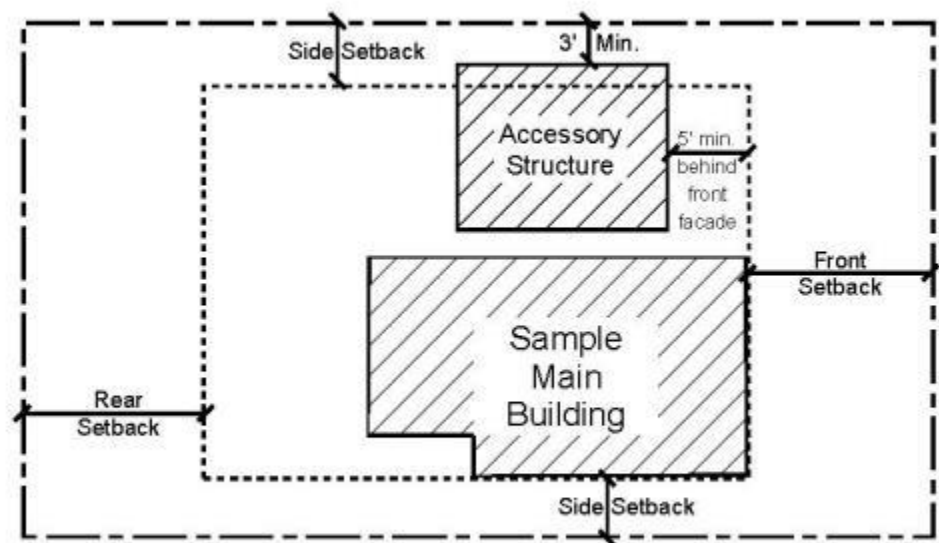
* for existing 25' wide lots, Use HR-1 standards.

On Corner Lots, the minimum Side Setback that faces a side Street or a platted Right-of-Way is five feet (5'). A three foot (3') Side Setback along the platted Right-of-Way may be approved by the City Engineer when the Lot Width is less than 37.5 feet; no Side Setback exceptions shall be utilized and the sight triangle shall be maintained when the Setback is three feet (3') along the Right-of-Way.

J. **SIDE SETBACK EXCEPTIONS**. The Side Setback must be open and free of any Structure except:

- 130 1. Bay Windows not more than ten feet (10') wide and projecting not more
131 than two feet (2') into the Side Setback.
- 132 2. Chimneys not more than five feet (5') wide and projecting not more than
133 two feet (2') into the Side Setback.
- 134 3. Window wells not exceeding the minimum International Residential Code
135 (IRC) or International Building Code (IBC) requirements for egress may
136 extend not more than four feet (4') into the Side Setback. Only permitted
137 on Lots with a minimum required Side Setback of five feet (5') or greater.
138 Should egress requirements be met within the building pad, this Side
139 Setback exception is not permitted.
- 140 4. Roof overhangs or eaves projecting not more than two feet (2') into the
141 Side Setback on Lots with a minimum required Side Setback of five feet
142 (5') or greater. A one foot (1') eave overhang is permitted on Lots with a
143 Side Setback less than five feet (5').
- 144 5. Window sills, belt courses, trim, exterior siding, cornices, or other
145 ornamental features projecting not more than six inches (6") beyond the
146 main Structure to which they are attached.
- 147 6. Patios, decks, pathways, steps, or similar Structures not more than thirty
148 inches (30") in height from Final Grade, not including any required
149 handrail.
- 150 7. Fences, walls or retaining walls, as permitted in Section 15-4-2 Fences
151 and Retaining Walls.

8. One (1) private or Shared Driveway leading to a garage or an approved Parking Area. See Section 15-2.1-7 Parking Regulations for additional requirements.
9. Pathways or steps connecting to a City staircase or pathway.
10. Detached Accessory Buildings, not more than eighteen feet (18') in height, and including any free-standing Solar Energy Systems, located a minimum of five feet (5') behind the front Facade of the Main Building, maintaining a minimum Side Setback of three feet (3'). See the following illustration:



11. Mechanical equipment (which must be screened), hot tubs, or similar Structures, located at least three feet (3') from the Side Lot Line.

K. **SNOW RELEASE.** Site plans and Building designs must resolve snow release issues to the satisfaction of the Chief Building Official.

L. **CLEAR VIEW OF INTERSECTION.** No visual obstruction in excess of two feet (2') in height above road Grade shall be placed on any Corner Lot within the Site Distance Triangle. A reasonable number of trees may be allowed, if pruned high enough to permit automobile drivers an unobstructed view. This provision must not require changes in the Natural Grade on the Site.

HISTORY

Adopted by Ord. [00-15](#) on 3/2/2000

Amended by Ord. [06-56](#) on 7/27/2006

Amended by Ord. [15-35](#) on 10/12/2015

Amended by Ord. [2018-27](#) on 5/31/2018

Amended by Ord. [2018-43](#) on 7/19/2018

Amended by Ord. [2020-42](#) on 9/17/2020

Amended by Ord. [2022-16](#) on 5/26/2022

15-2.1-4 Existing Historic Buildings And/or Structures

Significant and Landmark Historic Sites that exceed the maximum Lot Area, and

Historic Buildings and/or Structures that do not comply with Building Footprint, Building Height, Building Setbacks, Off-Street parking, and driveway location standards are valid Non-Complying Structures. Additions must comply with Building Setbacks, Building Footprint, driveway location standards and Building Height. Additions to Historic Buildings and/or Structures are exempt from Off-Street parking requirements provided the addition does not create a Lockout Unit or Accessory Apartment. All Conditional Uses proposed on the Site, excluding Development on a Steep Slope, shall comply with parking requirements of Chapter 15-3.

A. **EXCEPTION**. In order to achieve new construction consistent with the Design Guidelines for Historic Districts and Historic Sites, the Planning Commission may grant an exception to the Building Setback and driveway location standards for additions to Historic Buildings and/or Structures, including detached Garages:

1. Upon approval of a Conditional Use permit, and
2. When the scale of the addition and/or driveway is Compatible with the Historic Building and/or Structure, and
3. When the addition complies with all other provisions of this Chapter, and
4. When the addition complies with the adopted Building and Fire Codes, and
5. When the addition complies with the Design Guidelines for Historic Districts and Historic Sites.

HISTORY

Adopted by Ord. [00-15](#) on 3/2/2000

Amended by Ord. [2016-44](#) on 9/15/2016

Amended by Ord. [2020-42](#) on 9/17/2020

Amended by Ord. [2022-16](#) on 5/26/2022

15-2.2-1 Purpose

The purpose of the Historic Residential HR-I District is to:

- ~~A.~~ **A.** preserve present land Uses and character of the Historic residential Areas of Park City;
- ~~B.~~ **B.** encourage the preservation of Historic Buildings and/or Structures;

- 211 ~~C.~~ **C.** encourage construction of Historically Compatible Structures that contribute to
212 the character and scale of the Historic District and maintain existing residential
213 neighborhoods;
- 214 ~~D. [encourage single family Development on combinations of 25' x 75' Historic Lots;]~~
- 215 ~~E.~~ **D.** define Development parameters that are consistent with the General Plan
216 policies for the Historic core; and
- 217 ~~F.~~ **E.** establish Development review criteria for new Development on Steep Slopes
218 which mitigate impacts to mass and scale and the environment.

219 HISTORY

220 *Adopted by Ord. [00-15](#) on 3/2/2000*

221 *Amended by Ord. [09-14](#) on 4/9/2009*

222 *Amended by Ord. [2020-42](#) on 9/17/2020*

223 **15-2.2-3 Lot And Site Requirements**

224 Except as may otherwise be provided in this Code, no Building Permit shall be issued
225 for a Lot unless such Lot has the Area, width, and depth as required, and Frontage on a
226 Street shown as a private or Public Street on the Streets Master Plan, or on a private
227 easement connecting the Lot to a Street shown on the Streets Master Plan.

228

229 All Development activity must comply with the following minimum Lot and Site
230 requirements:

- 231 A. **LOT SIZE**. The minimum Lot Area is 1,875 square feet for a Single Family
232 Dwelling ~~and the maximum Lot Area is 3,750 square feet. The minimum Lot Area~~
233 ~~is [and]~~ 3,750 square feet for a Duplex ~~and the maximum Lot Area is 7,500~~

square feet. For properties platted as lots within the historic Park City Survey and originally platted as 25 foot wide 75 foot deep with a lot size of 1,875 square feet, the Planning Director may make a determination that the minimum Lot Size may be reduced up to 20 square feet if subsequent surveys find that the final lot dimensions are less than 25 feet by 75 feet. The Footprint shall be reduced in accordance with the Lot Size and no variation to setbacks will be allowed.

B. **LOT WIDTH.**

The minimum width of a Lot is twenty five feet (25'), measured fifteen feet (15') back from the Front Lot Line. In the case of unusual Lot configurations, Lot width measurements shall be determined by the Planning Director.

C. **BUILDING ENVELOPE (HR-1 DISTRICT).** The Building Pad, Building Footprint and height restrictions define the maximum Building envelope within which all Development must occur, with exceptions as allowed by Section 15-2.2-3.

D. **BUILDING PAD (HR-1 DISTRICT).** The Building Pad is the Lot Area minus required Front, Rear, and Side Setback Areas.

1. The Building Footprint must be within the Building Pad. The Building Pad must be open and free of any other Structure except:

- a. Porches or decks with or without roofs;
- b. At Grade patios;
- c. Upper level decks, with or without roofs;
- d. Bay Windows;
- e. Chimneys;
- f. Sidewalks, pathways, and steps;

g. Screened hot tubs; and

h. Landscaping.

2. Exceptions to the Building Pad Area, excluding Bay Windows, are not included in the Building Footprint calculations, and are subject to Planning Director approval based on a determination that the proposed exceptions result in a design that:

a. provides increased architectural interest consistent with the Design Guidelines for Historic Districts and Historic Sites;

b. maintains the intent of this section to provide horizontal and vertical Building articulation.

E. **BUILDING FOOTPRINT (HR-1 DISTRICT)**. The maximum Building Footprint of any Structure located on a Lot or combination of Lots, not exceeding 18,750 square feet in Lot Area, shall be calculated according to the following formula for Building Footprint. The maximum Building Footprint for any Structure located on a Lot or combination of Lots, exceeding 18,750 square feet in Lot Area, shall be 4,500 square feet; with an exemption allowance of 400 square feet, per Dwelling Unit, for garage floor area. A Conditional Use permit is required for all Structures with a proposed footprint of greater than 3,500 square feet.

Accessory Buildings listed on the Park City Historic Sites Inventory that are not expanded, enlarged or incorporated into the Main Building, shall not count in the total Building Footprint of the Lot.

MAXIMUM FP = $(A/2) \times 0.9^{A/1875}$

Where FP = maximum Building Footprint and A= Lot Area.

Example: 3,750 sq. ft. lot: $(3,750/2) \times 0.9^{(3750/1875)} = 1,875 \times 0.81 = 1,519$ sq. ft.

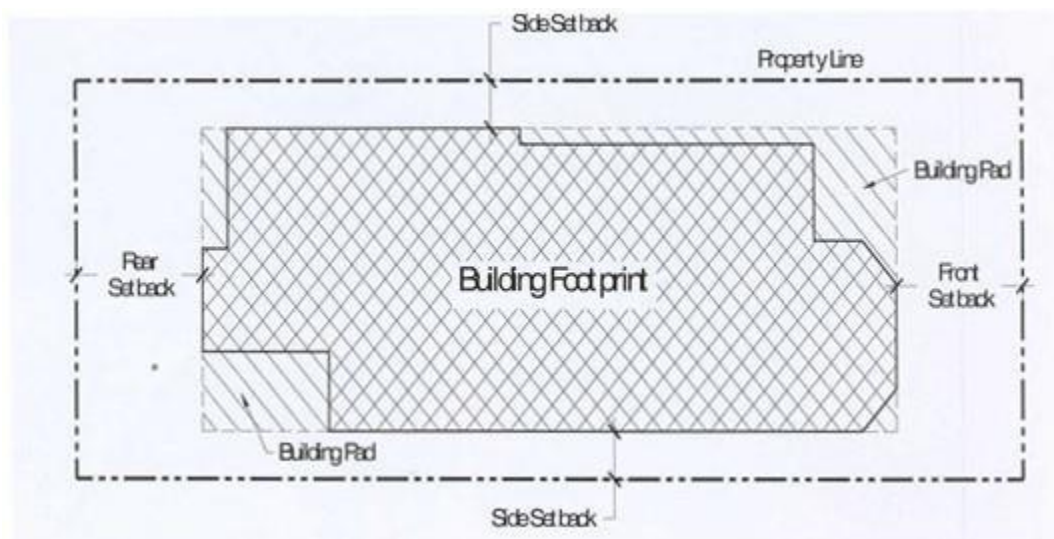
~~[See the following Table 15-2.2. for a schedule equivalent of this formula for common Lot Sizes.~~

~~TABLE 15-2.2~~

Lot Depth (ft.)	Lot Width (ft.)	Lot Area Sq. Ft.	Max. Bldg. Footprint Sq. Ft.
75 ft.	25.0	1,875	844
75 ft.	37.5	2,813	1,201
75 ft.	50.0	3,750	1,519
75 ft.	62.5	4,688	1,801
75 ft.	75.0	5,625	2,050
75 ft.	87.5	6,563	2,269
75 ft.	100.0	7,500	2,460
75 ft.	Greater than 100.0	Greater than 75 ft.	Per Formula

~~* For Lots > 75' in depth use footprint formula.]~~

287



288

289 F. **FRONT AND REAR SETBACKS**. Front and Rear Setbacks are as follows:

290 TABLE 15-2.2a

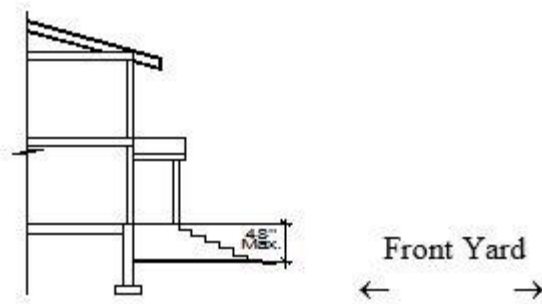
Lot Depth	Minimum Front/Rear Setback	Total of Setbacks
Up to 75 ft., inclusive	10 ft. each	20 ft.
From 75 ft. to 100 ft.	12 ft./13 ft. (or vice versa)	25 ft.
Over 100 ft.	15 ft. each	30 ft.

291

292 G. **FRONT SETBACK EXCEPTIONS**. The Front Setback must be open and free of
 293 any Structure except:

- 294 1. Fences, walls, and retaining walls not more than four feet (4') in height, or
 295 as permitted in Section 15-4-2, Fences and Retaining Walls. On Corner
 296 Lots, Fences more than three feet (3') in height are prohibited within
 297 twenty-five feet (25') of the intersection, at back of curb.

2. Uncovered steps leading to the Main Building; provided the steps are not more than four feet (4') in height from Final Grade, not including any required handrail, and do not cause any danger or hazard to traffic by obstructing the view of the Street or intersection.



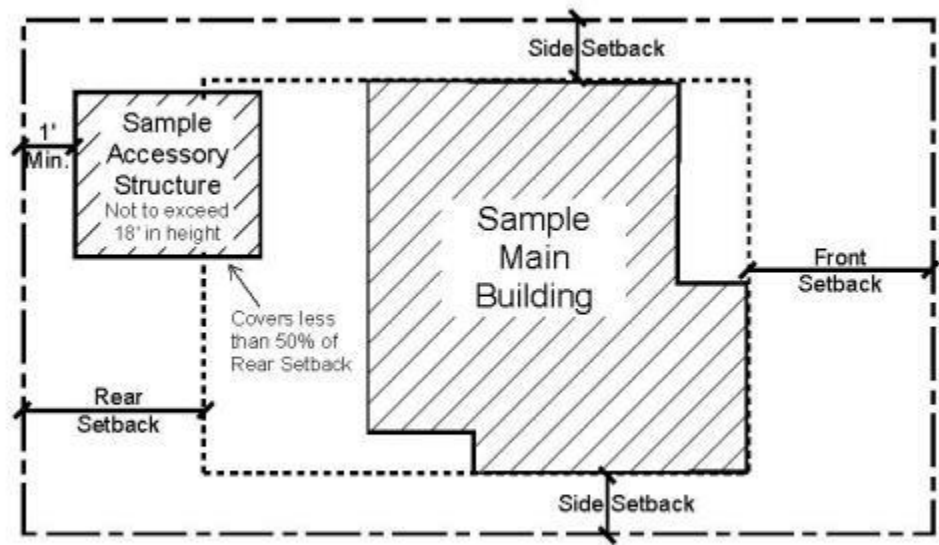
3. Decks, porches, or Bay Windows not more than ten feet (10') wide and projecting not more than three feet (3') into the Front Setback.
4. Roof overhangs, eaves or cornices projecting not more than three feet (3') into the Front Setback.
5. Sidewalks and pathways.
6. Driveways leading to a Garage or approved Parking Area. No portion of a Front Yard, except for patios, driveways, allowed Parking Areas and sidewalks, may be Hard-Surfaced or graveled.

H. **REAR SETBACK EXCEPTIONS.** The Rear Setback must be open and free of any Structure except:

1. Bay Windows not more than ten feet (10') wide and projecting not more than two feet (2') into the Rear Setback.
2. Chimneys not more than five feet (5') wide and projecting not more than two feet (2') into the Rear Setback.

- 317 3. Window wells not exceeding the minimum International Residential Code
318 (IRC) or International Building Code (IBC) requirements for egress may
319 extend not more than four feet (4') into the Rear Setback. Should egress
320 requirements be met within the building pad, no Rear Setback exception is
321 permitted.
- 322 4. Roof overhangs or eaves projecting not more than two feet (2') into the
323 Rear Setback.
- 324 5. Window sills, belt courses, cornices, trim, exterior siding, or other
325 ornamental features projecting not more than six inches (6") beyond the
326 main Structure to which they are attached.
- 327 6. Detached Accessory Buildings, not more than eighteen feet (18') in height,
328 and including any free-standing Solar Energy Systems, located a
329 minimum of five feet (5') behind the front facade of the Main Building, and
330 maintaining a minimum Rear Setback of one foot (1'). Such Structure must
331 not cover over fifty percent (50%) of the Rear Setback. See the following

332 illustration:



- 333
- 334 7. A Hard-Surfaced Parking Area subject to the same location requirements
- 335 as a Detached Accessory Building.
- 336 8. Mechanical equipment (which must be screened), hot tubs, or similar
- 337 Structures located at least three feet (3') from the Rear Lot Line.
- 338 9. Fences, walls, and retaining walls as permitted in Section 15-4-2, Fences
- 339 and Retaining Walls.
- 340 10. Patios, decks, pathways, steps, or similar Structures not more than thirty
- 341 inches (30") above Final Grade, not including any required handrail, and
- 342 located at least one foot (1') from the Rear Lot Line.
- 343 11. Pathways or steps connecting to a City staircase or pathway.
- 344 12. One (1) Shared Driveway leading to a garage or approved Parking Area.
- 345 See Section 15-2.2-8 Parking Regulations for additional requirements.

I. **SIDE SETBACKS.** Side Setbacks are as follows:

TABLE 15-2.2b

Lot Width (ft.) up to:	Minimum Side Setback	Total of Setbacks
25.0	3 ft. each	6 ft.
37.5	3 ft. each	6 ft.
50.0	5 ft. each	10 ft.
62.5	5 ft. minimum	14 ft.
75.0	5 ft. minimum	18 ft.
87.5	10 ft. minimum	24 ft.
100.0	10 ft. minimum	24 ft.
Greater than 100.0	10 ft. minimum	30 ft.

1. On Corner Lots, the minimum Side Setback that faces a side Street or platted Right-of-Way is five feet (5'). A three foot (3') Side Setback along the platted Right-of-Way may be approved by the City Engineer when the Lot Width is less than 37.5 feet; no Side Setback exceptions shall be utilized and the sight triangle shall be maintained when the Setback is three feet (3') along the Right-of-Way.
2. A Side Setback between connected Structures is not required where Structures are designed with a common wall on a Property Line, each Structure is located on an individual Lot, the Lots are burdened with a party wall agreement in a form approved by the City Attorney and Chief

Building Official, all applicable Building and Fire Code requirements are met, and the Use is an Allowed or Conditional Use in the Zoning District.

a. Exterior Side Setbacks shall be based on the required minimum Side Setback for each Lot; however the Planning Commission may consider increasing exterior Side Setbacks during Conditional Use Permit review to mitigate potential impacts on adjacent Property. Side Setback exceptions continue to apply.

b. Building Footprint shall be based on the total lot Area of the underlying Lots. The Planning Commission may consider decreasing Building Footprint during Conditional Use Permit review to mitigate potential impacts on adjacent Property.

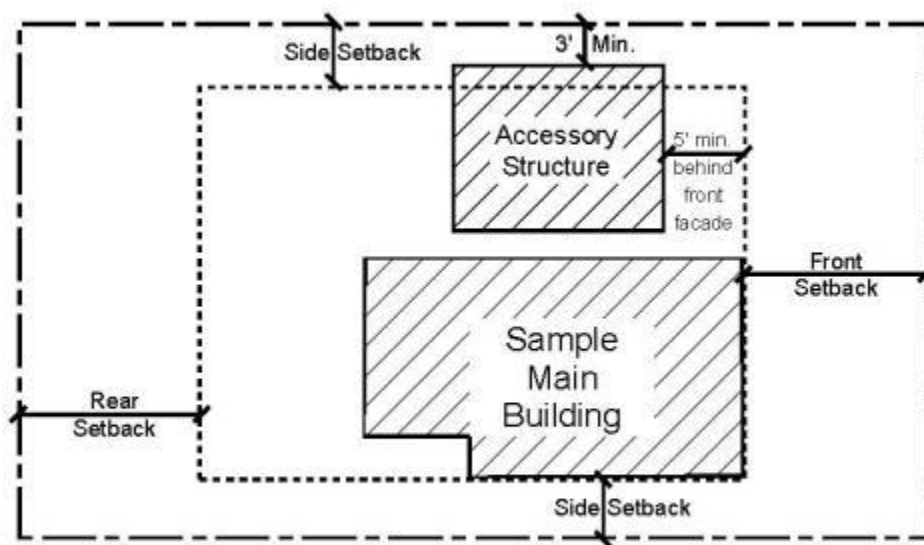
J. **SIDE SETBACK EXCEPTIONS.** The Side Setback must be open and free of any Structure except:

1. Bay Windows not more than ten feet (10') wide, and projecting not more than two feet (2') into the Side Setback. Only permitted on Lots with a minimum required Side Setback of five feet (5') or greater.
2. Chimneys not more than five feet (5') wide projecting not more than two feet (2') into the Side Setback. Only permitted on Lots with a minimum required Side Setback of five feet (5') or greater.
3. Window wells not exceeding the minimum International Residential Code (IRC) or International Building Code (IBC) requirements for egress may extend not more than four feet (4') into the Side Setback. Only permitted on Lots with a minimum required Side Setback of five feet (5') or greater.

Should egress requirements be met within the building pad, no Side Setback exception is permitted.

4. Roof overhangs or eaves projecting not more than two feet (2') into the Side Setback on Lots with a minimum required Side Setback of five feet (5') or greater. A one foot (1') roof or eave overhang is permitted on Lots with a Side Setback of less than five feet (5').
5. Window sills, belt courses, trim, cornices, exterior siding, or other ornamental features projecting not more than six inches (6") beyond the main Structure to which they are attached.
6. Patios, decks, pathways, steps, or similar Structures not more than thirty inches (30") in height above Final Grade, not including any required handrails.
7. Fences, walls, and retaining walls as permitted in Section 15-4-2, Fences and Retaining Walls.
8. One (1) private or Shared Driveway leading to a garage or approved Parking Area. See Section 15-2.2-8 Parking Regulations for additional requirements.
9. Pathways or steps connecting to a City staircase or pathway.
10. Detached Accessory Buildings, not more than eighteen feet (18') in height, and including any free-standing Solar Energy Systems, located a minimum of five feet (5') behind the Front facade of the Main Building, maintaining a minimum Side Setback of three feet (3'). See the following

404 illustration:



- 405
- 406 11. Mechanical equipment (which must be screened), hot tubs, or similar
- 407 Structures located at least three feet (3') from the Side Lot Line.
- 408 K. **SNOW RELEASE**. Site plans and Building designs must resolve snow release
- 409 issues to the satisfaction of the Chief Building Official.
- 410 L. **CLEAR VIEW OF INTERSECTION**. No visual obstruction in excess of two feet
- 411 (2') in height above road Grade shall be placed on any Corner Lot within the Site
- 412 Distance Triangle. A reasonable number of trees may be allowed, if pruned high
- 413 enough to permit automobile drivers an unobstructed view. This provision must
- 414 not require changes in the Natural Grade on the Site.

415 HISTORY

416 Adopted by Ord. [00-15](#) on 3/2/2000

417 Amended by Ord. [06-56](#) on 7/27/2006

418 Amended by Ord. [09-10](#) on 3/5/2009
419 Amended by Ord. [15-35](#) on 10/12/2015
420 Amended by Ord. [2016-44](#) on 9/15/2016
421 Amended by Ord. [2018-27](#) on 5/31/2018
422 Amended by Ord. [2018-43](#) on 7/19/2018
423 Amended by Ord. [2019-07](#) on 1/29/2019
424 Amended by Ord. [2020-42](#) on 9/17/2020
425 Amended by Ord. [2022-16](#) on 5/26/2022

426 **15-2.2-4 Existing Historic Buildings And/or Structures**

427 Significant and Landmark Historic Sites that exceed the maximum Lot Area, and
428 Historic Buildings and/or Structures that do not comply with Building Footprint, Building
429 Height, Building Setbacks, Off-Street parking, and driveway location standards are valid
430 Non-Complying Structures. Additions must comply with Building Setbacks, Building
431 Footprint, driveway location standards and Building Height. Additions to Historic
432 Buildings and/or Structures are exempt from Off-Street parking requirements provided
433 the addition does not create a Lockout Unit or Accessory Apartment. All Conditional
434 Uses proposed on the Site, excluding Development on a Steep Slope, shall comply with
435 parking requirements of Chapter 15-3.

436 A. **EXCEPTION**. In order to achieve new construction consistent with the Design
437 Guidelines for Historic Districts and Historic Sites, the Planning Commission may
438 grant an exception to the Building Setback and driveway location standards for
439 additions to Historic Buildings and/or Structures, including detached Garages:

440

1. Upon approval of a Conditional Use permit, and
2. When the scale of the addition and/or driveway is Compatible with the Historic Building and/or Structure, and
3. When the addition complies with all other provisions of this Chapter, and
4. When the addition complies with the adopted Building and Fire Codes, and
5. When the addition complies with the Design Guidelines for Historic Districts and Historic Sites.

HISTORY

Adopted by Ord. [00-15](#) on 3/2/2000

Amended by Ord. [06-56](#) on 7/27/2006

Amended by Ord. [07-25](#) on 4/19/2007

Amended by Ord. [2016-44](#) on 9/15/2016

Amended by Ord. [2020-42](#) on 9/17/2020

Amended by Ord. [2022-16](#) on 5/26/2022

15-2.3-3 Lot And Site Requirements

Except as may otherwise be provided in this Code, no Building Permit shall be issued for a Lot unless such Lot has Area, width, and depth as required, and Frontage on a private or Public Street shown on the Streets Master Plan, or on a private easement connecting the Lot to a Street shown on the Streets Master Plan.

All Development activity must comply with the following minimum Lot and Site requirements:

- A. **LOT SIZE.** The minimum Lot Area is 1,875 square feet for a Single Family Dwelling and the maximum Lot Area is 3,750 square feet. The minimum Lot Area is [and] 3,750 square feet for a Duplex Dwelling and the maximum Lot Area is 7,500 square feet. For properties platted as lots within the historic Park City Survey and originally platted as 25 feet wide by 75 feet deep with a lot size of 1,875 square feet, the Planning Director may make a determination that the minimum Lot Size may be reduced up to 20 square feet if subsequent surveys find that the final lot dimensions are less than 25 feet by 75 feet. The Footprint shall be reduced in accordance with the Lot Size and no variation to setbacks will be allowed. The Minimum Lot Area for all other Uses shall be determined by the Planning Commission during the Conditional Use or Master Planned Development review process.
- B. **LOT WIDTH.** The minimum width of a Lot is twenty five feet (25'), measured fifteen feet (15') back from the Front Lot Line. In the case of unusual Lot configurations, Lot width measurements shall be determined by the Planning Director.
- C. **BUILDING ENVELOPE (HR-2 DISTRICT).** The Building Pad, Building Footprint and height restrictions define the maximum Building Envelope within which all Development must occur with exceptions as allowed in Section 15-2.3-4.
- D. **BUILDING PAD (HR-2 DISTRICT).** The Building Pad is the Lot Area minus required Front, Rear, and Side Setback Areas.
1. The Building Footprint must be within the Building Pad. The remainder of the Building Pad must be open and free of any Structure except:

- a. Porches or decks, with or without roofs;
- b. At Grade patios;
- c. Upper level decks, with or without roofs;
- d. Bay Windows;
- e. Chimneys;
- f. Sidewalks, pathways, and steps;
- g. Screened hot tubs; and
- h. Landscaping.

2. Exceptions to the Building Pad Area, excluding Bay Windows, are not included in the Building Footprint calculations, and are subject to Planning Director approval based on a determination that the proposed exceptions result in a design that:

- a. provides increased architectural interest consistent with the Design Guidelines for Historic Districts and Historic Sites; and
- b. maintains the intent of this section to provide horizontal and vertical Building articulation.

E. BUILDING FOOTPRINT (HR-2 DISTRICT).

1. The maximum Building Footprint for any Structure located on a Lot, or combination of Lots, not exceeding 18,750 square feet in Lot Area, shall be calculated according to the following formula for Building Footprint. The maximum Building Footprint for any Structure located on a Lot or combination of Lots, exceeding 18,750 square feet in Lot Area, shall be 4,500 square feet; with an exemption allowance of 400 square feet per

Dwelling Unit for garage floor area. A Conditional Use permit is required for all Structures with a proposed footprint greater than 3,500 square feet.

Accessory Buildings listed on the Park City Historic Sites Inventory that are not expanded, enlarged or incorporated into the Main Building, shall not count in the total Building Footprint of the Lot.

2. See Section 15-6-5 for maximum allowed Building footprint for Master Planned Developments within the HR-2 District.

MAXIMUM FP = (A/2) x 0.9^{A/1875}

Where FP = maximum Building Footprint and A= Lot Area.

Example: 3,750 sq. ft. lot: (3,750/2) x 0.9^(3750/1875) = 1,875 x 0.81 = 1,519 sq. ft.

~~[See the following Table 15-2.3 for a schedule equivalent of this formula for common Lot Sizes.]~~

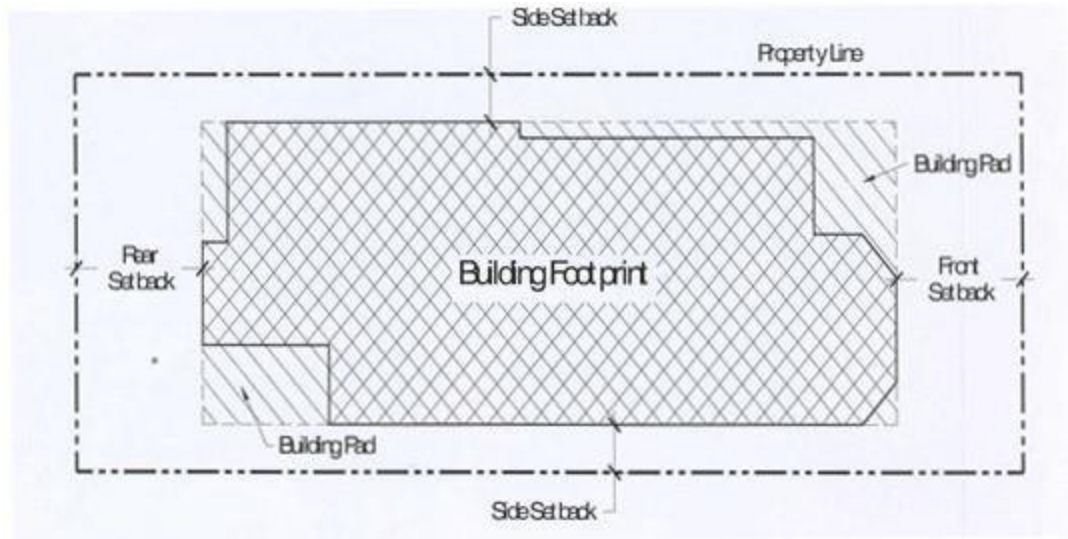
~~TABLE 15-2.3.~~

~~*For Lots > 75' in depth use footprint formula.~~

Lot Depth (ft.)*	Lot Width (ft.)	Lot Area Sq. ft.	Max. Bldg. Footprint
75 ft.	25.0	1,875	844
75 ft.	37.5	2,813	1,201
75 ft.	50.0	3,750	1,519

75 ft.	62.5	4,688	1,801
75 ft.	75.0	5,625	2,050
75 ft.	87.5	6,563	2,270
75 ft.	100.0	7,500	2,460
75 ft.	Greater than 100.0	Greater than 7,500 ft.	Per formula

527]



528

529 TABLE 15-2.3.a

Lot Depth	Min. Front/Rear Setback	Total of Setbacks
Up to 75 ft., inclusive	10 ft.	20 ft.
From 75 ft. to 100 ft.	12 ft.	25 ft.
Over 100 ft.	15 ft.	30 ft.

530

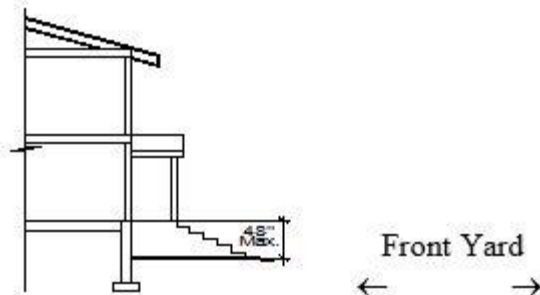
F. **FRONT AND REAR SETBACKS.** Front and Rear Setbacks are as follows:

TABLE 15-2.3a

Lot Depth	Min. Front/Rear Setback	Total of Setbacks
Up to 75 ft., inclusive	10 ft. each	20 ft.
From 75 ft. to 100 ft.	12 ft./13 ft. (or vice versa)	25 ft.
Over 100 ft.	15 ft. each	30 ft.

G. **FRONT SETBACK EXCEPTIONS.** The Front Setback must be open and free of any Structure except:

1. Fences, walls, and retaining walls not more than four feet (4') in height or as permitted in Section 15-4-2, Fences and Retaining Walls. On Corner Lots, Fences more than three feet (3') in height are prohibited within twenty-five feet (25') of the intersection, at the back of curb.
2. Uncovered steps leading to the Main Building; provided, the steps are not more than four feet (4') in height from Final Grade, not including any required handrail, and do not cause any danger or hazard to traffic by obstructing the view of the Street or intersection.

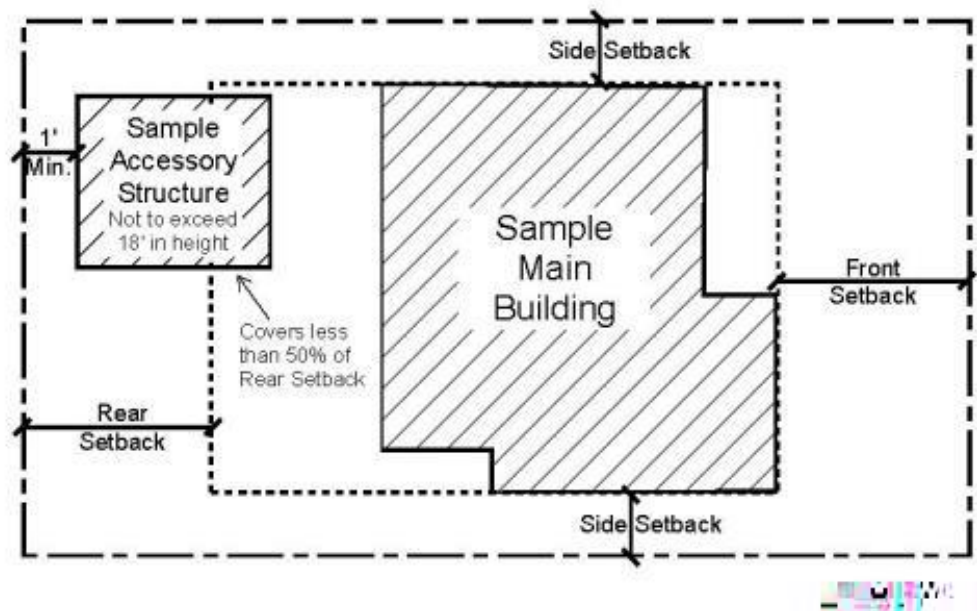


3. Decks, porches, or Bay Windows not more than ten feet (10') wide and projecting not more than three feet (3') into the Front Setback.
4. Roof overhangs, eaves or cornices projecting not more than three feet (3') into the Front Setback.
5. Sidewalks and pathways.
6. Driveways leading to a Garage or approved Parking Area. No portion of a Front Yard except for driveways, allowed Parking Areas and sidewalks, may be Hard-Surfaced or graveled.
7. Single car detached Garages approved as part of a Master Planned Development in Subzone A.

H. **REAR SETBACK EXCEPTIONS.** The Rear Setback must be open and free of any Structure except:

1. Bay Windows not more than ten feet (10') wide, and projecting not more than two feet (2') into the Rear Setback.
2. Chimneys not more than five feet (5') wide and projecting not more than two feet (2') into the Rear Setback.
3. Window wells not exceeding the minimum International Residential Code (IRC) or International Building Code (IBC) requirements for egress may extend not more than four feet (4') into the Rear Setback. Should egress requirements be met within the building pad, no rear Setback exception is permitted.
4. Roof overhangs or eaves projecting not more than two feet (2') into the Rear Setback.

- 568 5. Window sills, belt courses, cornices, trim, exterior siding, or other
569 ornamental features projecting not more than six inches (6") beyond the
570 main Structure to which they are attached.
- 571 6. Detached Accessory Buildings not more than eighteen feet (18') in height,
572 and including any free-standing Solar Energy Systems, located a
573 minimum of five feet (5') behind the front facade of the Main Building, and
574 maintaining a minimum Rear Setback of one foot (1'). Such Structure must
575 not cover over fifty percent (50%) of the Rear Setback. See the following
576 illustration:



- 577
- 578 7. A Hard-Surfaced Parking Area subject to the same location requirements
579 as a detached Accessory Building.
- 580 8. Mechanical equipment (which must be screened), hot tubs, or similar
581 Structures located at least three feet (3') from the Rear Lot Line.

9. Fences, walls, and retaining walls as permitted in Section 15-4-2 Fences and Retaining Walls.

10. Patios, decks, steps, pathways, or similar Structures not more than thirty inches (30") above Final Grade, not including any required handrail, and located at least one foot (1') from the Rear Lot Line.

11. Pathways or steps connecting to a City staircase or pathway.

12. One (1) Shared Driveway leading to a garage or approved Parking Area.

See Section 15-2.3-12 Parking Regulations for additional requirements.

I. **SIDE SETBACKS**. The Side Setbacks are as follows:

TABLE 15-2.3b

Lot Width (ft.) up to:	Minimum Side Setback	Total of Setbacks
25.0	3 ft. each	6 ft.
37.5	3 ft. each	6 ft.
50.0	5 ft. each	10 ft.
62.5	5 ft.	14 ft.
75.0	5 ft.	18 ft.
87.5	10 ft.	24 ft.
100.0	10 ft.	24 ft.
Greater than 100.0	10 ft.	30 ft.

1. On Corner Lots, the minimum Side Setback that faces a side Street or platted Right-of-Way is five feet (5'). A three foot (3') Side Setback along

the platted Right-of-Way may be approved by the City Engineer when the Lot Width is less than 37.5 feet; no Side Setback exceptions shall be utilized and the sight triangle shall be maintained when the Setback is three feet (3') along the Right-of-Way.

2. A Side Setback between connected Structures is not required where Structures are designed with a common wall on a Property Line, each Structure is located on an individual Lot, the Lots are burdened with a party wall agreement in a form approved by the City Attorney and Chief Building Official, all applicable Building and Fire Code requirements are met, and the Use is an Allowed or Conditional Use in the Zoning District.

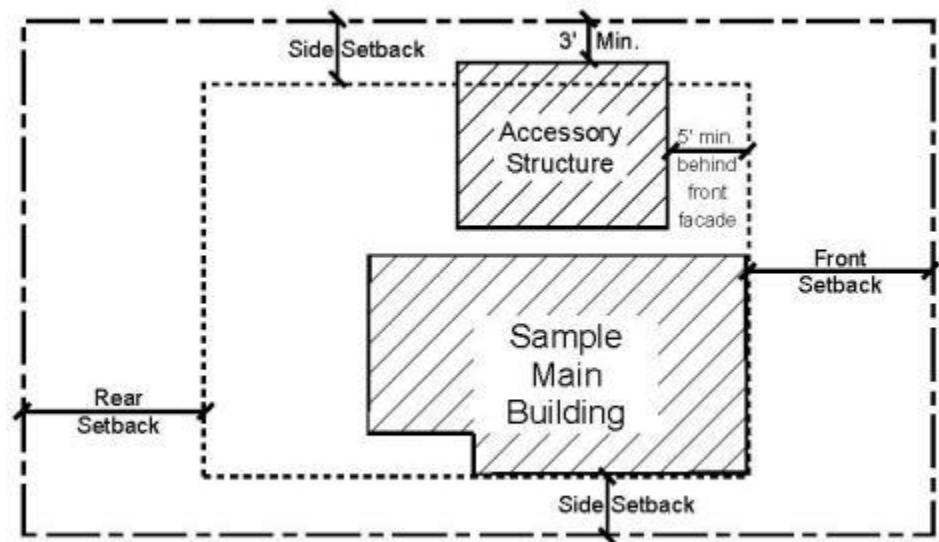
a. Exterior Side Setbacks shall be based on the required minimum Side Setback for each Lot; however the Planning Commission may consider increasing exterior Side Setbacks during Conditional Use Permit review to mitigate potential impacts on adjacent Property. Side Setback exceptions continue to apply.

b. Building Footprint shall be based on the total lot Area of the underlying Lots. The Planning Commission may consider decreasing Building Footprint during Conditional Use Permit review to mitigate potential impacts on adjacent Property.

J. **SIDE SETBACK EXCEPTIONS.** The Side Setback must be open and free of any Structure except:

- 616 1. Bay Windows not more than ten feet (10') wide, and projecting not more
617 than two feet (2') into the Side Setback. Only permitted on Lots with a
618 minimum required Side Setback of five feet (5') or greater.
- 619 2. Chimneys not more than five feet (5') wide and projecting not more than
620 two feet (2') into the Side Setback. Only permitted on Lots with a minimum
621 required Side Setback of five feet (5') or greater.
- 622 3. Window wells not exceeding the minimum International Residential Code
623 (IRC) or International Building Code (IBC) requirements for egress may
624 extend not more than four feet (4') into the Side Setback. Only permitted
625 on Lots with a minimum required Side Setback of five feet (5') or greater.
626 Should egress requirements be met within the building pad, no Rear
627 Setback exception is permitted.
- 628 4. Roof overhangs or eaves projecting not more than two feet (2') into the
629 Side Setback on Lots with a minimum required Side Setback of five feet
630 (5') or greater. A one foot (1') roof or eave overhang is permitted on Lots
631 with a Side Setback of less than five feet (5').
- 632 5. Window sills, belt courses, trim, cornices, exterior siding, or other
633 ornamental features projecting not more than six inches (6") beyond the
634 main Structure to which they are attached.
- 635 6. Patios, decks, pathways, steps, or similar Structures not more than thirty
636 inches (30") in height from Final Grade, not including any required
637 handrail.

7. Fences, walls, and retaining walls as permitted in Section 15-4-2 Fences and Retaining Walls.
8. One (1) private or Shared Driveway leading to a garage or approved Parking Area. See Section 15-2.3-12 Parking Regulations for additional requirements.
9. Pathway or steps connecting to a City staircase or pathway.
10. Detached Accessory Buildings, not more than eighteen feet (18') in height, including any free-standing Solar Energy Systems, located a minimum of five feet (5') behind the front facade of the Main Building, maintaining a minimum Side Setback of three feet (3'). See the following illustration:



11. Mechanical equipment (which must be screened), hot tubs, or similar Structures located at least three feet (3') from the Side Lot Line.

K. **SNOW RELEASE**. Site plans and Building designs must resolve snow release issues to the satisfaction of the Chief Building Official.

L. **CLEAR VIEW OF INTERSECTION**. No visual obstruction in excess of two feet (2') in height above Road Grade shall be placed on any Corner Lot within the Site Distance Triangle. A reasonable number of trees may be allowed, if pruned high enough to permit automobile drivers an unobstructed view. This provision must not require changes in the Natural Grade on the Site.

M. **MASTER PLANNED DEVELOPMENTS**. The Planning Commission may increase or decrease Setbacks in Master Planned Developments in accordance with Section 15-6-5; however the above Grade spacing between houses shall be consistent with the spacing that would result from required Setbacks of the Zone and shall be Compatible with the Historic character of the surrounding residential neighborhood. The Planning Commission may increase or decrease Maximum Building Footprint in Master Planned Developments in accordance with Section 15-6-5.

HISTORY

Adopted by Ord. [00-51](#) on 9/21/2000

Amended by Ord. [06-56](#) on 7/27/2006

Amended by Ord. [09-10](#) on 3/5/2009

Amended by Ord. [10-14](#) on 4/15/2010

Amended by Ord. [15-35](#) on 10/12/2015

Amended by Ord. [2016-44](#) on 9/15/2016

Amended by Ord. [2018-27](#) on 5/31/2018

674 Amended by Ord. [2018-43](#) on 7/19/2018

675 Amended by Ord. [2019-07](#) on 1/29/2019

676 Amended by Ord. [2020-42](#) on 9/17/2020

677 **15-2.3-4 Existing Historic Buildings And/or Structures**

678 **Significant and Landmark Historic Sites that exceed the maximum Lot Area, and**

679 Historic Buildings and/or Structures that do not comply with Building Footprint, Building
680 Height, Building Setbacks, Off-Street parking, and driveway location standards are valid
681 Non-Complying Structures. Additions must comply with Building Setbacks, Building
682 Footprint, driveway location standards and Building Height. Additions to Historic
683 Building and/or Structures are exempt from Off-Street parking requirements provided
684 the addition does not create a Lockout Unit or Accessory Apartment. All Conditional
685 Uses proposed on the Site, excluding Development on a Steep Slope, shall comply with
686 parking requirements of Chapter 15-3.

687 A. **EXCEPTION.** In order to achieve new construction consistent with the Design
688 Guidelines for Historic Districts and Historic Sites, the Planning Commission may
689 grant an exception to the Building Setbacks and driveway location standards for
690 additions to Historic Buildings and/or Structures, including detached single car
691 Garages:

- 692 1. Upon approval of a Conditional Use permit, and
- 693 2. When the scale of the addition, and/or driveway is Compatible with the
694 Historic Building and/or Structure, and
- 695 3. When the addition complies with all other provisions of this Chapter, and

- 696 4. When the addition complies with the adopted Building and Fire Codes;
697 and
698 5. When the addition complies with the Design Guidelines for Historic
699 Districts and Sites.

700 HISTORY

701 *Adopted by Ord. [00-51](#) on 9/21/2000*

702 *Amended by Ord. [2016-44](#) on 9/15/2016*

703 *Amended by Ord. [2020-42](#) on 9/17/2020*

704 **15-2.4-3 Lot And Site Requirements**

705 Except as may otherwise be provided in this Code, no Building permit shall be issued
706 for a Lot unless such Lot has Area, width, and depth as required, and Frontage on a
707 private or Public Street shown on the Streets Master Plan or on a private easement
708 connecting the Lot to a Street shown on the Streets Master Plan.

709

710 All Development activity must comply with the following minimum Lot and Site
711 requirements:

712 A. **LOT SIZE**. Minimum Lot Areas for Residential Uses are as follows:

Single Family Dwelling	1,875 sq. ft.
Duplex Dwelling	3,750 sq. ft.
Triplex Dwelling	4,687 sq. ft.
Four-plex Dwelling	5,625 sq. ft.

713

714 Maximum Lot Areas for Residential Uses are as follows:

Single Family Dwelling	3,750 sq. ft.
Duplex Dwelling	7,500 sq. ft.
Triplex Dwelling	11,250 sq. ft.
Four-plex Dwelling	15,000 sq. ft.

715

716 B. **LOT AREA.** Minimum and maximum Lot Area for all other Uses shall be
717 determined by the Planning Commission during the Conditional Use review.

718

719 Developments consisting of more than four (4) Dwelling Units require a Lot Area
720 at least equal to 5,625 square feet plus an additional 1,000 square feet per each
721 additional Dwelling Unit over four (4) units. All Setback, height, parking, Open
722 Space, and architectural requirements must be met. See Section 15-2.4-3,
723 Conditional Use Permit Review.

724 C. **LOT WIDTH.** The minimum width of a Lot is 37.50 feet, measured fifteen feet
725 (15') from the Front Lot Line. Existing platted Lots of record, with a minimum
726 width of at least twenty five feet (25'), are considered legal Lots in terms of Lot
727 Width. In the case of unusual Lot configurations, Lot Width measures shall be
728 determined by the Planning Director.

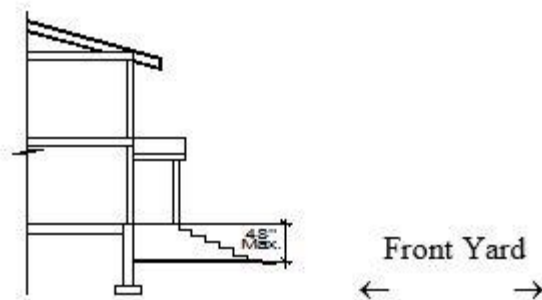
729 D. **FRONT SETBACK.**

730 1. The minimum Front Setback for Single-Family, Duplex Dwellings, and
731 Accessory Buildings is fifteen feet (15'). If the Lot depth is seventy five feet
732 (75') or less, then the minimum Front Setback is ten feet (10').

2. New Front Facing Garages for Single Family and Duplex Dwellings must be at least twenty feet (20') from the Front Lot Line.
3. See Section 15-2.4-7 for special requirements for Triplexes and Multi-Unit Dwellings.

E. **FRONT SETBACK EXCEPTIONS.** The Front Setback must be open and free of any Structure except:

1. Fences, walls, and retaining walls not more than four feet (4') in height, or as permitted in Section 15-4-2. On Corner Lots, Fences more than three (3') in height are prohibited within twenty-five feet (25') of the intersection, at back of curb.
2. Uncovered steps leading to the Main Building; provided the steps are not more than four feet (4') in height from Final Grade, not including any required handrail, and do not cause any danger or hazard to traffic by obstructing the view of a Street or intersection.



3. Decks, porches, and Bay Windows, not more than ten feet (10') wide and projecting not more than three feet (3') into the Front Setback.
4. Roof overhangs, eaves, and cornices projecting not more than three feet (3') into the Front Setback.

5. Sidewalks, patios, and pathways.
6. Driveways leading to a garage or approved Parking Area. No portion of a Front Yard except for approved driveways and patios, allowed Parking Areas, and sidewalks may be Hard-Surfaced or graveled.

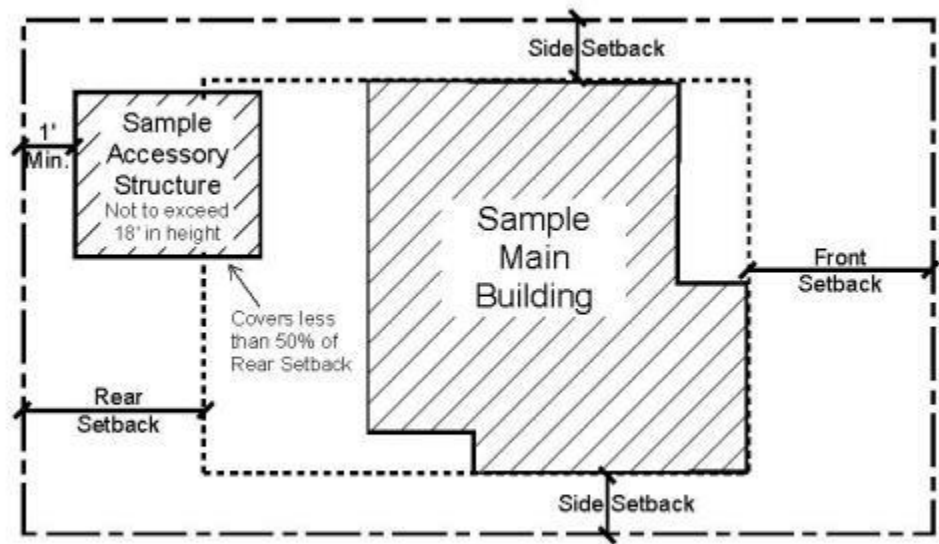
F. **REAR SETBACK.**

1. The minimum Rear Setback is ten feet (10') for all Main Buildings, and one foot (1') for detached Accessory Buildings.
2. See Section 15-2.4-7, Special Requirements for Multi-Unit Dwellings.

G. **REAR SETBACK EXCEPTIONS.** The Rear Setback must be open and free of any Structure except:

1. Bay Windows not more than ten feet (10') wide and projecting not more than two feet (2') into the Rear Setback.
2. Chimneys not more than five feet (5') wide and projecting not more than two feet (2') into the Rear Setback.
3. Window wells not exceeding the minimum International Residential Code (IRC) or International Building Code (IBC) requirements for egress may extend not more than four feet (4') into the Rear Setback.
4. Roof overhangs and eaves projecting not more than three feet (3') into the Rear Setback.
5. Window sills, belt courses, cornices, trim, and other ornamental features projecting not more than six inches (6") beyond the main Structure to which they are attached.

6. Detached Accessory Buildings, not more than eighteen feet (18') in height, and including any free-standing Solar Energy Systems, located a minimum of five feet (5') behind the front façade of the Main Building, and maintaining a minimum Rear Setback of one foot (1'). Such Structure must not cover over fifty percent (50%) of the Rear Setback. See the following illustration:



7. A Hard-Surfaced Parking Area subject to the same location requirements as a detached Accessory Building.
8. Mechanical equipment (which must be screened), hot tubs, or similar Structures located at least three feet (3') from the Rear Lot Line.
9. Fences, walls, and retaining walls not over six feet (6') in height, or as permitted in Section 15-4-2 Fences and Retaining Walls.

10. Patios, decks, pathways, steps, and similar Structures not more than thirty inches (30") above Final Grade, not including any required handrail, and located at least one foot (1') from the Rear Lot Line.

11. One (1) Shared Driveway leading to a garage or approved parking Area.

See Section 15-2.4-11 Parking Regulations for additional requirements.

H. **SIDE SETBACK.**

1. The minimum Side Setback for any Single Family, Duplex Dwelling or Accessory Building is five feet (5').
2. The minimum Side Setback for Lots twenty-five feet (25') wide or less is three feet (3').
3. On Corner Lots, the minimum Side Setback that faces a side Street or platted Right-of-Way is ten feet (10') for both Main and Accessory Buildings. A three foot (3') Side Setback along the platted Right-of-Way may be approved by the City Engineer when the Lot Width is less than 37.5 feet; no Side Setback exceptions shall be utilized and the sight triangle shall be maintained when the Setback is three feet (3') along the Right-of-Way.
4. A Side Setback between connected Structures is not required where Structures are designed with a common wall on a Property Line, each Structure is located on an individual Lot, the Lots are burdened with a party wall agreement in a form approved by the City Attorney and Chief Building Official, all applicable Building and Fire Code requirements are met, and the Use is an Allowed or Conditional Use in the Zoning District.

- 810 a. Exterior Side Setbacks shall be based on the required minimum
811 Side Setback for each Lot; however the Planning Commission may
812 consider increasing exterior Side Setbacks during Conditional Use
813 Permit review to mitigate potential impacts on adjacent Property.
814 Side Setback exceptions continue to apply.
- 815 b. The longest dimension of a Building joined at the Property Line may
816 not exceed one hundred feet (100').

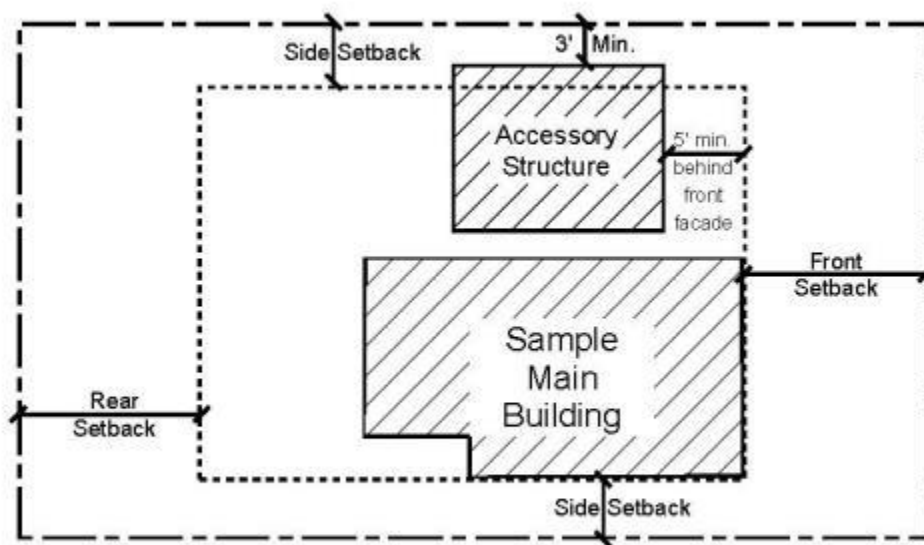
817 5. See Section 15-2.4-7 special requirements for Multi-Unit Dwellings.

818 I. **SIDE SETBACK EXCEPTIONS.** The Side Setback must be open and free of any
819 Structure except:

- 820 1. Bay Windows not more than ten feet (10') wide and projecting not more
821 than two feet (2') into the Side Setback. Only permitted on Lots with a Side
822 Setback of at least five feet (5') or greater.
- 823 2. Chimneys not more than five feet (5') wide and projecting not more than
824 two feet (2') into the Side Setback. Only permitted on Lots with a Side
825 Setback of at least five feet (5') or greater.
- 826 3. Window wells not exceeding the minimum International Residential Code
827 (IRC) or International Building Code (IBC) requirements for egress may
828 extend not more than four feet (4') into the Side Setback. Only permitted
829 on Lots with a minimum required Side Setback of five feet(5') or greater.
830 Should egress requirements be met within the building pad, no Rear
831 Setback exception is permitted.

- 832 4. Roof overhangs and eaves projecting not more than two feet (2') into the
833 Side Setback. Only permitted on Lots with a Side Setback of at least five
834 feet (5') or greater.
- 835 5. Window sills, belt courses, cornices, trim, and other ornamental features
836 projecting not more than six inches (6") beyond the main Structure to
837 which they are attached.
- 838 6. Fences, walls and retaining walls as permitted in Section 15-4-2 Fences
839 and Retaining Walls.
- 840 7. Patios, decks, pathways, steps, and similar Structures not more than thirty
841 inches (30") in height above Final Grade, not including any required
842 handrail.
- 843 8. One (1) private or Shared Driveway leading to a garage or approved
844 Parking Area. See Section 15-2.4-11 Parking Regulations for additional
845 requirements.
- 846 9. Pathways and steps connecting to a City staircase or pathway.
- 847 10. Mechanical equipment (which must be screened), hot tubs, or similar
848 Structures located at least three feet (3') from the Side Lot Line.
- 849 11. Detached Accessory Buildings, not more than eighteen feet (18') in height,
850 and including any free-standing Solar Energy Systems, located at least
851 five feet (5') behind the front façade of the Main Building, maintaining a

852 minimum Side Setback of three feet (3'). See the following illustration:



- 853
- 854 J. **SNOW RELEASE**. Site plans and Building design must resolve snow release
- 855 issues to the satisfaction of the Chief Building Official.
- 856 K. **CLEAR VIEW OF INTERSECTION**. No visual obstruction in excess of two feet
- 857 (2') in height above road Grade shall be placed on any Corner Lot within the Site
- 858 Distance Triangle. A reasonable number of trees may be allowed, if pruned high
- 859 enough to permit automobile drivers an unobstructed view. This provision must
- 860 not require changes in the Natural Grade on the Site.

861 HISTORY

862 Adopted by Ord. [00-51](#) on 9/21/2000

863 Amended by Ord. [06-69](#) on 10/19/2006

864 Amended by Ord. [09-10](#) on 3/5/2009

865 Amended by Ord. [15-35](#) on 10/12/2015

866 Amended by Ord. [2016-44](#) on 9/15/2016

867 Amended by Ord. [2018-27](#) on 5/31/2018

868 Amended by Ord. [2018-43](#) on 7/19/2018

869 Amended by Ord. [2020-42](#) on 9/17/2020

870 **15-2.4-4 Existing Historic Buildings And/or Structures**

871 Significant and Landmark Historic Sites that exceed the maximum Lot Area, and

872 Historic Buildings and/or Structures that do not comply with Building Footprint, Building

873 Height, Building Setbacks, Off-Street parking, and driveway location standards are valid

874 Non-Complying Structures. Additions to Historic Buildings and/or Structures are exempt

875 from Off-Street parking requirements provided the addition does not create a Lockout

876 Unit or an Accessory Apartment. Additions must comply with Building Setbacks,

877 Building Footprint, driveway location standards and Building Height.

878 A. **EXCEPTION.** In order to achieve new construction consistent with the Historic

879 District Design Guidelines, the Planning Commission may grant an exception to

880 the Building Setback and driveway location standards for additions to Historic

881 Buildings and/or Structures, including detached Garages:

882 1. Upon approval of a Conditional Use permit, and

883 2. When the scale of the addition and/or driveway is Compatible with the

884 Historic Building and/or Structure, and

885 3. When the addition complies with all other provisions of this Chapter, and

886 4. When the addition complies with the adopted Building and Fire Codes,

887 and

888 5. When the addition complies with the Design Guidelines for Historic
889 Districts and Sites.

890 HISTORY

891 *Adopted by Ord. [00-51](#) on 9/21/2000*

892 *Amended by Ord. [06-69](#) on 10/19/2006*

893 *Amended by Ord. [13-42](#) on 10/17/2013*

894 *Amended by Ord. [2016-44](#) on 9/15/2016*

895 *Amended by Ord. [2020-42](#) on 9/17/2020*

May 24, 2023

To: Planning Commission

Re: Land Management Code Amendment – Lot Combinations

Planning Commission,

I recently attended two public input meetings held by planning staff on this topic as part of a citizen group. I work in the “H” districts regularly as an architect and was not aware that the current code provisions regarding lot combinations were in question. So, my first question to staff was what are the issues and why are we here meeting on this topic. After 2 meetings I don’t feel that these questions have been adequately answered. Staff seem to have been given marching orders and they are doing their best to come up with a solution to a problem I am not convinced exists.

The current LMC provides a great deal of flexibility when dealing with Lot combinations. It is not uncommon to see whole lot and lot fragments when dealing with plat amendments in the “H” zones. As an example, you recently approved an amendment at 1120 Empire. It is in the HR-1 zone and consists of two lots plus a fragment of a third. There is an existing non-historic home on the site. Applying the interim ordinance to this site just raises questions as to how an applicant might go about getting approval to combine these parcels. The home straddles all the parcels so any improvements to the home would require a plat amendment but the interim ordinance restricts this lot to the maximum allowed which would be two lots. The current code provided the flexibility to handle this amendment request with no issues.

A second example is my home on Upper Norfolk Ave. In the 1990’s we did a remodel that required a plat amendment. The home straddles three lots so we did a lot combination to combine these lots. Shortly after this time we acquired an adjacent lot. So, we have the parcel that combines three lots and a fourth adjacent stand alone lot. We would like to combine this lot with the existing parcel at some point. Under the interim ordinance I would not be able to combine this lot. The stand alone lot is a fragment since the HRL zone requires a two-lot minimum. LMC encourages Lot combinations to eliminate fragments. Again, the current code offers the flexibility to clean up this situation. The proposed code change only offers questions and complications.

Old town lot configurations are generally complicated. Trying to apply a cookie cutter approach in an effort to simplify lot configurations and try to limit building mass with the proposed code change will only complicate the application process and take away property owners’ current rights. The current code, that includes the design guidelines, has sufficient teeth to address massing that is in keeping with the intent of the general plan.

Please consider leaving the existing code regarding lot consolidation as is.

Thank you for your time and consideration.

Do not hesitate to contact me with any questions you might have.

Respectfully,

Jonathan DeGray, 105 Upper Norfolk Ave.