



**PARK CITY HISTORIC PRESERVATION BOARD MEETING
SUMMIT COUNTY, UTAH
April 1, 2026**

The Historic Preservation Board 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 and may have options to listen, watch, or participate virtually.

Zoom Link: <https://us02web.zoom.us/j/82086188552>

1. **MEETING CALLED TO ORDER AT 5:00PM**
2. **ROLL CALL**
3. **MINUTES APPROVAL**
 - 3.A. Consideration to Approve the Historic Preservation Board Meeting Minutes from March 4, 2026
4. **STAFF AND BOARD COMMUNICATIONS AND DISCLOSURES**
 - 4.A. **External Siding Materials in the Historic Districts** – Staff Update on the Materials Evaluation Framework Being Developed by the Materials Advisory Committee
5. **PUBLIC COMMUNICATIONS**
6. **CONTINUATION**
 - 6.A. **External Siding Materials in Historic Districts** – The Historic Preservation Board Will Review and Consider Adopting the Materials and Finishes for Additions to Historic Structures and New Residential Infill in the Historic Districts.
(A) Public Hearing; (B) Continue to date uncertain
7. **WORK SESSION**
 - 7.A. **Historic District Grant Program** – The Historic Preservation Board Will Consider Potential Improvements to the Historic District Grants Program. (30 mins.)
8. **REGULAR AGENDA**
 - 8.A. **615 Woodside Avenue – Modification to Material Deconstruction** – The Applicant Requests Panelization of the Significant Historic Structure's Roof, a Partial Panelization of the Northeastern Portion of the Structure, Removal and Replacement of the Front Porch, and Removal and Replacement of a Structural Beam and Shed Roof Beneath the Sunroom to Construct the Approved Basement Addition and Garage. PL-26-06841 (20 mins.)
(A) Public Hearing; (B) Action
 - 8.B. **525 Park Avenue – Historic District Grant Application Modification** – The Applicant Requests an Amendment to the Historic District Grant Awarded on February 4, 2026 to Change the Scope of Work From Exterior Paint and Siding Repair to Replacing

Mechanical Equipment and Historic Windows. PL-26-06804 (15 mins.)
(A) Public Hearing; (B) Action

9. ADJOURNMENT

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

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



**PARK CITY MUNICIPAL CORPORATION
HISTORIC PRESERVATION BOARD MEETING
MARSAC MUNICIPAL BUILDING
COUNCIL CHAMBERS
445 MARSAC AVENUE
PARK CITY, SUMMIT COUNTY, UTAH
MINUTES OF MARCH 4, 2026**

BOARD MEMBERS IN ATTENDANCE: Douglas Stephens – Chair, Puggy Holmgren, Katie Noble, Lola Beatlebrox, Dalton Gackle, Randy Scott (attending virtually)

EX OFFICIO MEMBERS: Rebecca Ward, Planning Director; Elissa Martin, Project Planning Manager; Jacob Klopfenstein, Planner II; Mark Harrington, Senior City Attorney; Meredith Covey, Planner II; Dave Thacker, Chief Building Official; Becky Gutknecht, Assistant City Engineer; Lillian Zollinger, Planner III

1. CALL TO ORDER

Chair Douglas Stephens called the meeting to order at approximately 5:00 p.m.

2. ROLL CALL

All Board Members were present with the exception of Board Member John Hutchings.

3. MINUTES APPROVAL

A. Consideration to Approve the Historic Preservation Board Meeting Minutes from February 2, 2026.

MOTION: Board Member Holmgren moved to APPROVE the Historic Preservation Board Meeting Minutes from February 2, 2026. Board Member Beatlebrox seconded the motion.

VOTE: The motion passed with the unanimous consent of the Board.

4. STAFF AND BOARD COMMUNICATIONS AND DISCLOSURES

Board Member Gackle reported that he is a liaison to the Board for Preservation Utah. Preservation Utah recently released the nomination form for their annual Most Endangered List for places around the State. If anyone is interested in nominating a place in the State or in Summit County, it is now possible for that nomination to be made.

There were no further Staff or Board communications and disclosures.

5. **PUBLIC COMMUNICATIONS**

Chair Stephens opened the public communications portion of the meeting.

Rick Sanders stated that he lived at 1120 Woodside Avenue for a long time, and during the Olympics, he built another place in Wyoming. He pointed out that if 1060 Woodside Avenue is moved further to the corner of the lot, it will impact both pedestrians and vehicle traffic. As far as an addition, he is not sure that would be appropriate on the lot.

There were no further public communications.

6. **WORK SESSION**

A. **Historic District Grant Program – The Historic Preservation Board Will Provide Feedback to Staff on Improvements to the Grant Program, Specifically Regarding the Annual Funding Amounts Allocated to the Redevelopment Areas and the Citywide General Fund.**

Planner II, Jacob Klopfenstein, and Project Planning Manager, Elissa Martin, presented the Staff Report and explained that this Work Session item is related to the Historic District Grant Program. Planner Klopfenstein reported that the program started in 1987 and it awards grants for the rehabilitation and preservation of Significant and Landmark Historic Structures in Park City. The mission statement of the program was read aloud and is as follows:

- The Park City Historic District Grant Program is designed to financially incentivize the preservation, rehabilitation, restoration, and reconstruction of Historic Structures and Sites in order to create a community that honors its past and encourages historic preservation.

Historic District Grant Program funds are awarded in three different funds. There are two Redevelopment Area (“RDA”) funds, which includes the Lower Park RDA and Main Street RDA. Grant requests for sites that are not within those RDAs are dispersed from the General Fund. Planner Klopfenstein stated that the funding has been the same since at least 2015:

- Citywide General Fund: \$47,136;
- Lower Park Avenue RDA: \$50,000;
- Main Street RDA: \$30,000.

The funding runs concurrently with the Fiscal Year for the City. The current funding cycle ends on June 30, 2026, and the next funding cycle for Fiscal Year 2027 begins on July 1, 2026. Planner Klopfenstein shared a map of the area and noted that the RDA locations

are indicated in different colors. The green represents the Lower Park Avenue RDA and the yellow represents the Main Street RDA. He reiterated that sites that do not fall within the RDA boundaries would be dispersed from the General Fund. Another map was reviewed. Planner Klopfenstein explained that the green points shown on the map represent Landmark Historic Sites and the purple points shown on the map represent Significant Historic Sites.

Planner Klopfenstein reported that there are more Historic Sites within the Main Street RDA than there are in the Lower Park Avenue RDA. Since there are more Historic Sites in the Main Street RDA and outside of the RDA zones, more grant requests will require funds from the General Fund and the Main Street RDA than the Lower Park Avenue RDA. Staff recommends the Historic Preservation Board consider increasing the grant amounts that are available for sites outside the RDA boundaries and within the Main Street RDA. The recommendations from Staff were shared with the Historic Preservation Board:

- Citywide General Fund: \$27,864 increase (\$75,000 total);
- Lower Park Avenue RDA: no increase (\$50,000 total); and
- Main Street RDA: \$45,000 increase (\$75,000 total).

Board Member Puggy Holmgren asked where the additional funds would come from. Planner Klopfenstein explained that this would be part of the budget request that is made to the City Council each year. Manager Martin reported that there has been some research conducted and it is possible to look into alternative sources for program funding in the future.

Planner Klopfenstein explained that there is a desire to receive feedback from the Board during the Work Session discussion. The Historic District Grant Program is currently only available for Landmark and Significant Historic Sites. When the City updated the General Plan last year, one of the recommendations was to incentivize the preservation of historic resources associated with the Ski Era, such as A-Frame dwellings from the 1960s and 1970s. Planner Klopfenstein reported that the Historic Preservation Board can consider expanding the eligibility for the grant program to include those Ski Era resources.

The current criteria for Historic District Grant Program evaluation was provided. Planner Klopfenstein posed the following question to the Board for consideration and discussion:

- Does the Historic Preservation Board find the current evaluation criteria provides a meaningful evaluation of the grant applications or would the Historic Preservation Board like to discuss potential updates during the Work Session in April?

Chair Stephens suggested that the Board first discuss the proposed funding increases. There was Board Member support for the increases mentioned. Board Member Katie Noble reported that she ran the numbers for inflation and the funding is 86% less now than in the 1980s when the program was started. With this adjustment, it will be 78% of what used to be budgeted for historic preservation. She expressed support for what has

been proposed. Board Member Randy Scott was supportive of the proposal, but noted that it might be a difficult year to make this request since tax revenues will be down. Planning Director, Rebecca Ward, reported that the next step involves coordination with the budget and finance teams. This item can then be forwarded to the City Council for their consideration.

Board Member Scott mentioned funding in the Lower Park RDA. In Fiscal Year 2024, there was \$38,600 used, and in Fiscal Year 2025, there was nothing used. He proposed some be pulled out of the Lower Park RDA, because there are not as many relevant properties there as in the other areas. Director Ward stated that this can be considered within the limitations of the funds. There can be additional information brought back to the Board.

Planner Klopfenstein reiterated the earlier question about evaluation criteria. Board Member Holmgren mentioned the A-Frames and noted that those are now within the 50-year criteria. She asked if the 50-year criteria will remain. Planner Klopfenstein believed the 50-year time horizon is one of the reasons that preservation of the Ski Era resources was mentioned in the General Plan. He asked Board Members for feedback about whether there is support to expand the grant program so Ski Era resources will be eligible to receive future grants.

Chair Stephens asked to have a more robust discussion about the Historic District Grant Program criteria in April. There is a desire to further consider the evaluation criteria. He noted that there have been concerns about whether the Board has the information needed to evaluate competing grants. Board Member Noble also wanted to discuss this further at the next Work Session. Planner Klopfenstein asked if there are items that appear to be missing from the rubric. Board Member Gackle mentioned the timeliness of the project, as that was something that was debated during a previous Historic District Grant Project discussion. Planner Klopfenstein confirmed that the urgency of the work can be added.

There was Board Member support to discuss the evaluation criteria further at the next Work Session. Planner Klopfenstein noted that he can look into other jurisdictions with a similar program to see what their criteria looks like. Information will be brought back to the Board.

Planner Klopfenstein explained that the next topic of discussion has to do with the type of work that is eligible for a grant. He shared a list of eligible work for the grant program:

- Repairing/restoring/replacing windows;
- Repointing masonry;
- Repairing or replacing roofs;
- Painting exterior;
- Electrical updating;
- Upgrading mechanical systems;

- Upgrading insulation;
- Reconstructing historic porches;
- Restoring historic features.

Planner Klopfenstein shared a list of work that is ineligible for the grant program:

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

The following question was posed to the Historic Preservation Board for consideration:

- Does the Historic Preservation Board find the scope of eligible work helps achieve the goals of the Historic District Grant Program or would the Historic Preservation Board like to re-evaluate qualifying projects?

Chair Stephens reiterated that there should be a more robust discussion during the Historic Preservation Board Meeting in April. Some of the comments the Board has made about the program have had to do with increased visibility in the community. Board Member Lola Beatlebrox mentioned the list of eligible items. Electrical updating and updating mechanical systems do not necessarily fit within the evaluation criteria. Most of the grants that come to the Historic Preservation Board do not include only electrical updating or updates to mechanical systems, but it is important to consider the evaluation criteria in that context.

Board Member Gackle would be interested in having a discussion about landscape work. There was a previously approved grant that had a historic retaining wall. He wondered how that would fit into the list of eligible work. There might need to be something added to the list for the replication or restoration of historic features in the landscaping. Planner Klopfenstein believed there is a desire for the list to match what the rubric is seeking to evaluate. Chair Stephens suggested that the future Work Session discussion consider what the Historic District Grant Program is trying to encourage. Board Member Gackle noted that environmental factors could be considered in eligible work, such as mold removal and remediation. Planner Klopfenstein summarized the Board Member feedback provided.

Director Ward noted that it is possible outline the current application process during the next Work Session. Board Member Noble pointed out that a grant application can sound like a challenging process. It would be meaningful to make it clear to property owners this is actually a fairly straightforward process. Board Member Holmgren stated that many are unaware that there is a grant program. She stressed the importance of communication.

Manager Martin mentioned the Duval Study from 2018. There were many recommendations made at that time for the improvement of the Historic District Grant Program. A lot of those recommendations have been implemented since then, but there are still some that have not been. She asked the Board for feedback on those items, which includes the following:

- Establish a communications strategy to raise awareness of the Historic District Grant Program;
- Establish a regular annual cycle of reporting to the Historic Preservation Board, Mayor and City Council, and the public;
- Create a database of projects to track from the time of the award to when the grant is paid out. (Planning Staff has started to do this);
- Define a target list of investment priorities/locations where the Historic District Grant Program can make a difference and review it annually.

Planner Klopfenstein posed another question to the Historic Preservation Board:

- What other information would the Board like to see for the next Work Session regarding the Historic District Grant Program?

Chair Stephens reported that there is a desire to look at how Ski Era properties would fit into the Historic District Grant Program, because those do not fit in smoothly at this point. He noted Ski Era designs are broader than A-Frames. Planner Klopfenstein thanked the Board for their feedback and confirmed that there will be preparation ahead of the next Work Session. Board Member Gackle shared a suggestion to increase the visibility of the program. It is possible for a grant recipient to be given a small plaque that is displayed on the home. If others in the neighborhood see that plaque, it could increase awareness of the grant program. Board Member Holmgren noted that there were previously signs placed in front of properties when the grant was awarded, so that is something that could be explored.

B. External Siding Materials in the Historic Districts – The Historic Preservation Board will Review and Provide Feedback on the Draft Master List of Materials and Finishes.

Manager Martin presented the Staff Report and explained that the next Work Session item is related to external siding materials in the Historic Districts. Land Management Code (“LMC”) 15-13-2 and 15-13-8 allows alternative or non-historic siding materials on new residential infill in the Historic Districts, if included on the Master List of Non-Historic Materials and Finishes on file with the Planning Department. On December 3, 2025, the Historic Preservation Board established the Materials Advisory Committee, which is comprised of design professionals, the City's on-call Historic Preservation Consultant, a Historic Preservation Team Planner, and two Historic Preservation Board Members. The Committee is tasked with selecting siding materials and finishes that meet baseline criteria for durability, sustainability, and compatibility with Park City's residential Historic

Districts. The Committee met on December 16, 2025, January 14, 2026, and February 10, 2026.

The alternative siding materials must meet some baseline performance measures for longevity, energy performance, durability in the climate, fire resistance, environmental benefits, and compatibility with the character of the Historic Districts. There are prohibited materials listed in the Architectural Design Guidelines in LMC 15-5-5. While these are materials prohibited across the board, they are specifically enforced in the Historic Districts.

Over the past several weeks, the Materials Advisory Committee has been developing a framework for evaluating new materials. Manager Martin shared the diagram that has been created. There were discussions about aesthetics, the compatibility of the material, and whether the material would be appropriate in the Historic Districts. The diagram makes it possible to evaluate a material in a more objective manner. Two categories were created: those that imitate natural wood in image, texture, or both, and those that do not.

Manager Martin further reviewed the draft diagram with the Historic Preservation Board. The right side focuses on the category of materials that imitate wood. The left side focuses on the category of materials that does not imitate wood. There are also sections of the diagram that focus on durability and sustainability. The Committee is currently working on identifying the specific thresholds for each performance measure identified under durability and sustainability by researching the technical data sheets for products that have been identified.

The durability characteristics identified by the Materials Advisory Committee include:

- Warranty period (lifespan);
- Water absorption;
- UV exposure/image fade;
- Freeze/thaw resistance;
- Corrosion (salt exposure);
- Impact resistance; and
- Fire resistance rating.

The sustainability characteristics identified by the Materials Advisory Committee include:

- Recycled content;
- Impact on environment during manufacture process;
- Impact of disposal/end of life; and
- Energy performance (this can be tricky with all of the variables).

Manager Martin reported that newer ways are being developed to evaluate the sustainability of a product. This includes a “declare label,” which is a label for building

products that is designed to help specifiers quickly identify products that meet their project requirements. A common product disclosure is an Environmental Product Declaration (“EPD”).

For compatibility, the LMC was used for guidance. Manager Martin shared the following:

- May not diminish historic character, must appear similar in appearance and profile to historic siding, and be applied as traditional materials were historically; it is not appropriate to introduce artificial patterns;
- Exterior elements must be of human scale and compatible with neighboring Historic Structures and reflect the character of the Historic District;
- Materials must be compatible in scale, proportion, texture, finish, and color to Historic Structure materials;
- Primary siding material shall appear similar to those on Historic Structures in the streetscape or character area.

There is work being done to reach Committee consensus on stone masonry. Manager Martin asked for Historic Preservation Board feedback on this. She explained that stone masonry was not used on residential mining era buildings, but it is a traditional material used in other eras and in other places. The LMC was updated in 2019 to prohibit stone masonry from being used on facades in the Historic District. While there are examples of homes in Old Town that have stone masonry around the garage facade, that would not be allowed now. New, non-traditional composite materials were not used historically and therefore could be considered, if compatible. There can be Board Member discussion about this.

Manager Martin reported that there are materials being discussed that come in different sizes and have different ways of being applied. Many composite materials are applied as large panels. There have been some discussions about application at the Committee level, but there is no consensus at this time. The question is whether alternative materials should be allowed to be applied in a more modern way or if there should be a requirement for them to be applied in a more traditional manner. Manager Martin asked for Historic Preservation Board feedback on the Master List diagram and the direction of the Committee at this point.

It was noted that several Committee Members are present at the meeting to share comments and material samples. Chair Stephens asked to discuss stone masonry. On the presentation slide, one of the images is stone masonry, but one of the images is slate. He does not believe that it fits into the stone masonry category. It seems like there are two issues being considered: new infill construction and additions to historic homes. Manager Martin reported that the code states that additions and residential infill should be differentiated from the historic structures so the contrast is clear. Materials can help contribute to that differentiation. The slate material is something there was a lot of back and forth about at the Materials Advisory Committee level, because it can be applied as a composite panel. It could potentially be applied in a way that would look more like a

panel rather than masonry. She asked the Board to think about new materials being applied in a non-historic manner.

Board Member Beatlebrox expressed concerns about vertical siding, but asked to hear from the Committee Members who have attended the meetings. She is open to hearing different perspectives. Cole Knight explained that he is representing Elliott Workgroup. If there is a desire to expand the material palette to imitate and blend in with the materials, that is a stark contrast to expanding the material palette so there is a broader array of materials that would allow someone to better differentiate what is historic versus non-historic. Receiving clarification from the Historic Preservation Board about that objective would be meaningful. Mr. Knight would be in favor of materials being used to differentiate from the historic elements.

Chair Stephens agreed that it makes sense to think about what there is a desire to accomplish. Board Member Beatlebrox stated that other historic places have asked for a differentiation. Mr. Knight explained that there seems to be a hesitancy to head in that direction, because of the fear that something will look out of place. It is possible to look at this issue in a more nuanced way. There could be a modern material applied in a modern way, but it could be in a scale and format that still references historic patterns and scales.

Board Member Noble discussed the stone masonry. It could be the texture of the stone that is the difference between a historic look and a more modern look. It was reiterated that there have been different opinions expressed in the Materials Advisory Committee about texture, proportions, and additions. Chair Stephens believed there needs to be a more fluid process, because materials are changing more often now. There can be additions and amendments made in the future, but there should be some consideration of the Historic District Design Review (“HDDR”) process. There can be feedback provided about the approval process.

Board Member Scott expressed appreciation for the work of the Materials Advisory Committee. He understands that designs have nuance, but he agrees with the other comments shared by Board Members. It makes sense for the historic portion of the structure to remain historic and for there to be interesting design concepts with the additions. One issue he has relates to materials and longevity. He is hoping the Committee can discuss tried and tested materials that will continue to look good over time. Chair Stephens asked what other feedback Staff would like to hear from the Board. Manager Martin stated that the durability and sustainability performance measures are easier to determine thresholds for. As for compatibility, this can continue to be discussed at a Committee level. However, there are some limitations with the code, so that will need to be considered by Planning Staff.

Director Ward stated that the work of the Materials Advisory Committee opens up the door for a new framework of review for the materials. If there is consensus on the materials for additions to historic homes and new infill, the provisions of code that would

need to be amended to facilitate more flexibility for the materials on the list could be highlighted. Board Member Noble thanked Committee Members for their efforts. Even though the diagram looks simple, it is a product of a lot of work, discussion, and thought. It will provide more clarity moving forward. Manager Martin added that the Historic Preservation Consultant has been very helpful during this process. She expressed appreciation to all involved.

Mr. Knight asked about stone masonry for an exterior cladding material. Right now, it is his understanding that there is no restriction on that as a cladding material in the HR-1 Zoning District. It is not listed on the prohibited materials, so under the current code, someone could clad an entire house in stone. The Materials Advisory Committee has expressed some apprehension about that becoming more common. It might make sense to establish a limit on the percentage of stone cladding or stone brick. He asked for Board Member feedback about stone as an exterior cladding material. Generally, when it is applied, it is done in a more modern cut and pattern so it is easily differentiated from historic architecture. This is also true with brick. It is unlikely that a modern brick would be mistaken for a historic one. Chair Stephens is not certain that the Historic Preservation Board is able to provide clear direction about that at this time. It could be further considered at a future meeting.

Manager Martin reported that at the next Committee Meeting, there can be more of a focus on the code language. Mr. Knight offered to do some research and provide examples of common historical techniques versus modern construction techniques. Chair Stephens acknowledged that there needs to be clarity so designs do not have to be redone. In addition, there needs to be clarity in the HDDR process about how to evaluate submissions.

C. 1060 Woodside Avenue – Relocation of a Landmark Historic Structure – The Historic Preservation Board Will Conduct a Work Session to Review the Applicant's Request to Relocate a Landmark Historic Structure. PL-25-06673.

Planner II, Meredith Covey, presented the Staff Report and explained that this Work Session item is related to 1060 Woodside Avenue. She reported that 1060 Woodside Avenue is a Landmark Historic Structure in the HR-1 Zoning District. Late last year, the property owner went through the Plat Amendment process to combine the three lots that the home sits on to reflect the existing conditions. The Sanborne Maps show that there was a previous home in 1889, which was closer to the street. By 1929, there was a home shown on maps that was located further away from Woodside Avenue. The City had a third-party Historic Preservation Consultant, Stantec, analyzing the year of construction for the existing home.

Planner Covey reported that the Stantec analysis found that the home was constructed around 1929, but there were substantial changes made to the structure in the 1970s, including the dormers and addition on the side. As part of the Work Session, Staff is

requesting input from Board Members about whether the addition contributes to the historic site. The applicant is also requesting input on their request to relocate the structure. The 1970s addition was not built in compliance with the code in effect at the time and does not qualify for the setback exceptions, unless the Historic Preservation Board determines the addition contributes to the historic integrity of the Landmark Historic Structure.

LMC 15-11-10(A)(1) lays out the requirements for a building, either attached or detached, to be designated to the Historic Sites Inventory as a Landmark Site. It must be at least 50 years old and retain historic integrity in terms of the location, design, setting, materials, workmanship, feeling, and association, as defined by the National Park Service for the National Register of Historic Places. It must be significant to local, regional, or national history, architecture, engineering, or culture associated with at least one of the following:

- An era that has made a significant contribution to the broad patterns of our history;
- The lives of persons significant in the history of the community, state, region or nation;
- The distinctive characteristics of type, period, or method of construction or the work of a notable architect or master craftsman.

The addition on the home is at least 50 years old and reflects the era of construction in the 1970s. Prominent figures in Park City history, Carl and Ruby Winters, lived in the home and were the owners when the addition was constructed. The following questions were posed:

- Is more information needed to determine whether the 1970s addition contributes to the historic integrity of the site?
- Please provide input to the applicant on whether the Historic Preservation Board may consider the 1970s addition to be historic.

Planner Covey noted that the applicant is requesting feedback on relocating the structure. The LMC requires Historic Preservation Board approval to relocate a Landmark Historic Structure. The Historic Preservation Board must find all of the following conditions are met:

- A licensed Structural Engineer has certified that the Historic Building(s) and/or Structure(s) can successfully be relocated and the applicant has demonstrated that a professional building mover will move the building and protect it while being stored;
- The proposed relocation will not have a detrimental effect on the structural soundness of the building or structure.

The applicant has provided information from a Structural Engineer to confirm that the structure could be relocated, but not that it is a necessity. Additionally, under the LMC, the Historic Preservation Board must find that one of the following has been met:

- The relocation will abate demolition; or
- The Planning Director and Chief Building Official find that the relocation will abate a hazardous condition at the present setting and enhance the preservation of the structure.

The Chief Building Official and Planning Director found that the relocation is not necessary to abate the hazardous condition at the present setting. If the Historic Preservation Board agrees with the applicant that it is necessary, the remaining question for the Board is whether the relocation enhances the preservation of the structure. The following question was asked:

- Is more information needed to determine whether the Landmark Historic Structure meets the requirements for relocation?

The applicant team is present at the Historic Preservation Board Meeting and the property owners are attending the meeting virtually. Bill Van Sickle from Van Sickle Design and Drafting introduced himself to the Board and explained that he represents the client.

There has been a discussion about the ability to lift the home and put a new foundation underneath. In addition, there is a desire to move it forward and remove it from the rear setback requirements. The proposal is to move it 9 feet to the west, but at the very minimum, to get it out of the required 10-foot setback, it would need to move 4.9 feet to the west. Part of this discussion is about whether there is support to move it 9 feet. If there is no support for the 9 feet, the question is whether there is support to move the home at least the 4.9 feet. This would move the home into compliance with the setbacks on the lot. Mr. Van Sickle reported that one of the reasons for the proposed relocation has to do with fire abatement. The concern is that plans could be made to lift the home and put it on a new foundation only to be told that the non-historic addition is not allowed to be maintained.

Justin Keys was present on behalf of the owners, who are attending the meeting virtually. His clients have made a substantial investment in the property already and are looking to make a more substantial investment. The intention of the Work Session discussion is to receive feedback from the Historic Preservation Board so there is no time and money spent on something that the Board ultimately will not support.

The first question has to do with the addition in the back. Mr. Keys reported that it is non-compliant and there is a desire to make it compliant. For whatever reason, this building was constructed far back from Woodside Avenue. When looking at moving a structure, it is important to consider what this does to the streetscape. All of the other structures are much closer to Woodside Avenue and are aligned with the historic depth. Shifting it 9 feet will bring it back into prominence on Woodside Avenue, the way that other homes on the street are. This will also bring it into compliance with the rear setback. Mr. Keys

believed the addition is historic, since the historic nature of the home has to do with the previous owners.

The property owners, Rudd and Corrine Davis, introduced themselves to the Board. Ms. Davis thanked the Historic Preservation Board for their time. She is interested to hear Board Member perspectives in order to better understand what can be done with the home.

Chair Stephens asked the Historic Preservation Board to discuss the addition. He requested more information about the date of the addition. Planner Covey reported that the consultant, Stantec, determined that it was built around the 1970s. That determination had a lot to do with the materials that were used on the outside. Chair Stephens asked how the determination about the addition will impact the structure being lifted. Planner Covey explained that if the addition were determined by the Board to be part of the Landmark Historic Structure, then if the home was lifted and moved, it would be treated as if it was part of that Landmark Historic Structure. Right now, the rear addition is within the rear setback. There is a provision in code with an exemption for historic structures. Those are allowed to exist within the setbacks. Since the rear addition is not part of the historic structure at this point, it is technically not in compliance with the code and is considered non-compliant.

It was determined that Carl Winters built the addition as part of a family project. Chair Stephens noted that there was another house he lived in as well. Board Member Beatlebrox does not believe this particular property has been discussed by the Historic Preservation Board before. Additional discussions were had about the 1970s addition. An image of the addition was shared for reference. Board Member Noble noted that the roof is very specific to 1970s resort era construction in Park City and is something that is being torn down in a lot of other areas. This has a unique feature that is specific to 1970s architecture.

Board Member Holmgren feels the addition is historic. Board Member Gackle noted that it cannot be a Landmark Historic Structure in two different ways, as it has to be from one era. In this case, there is the 1970s addition and the 1929 structure. Board Member Beatlebrox believed it would be considered a 1929 structure with a 1970s addition. It is the family that lived in the home that makes this notable and historic. Board Member Gackle asked if this would change the designation from Landmark to Significant. Director Ward denied this.

Chair Stephens asked to review the tax photographs from the 1940s. Board Member Scott believed that what makes this a Landmark Historic Structure has to do with the Winters family. Chair Stephens does not believe the original designation was made because of who lived in the home. It had to do with the age of the home. Board Member Beatlebrox noted that there is a picture in the Meeting Materials Packet that shows lap siding. Planner Covey reported that the picture currently being shared with the Board shows the structure in the 1940s. This is the earliest photo the City has, but Stantec

included some other images of the materials in the Materials Analysis that was submitted. She clarified that part of what happened to the second story in the 1970s was that it was converted into living space. That is when the dormer was added. Discussions were had about the changes made at that time.

Chair Stephens is inclined to believe the 1970s addition in the rear is not a significant part of the structure. Board Member Scott agreed. Board Member Gackle felt the ideal restoration would be to bring the house back to what the tax photograph looked like, which does not include the addition. Mr. Keys read from the Historic Sites Inventory Historic Site Form: "The house at 1060 Woodside does not closely align with any of the common house types built during the historic Park City mining era, though it was built during that time period." It was built during the Mature Mining Era, but did not look like any other buildings from that time. This house is considered special because the Winters family lived there.

Board Member Gackle noted that this is a unique architectural style in Park City, so he is more interested in that than the fact that the Winters family lived there. From what he could see on the form, the Winters family were not the original owners. Chair Stephens asked if there is agreement from the Board about the status of the 1970s addition on the rear. Board Member Gackle explained that he is torn, because this house is similar to the house on the south corner of Park Avenue and Heber Avenue. There is the Ski Era and Original Mining Era there, which is unique. There is a similar situation in this case with two different eras.

Board Member Noble requested more information about the addition. She would also like to look at it in person to see if the transition is truly an example of 1970s architecture. Chair Stephens believed the question is whether the 1970s addition is a strong example of Ski Era architecture from the 1970s or if it was simply an addition intended to create additional living space. Board Member Noble thought it was important for the Historic Preservation Board to understand the structure better before providing a clear answer about the addition.

Planner Covey reported that the second portion of the Work Session discussion has to do with a request to relocate the structure closer to the street. Mr. Keys reiterated that there is a desire to move it forward to bring it into alignment with the other homes on the street.

Board Member Beatlebrox mentioned radon and fire hazards, which indicate that there are hazardous conditions to consider on the site. Mr. Keys reported that there is a narrow rear setback. There is a 10-foot minimum setback, but this is approximately 5 feet back from the rear lot line. Chair Stephens reminded those present that under the LMC, the Historic Preservation Board has to find that one of the following is met:

- The relocation will abate demolition; or

- The Planning Director and Chief Building Official find that the relocation will abate a hazardous condition at the present setting and enhance the preservation of the structure.

In order to approve relocation of the structure, one of those two items must be met. Chair Stephens reported that the Chief Building Official did not find the location would abate a hazardous condition. He found the hazardous conditions could be abated in place. Board Member Gackle believed the relocation request has more to do with the streetscape and a potential new addition than hazards. Chair Stephens did not believe the structure was significantly out of place. Board Member Gackle did not feel the items in the LMC were met. It is not under threat of demolition and the Chief Building Official made a determination.

Board Member Noble mentioned an earlier comment that relocation would help to address the fire risk. It was noted that there is also radon that needs to be considered. Mr. Keys added that shifting it forward will meet the setback. The Board further discussed setbacks. Chair Stephens reported that there are other ways to mitigate the fire risk beyond relocation.

Chief Building Official, Dave Thacker, reported that the Residential Code is the code that governs this. It does not pay attention to setbacks specifically, but the distance from property lines and how that pertains to the structure. In this case, the rear yard of the property is 5 feet from the property line, which does not require any specific fire resistance rating. If it is less than 5 feet, that is when fire resistance rated construction comes into play. At that point, it pertains to projections, such as a roof overhang. Where this structure is currently located, it is code compliant without requiring any type of fire resistance rating at that 5-foot distance from the property line. Chair Stephens thanked him for providing this clarification.

Planner Covey summarized the Historic Preservation Board discussion. For the 1970s addition, there is not necessarily a finding from the Board that it would contribute to the historic integrity. She asked if there is more information the Board would like for a future meeting or site visit. This was denied. Chair Stephens did not believe relocation would either abate demolition or that the Chief Building Official found the relocation would abate a hazardous condition. Board Member Noble stated that she would like additional information. She would appreciate a site visit in order to better understand the conditions.

Director Ward noted that the roof form stayed the same from 1929 when the second story addition was added, with the exception of the dormer. Chair Stephens explained that when the Historic Preservation Board is considering an item, there is also thought given to whether a precedent is set for other projects. This is a large lot and there might be other solutions that have not been explored. Making the addition on the rear Significant might limit future design opportunities. The Board is looking to the LMC for direction on this matter and based on that review, it does not appear possible to move forward with the proposal, as one of the two criteria are not met. Mr. Keys noted that some Board

Members felt this could be contributing and others felt there was not enough information to make a determination.

Mr. Van Sickle explained that there is a desire to find a way to move forward so it is possible to lift the home and set it on a new foundation, but still allow the homeowners to keep the addition. From there, the intention is to add a small addition. Mr. Keys explained that the addition encroaches approximately five feet into the setback, so if it is not historic, it has to be removed if the structure is modified. The dormer on the front is what provides the ability to have habitable space in the attic. Removing those features if they are not historic impairs the ability for the owner to improve the structure. The Board further considered the proposal.

Board Member Noble stated that the requirements for moving the house are not met under the code. However, it sounds like there is a request to have the 1970s addition receive a Landmark Designation. Mr. Keys explained that at minimum, it would be possible to lift it, put it in the new basement, mitigate the radon, and set it back in the same location. Additional discussions were had about the footprint of the house and what has been proposed.

7. **REGULAR AGENDA**

A. **1304 Park Avenue – The Historic Preservation Board Will Provide a Recommendation to the City Council on the Location of a Fence in the Right-of-Way at 1304 Park Avenue.**

Planner Covey presented the Staff Report and explained that this item relates to 1304 Park Avenue. The applicant is proposing to replace a fence in the right-of-way. Any structures within the right-of-way require an Encroachment Agreement. The City Council reviewed this proposal on November 18, 2025, and requested that the Historic Preservation Board provide input on the location. This led to some Work Session discussions about fences and other updates to the LMC. Staff is continuing to work through some of those Code Amendments and conduct research. In the meantime, it made sense to allow this project to move forward.

The applicant installed the fence 4 feet from the sidewalk without HDDR approval. Planner Covey shared an image of what was installed and noted that it covers the manhole cover. The applicant Site Plan was shared. The green line shows the edge of the sidewalk, the red line shows the fence, and the blue line shows the property line. She explained that the property line is 12 feet behind the sidewalk and the proposed fence encroaches into the right-of-way by approximately 8 feet 10 inches. That provides the 4-foot snow storage easement that Public Works and Engineering have discussed in the past. Both are supportive of that setback to mitigate snow storage concerns. However, the Engineering Department would require the fence to jog around the manhole cover for access.

Historically, the fences in the Historic District were set right against the sidewalk, but now there are a variety of locations for fences. Some are closer to the sidewalk and some are further. Planner Covey shared example images with the Board as well as a photograph of the previous fence at 1304 Park Avenue. There was a bit of a setback from the sidewalk and it did not follow the continuous line to the adjacent property. The Board is being asked to forward a recommendation to the City Council. There are several different options:

- The City Council allow the fence to be located 4 feet behind the sidewalk as proposed to account for snow storage concerns;
- The City Council require the applicant to locate the fence approximately 5 feet behind the curb to follow a straight line;
- The City Council require the applicant to locate the fence directly behind the sidewalk to mirror the location of historic fences;
- The City Council disallow the construction of a fence within the right-of-way.

Board Members further reviewed the images included in the presentation slides. Board Member Beatlebrox noted that during the Work Session discussions about fences, it was stated that a fence that can be seen through is preferable, but this particular fence is dense. Planner Covey clarified that the applicant installed the fence without HDDR approval from the Planning Department. If the City Council did allow for the fence to be in the right-of-way, there would still be a requirement that the applicant go through that process. As part of that process, there needs to be compliance with code requirements for fences, which involves a solid to void ratio. The new fence would be required to come into compliance.

Board Member Beatlebrox feels the fence needs to be out of the right-of-way. She asked whether the applicant would need to remove and replace the fence. Planner Zollinger explained that there is a two-step process in this case because the fence was built without the proper approvals. Board Member Gackle would rather see the fence in a more historic location. Assistant City Engineer, Becky Gutknecht, stated that openness does not necessarily help with snow storage. Whether it is a completely closed or partially voided fence, it is still not possible to push snow through with a plow, as it would damage the fence.

Chair Stephens pointed out that in this instance, the property line is at the front of the house. On City-owned property, the 4-foot setback for snow makes sense. Board Member Gackle would prefer the fence not to jog, so the 5-foot option might be preferable to the 4-foot option. Discussions were had about the location of the water meter and the manhole cover. Board Member Scott stated that the fence needs to be in compliance. Board Member Gackle asked whether the length of fence would make a notable difference as far as snow storage. Assistant Engineer Gutknecht clarified that while one individual property does not necessarily make a difference, incremental improvement over time can make a difference.

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

Director Ward mentioned the fence that is installed on the property currently. The recommendation is not to keep that, but to install a fence that is more like the design that was there previously. There seems to be consensus from the Board to update the code to make sure it is clear that there is a desire for more openness moving forward. That will be part of the recommendation shared with the City Council. The final recommendation that is needed from the Historic Preservation Board relates to the fence location at this property.

The Board discussed whether the recommendation should be for 4 feet or 5 feet. Director Ward stated that at 4 feet, there would be a jog in the fence. Chair Stephens suggested that 4 feet be the minimum, but the motion could state that there cannot be a jog in the fence. Board Member Noble asked if it would be possible to place a gate where the manhole cover is located in order to provide access without a jog in the fencing, which was confirmed. Assistant Engineer Gutknecht confirmed that a gate might be a solution, but that would need to be explored. Chair Stephens expressed concerns about accessing the area in the winter.

Director Ward explained that anything that goes into a City right-of-way requires an Encroachment Agreement. If there is utility work that needs to be done, but there is no access to the area, then the Encroachment Agreement could be removed. She noted that if there is a desire to allow a gate where the manhole is located, it could be made clear in the Encroachment Agreement that the gate will be removed if it does not remain operable.

The Historic Preservation Board further discussed the possible recommendations. Board Member Beatlebrox thought it was simpler to state that it should be located approximately 5 feet behind the curb to follow a straight line. That language is simple and clear for all involved. Planner Covey reported that the recommendation is only for this site. There will be future Work Sessions held so the Board can further discuss the Code Amendments.

MOTION: Board Member Beatlebrox moved to RECOMMEND that the City Council require the applicant to locate the fence approximately 5 feet behind the curb to follow a straight line, and to update the fence to be able to see through it, with spacing that is one half the width of the board. Board Member Holmgren seconded the motion.

VOTE: The motion passed with the unanimous consent of the Board.

B. 322 Main Street – Material Deconstruction – The Applicant Proposes a Rooftop and Rear Addition and Changes to the Front Facade of the Landmark Historic Structure in the Historic Commercial Business District. PL-24-06265.

Manager Martin presented the Staff Report and explained that this is a Material Deconstruction request at 322 Main Street. She reported that this is related to the Red Banjo Pizza building. The building is located at 322 Main Street and is a Landmark Historic Site in the Historic Commercial Business Zoning District. The existing building was constructed circa 1900 after the original building burned down in the fire of 1898. She shared an image of the reconstructed building circa 1900 with the original façade, which had six evenly spaced wood arches on the upper story and two symmetrical storefronts with storefront windows, inset doors, and glazed transom. The building underwent subsequent renovations, starting with a drastic change in the 1940s and 1950s. The building was clad in masonry veneer and tile and there were modifications made to the storefront windows.

There was a subsequent renovation in the 1960s with the era of the Red Banjo Saloon. The last major renovation was in 1976, during the Recreation and Tourism Era. The 1900s façade was brought back and the second story balcony was added. There have also been changes made to the storefront windows. In 1979, the building was listed on the National Register of Historic Places as part of the Park City Main Street Historic District. The Historic Site Form notes that it retains its historic integrity as a Landmark Historic Site. Manager Martin explained that because of all the changes over time, Planning Staff requested analysis by Stantec for a detailed site history and recommendation. Based on the Historic Preservation Consultant analysis, the recommended period of significance is 1976.

Manager Martin noted that the request for Material Deconstruction includes the following:

- Remove historic roof form (non-historic material) to accommodate a rooftop addition for expanded dining;
- Remove 320 square feet of the rear siding and the historic chimney to accommodate rear addition on Swede Alley for expansion of restaurant and two new dwelling units;
- Restore Historic Structure to 1976 form and modify primary facade to install windows;
- Side walls reinforced, facades maintained.

Material Deconstruction applications must comply with LMC 15-13. The majority of the requirements in this section of code are reviewed as part of the full HDDR, which requires Planning Director Final Action during an Administrative Public Hearing. The relevant sections that apply to this Material Deconstruction request include the Rooftop Additions and Rear Additions sections of the code as well as the subsection on windows in the Requirements for Primary Facades. The Rooftop Additions information was provided:

- Up to one story in height is allowed;
- Recessed from the primary character-defining facade to preserve the perception of historic scale, height, and facade of the historic structure;
- Recessed from the facade to a distance that is at least equal to the height of the historic facade or beyond the midpoint of the structure to ensure the rooftop addition is minimally visible from the right-of-way.

The proposed rooftop addition is one story in height and is recessed from the front façade, which meets the requirements of this section of code. The proposed rear addition on Swede Alley, which would necessitate the removal of approximately 320 square feet of the rear wall and brick chimney, complies with the requirements outlined in LMC 15-13-3(B)(4). Manager Martin reported that the addition must be reduced in scale as it approaches Swede Alley to maintain pedestrian character. The addition must also be subordinate and complementary to the Main Street façade, providing both a service access and a secondary access. The design must be simple in detail and complement the character of the historic building.

The rear addition would also necessitate the Material Deconstruction of the historic chimney. Pursuant to the LMC, historic chimneys and their decorative features are important character-defining features of historic buildings and shall be preserved and maintained. The applicant proposes to repurpose the chimney bricks to be used decoratively in the building. Staff finds that because this proposal meets the requirement of a rear addition along Swede Alley, the Material Deconstruction of the chimney should be approved. It was noted that the applicant proposes removing portions of the second story siding on the primary façade within the existing arches to install windows. Manager Martin posed the following questions:

- Does the Historic Preservation Board find Material Deconstruction of portions of the second story primary facade may be allowed, pursuant to the LMC?
- If so, Staff recommends a Condition of Approval be added to require that the Material Deconstruction of the second story materials be limited to windows that meet the solid to void ration of Historic Commercial Buildings as part of the HDDR.

Manager Martin shared additional images with the Board. She reported that Material Deconstruction applications must also be evaluated through the lens of Historic Integrity, as defined by the LMC. She shared seven criteria the Board will need to consider. Staff recommends the Board review the Material Deconstruction request for 322 Main Street to:

- Remove the historic roof form to accommodate a rooftop addition;
- Remove approximately 320 square feet of the historic siding and the brick chimney on the tertiary wall to accommodate a rear addition;
- Excavate 1 foot 6.5 inches deeper for upgrades to the foundation;

- Consider removal of portions of the second story historic material on the front facade to install windows.

Staff recommends the Historic Preservation Board conduct a public hearing and consider approving the Material Deconstruction based on the Findings of Fact, Conclusions of Law, and Conditions of Approval outlined in the Draft Final Action Letter. It was noted that Planner III, Lillian Zollinger, and the applicant representative, Bryan Markkanen are present.

Board Member Gackle asked for information about how the primary façade windows will look if the changes are approved. Mr. Markkanen explained that there will be a reliance on Planning Staff. There was an initial option that would not meet the criteria, so there has been some work done to update that for compliance. Board Member Gackle wanted to know if the applicant will return the windows to the 1900s look. Mr. Markkanen reported that the upper row windows are not replaceable, because the deck is now part of the historic 1976 version of the building. The proposal is to add some upper-level windows. The windows will not be replaced to look like any former iteration of this building, but will be replaced to something similar. Discussions were had about the visibility of the rooftop patio. Mr. Markkanen added that the existing chimney is proposed to become a decorative feature.

Chair Stephens asked if there are any issues with Material Deconstruction of the rear siding. There were no Board Member concerns. Chair Stephens next asked about Material Deconstruction on the second story on the front façade. He pointed out that the windows will be discussed more specifically during the HDDR process. Manager Martin shared information about a Condition of Approval listed in the Draft Final Action Letter.

Chair Stephens opened the public hearing.

Roxanne Toly shared comments on behalf of her family. The family roots in Park City go back to 1860. There is a deep understanding of how important history is to the community. In 1962, her parents started the Red Banjo, and today it is the longest running family-owned business. For more than 60 years, Red Banjo has been a place where locals, visitors, and families come together to celebrate birthdays, ski days, and everyday moments. Her family is ready to build on this legacy and create the next chapter of the Red Banjo. The vision is to expand the restaurant to accommodate more guests while continuing to honor the history of the community. She shared additional information about what is envisioned on the site. This is an owner-operated small business and there are no plans to ever sell the property.

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

MOTION: Board Member Holmgren moved to APPROVE Material Deconstruction at 322 Main Street, as this complies with LMC 15-11-12.5, 15-13-3, and 15-2.6, according to the following:

Findings of Fact:

1. 322 Main Street was constructed in 1899 to replace a building previously destroyed by the 1898 Park City fire. The wood-frame, one-part commercial block building facing west to Main Street was rebuilt to house a saloon in the south half and a confectionary in the north half.
2. An 1899 historic photograph indicates the primary façade had a decorative cornice, six evenly spaced wood arches on an upper story with no fenestration, and two symmetrical storefronts with storefront windows, inset doors, and glazed transom.
3. The façade of 322 Main Street was altered multiple times from the 1920s through the 1970s.
4. The building shifted to a single tenant by 1929 and operated as a pool hall.
5. Starting in 1945, it was operated as a tavern.
6. In the 1940s, the building façade was clad in tile at the first floor and brick veneer at the upper story. The glazed storefronts were removed and a centered double door was installed. The arches on the upper floor were covered.
7. In 1962, it became the Red Banjo first operating as a bar and then as a pizza restaurant, and the following year, was renovated.
8. It appears the 1960s renovation occurred when the building was used as the Red Banjo Saloon; the masonry and tile cladding was removed and most of the façade was covered in vertical boards. No windows are apparent on the building façade and there is an inset door.
9. In 1976, the structure was renovated and the cladding was removed, uncovering and restoring the upper floor six arches. On the ground floor, two 24-light windows were added to flank central double doors. A balcony supported by wood posts was appended to the façade. The building's dentiled cornice appears to have been retained throughout its history. The building retains its 1976 appearance.
10. According to the Intensive Level Survey, Red Banjo is the oldest continuously operating restaurant in Park City.

11. The 2019 Park City Main Street Historic District Boundary Increase National Register of Historic Places nomination includes a context for a Recreation and Tourism Era (1964-1980).
12. The 1960 Olympic games in Squaw Valley, California, led to a substantial increase in skiing and resorts across the United States.
13. In 1963, the United Park City Mines opened Treasure Mountain Resort (now Park City Mountain Resort).
14. Park City businesses shifted to cater to growing tourism and many owners began renovating their historic buildings. Concurrently, the City was embracing heritage tourism and was increasingly marketed as a historic mining town.
15. Pursuant to Land Management Code (LMC) § 15-11-12.5, the Historic Preservation Board reviews Material Deconstruction to accommodate additions, new construction, and structural upgrades. Material Deconstruction must comply with LMC Chapter 15-13 *Regulations for Historic Districts and Sites*.

Material Deconstruction of Historic Roof Form:

16. According to the Applicant's Physical Conditions Report, the structure of the roof is "being held up by a system of wood trusses that transfer loads to a centerline of beams and columns (lengthwise) and exterior walls. These members look to be in good condition though inspection by visiting the attic space was not explored." The Applicant proposes to remove the roof and retain the existing beam structure as a decorative feature and "[t]he existing truss system will be incorporated as possible with roof boards removed and used decoratively in other parts of the building." The roof's non-historic TPO membrane will be removed.
17. LMC § 15-13-3(B)(4)(d) outlines requirements for rooftop additions:
 - a. Up to one story in height is allowed.
 - b. They must be recessed from the primary character-defining façade to preserve the perception of the historic scale, height, and façade of the historic structure.
 - i. They must be recessed from the façade to a distance that is at least equal to the height of the historic façade or beyond the midpoint of the structure to ensure the rooftop addition is minimally visible from the right-of-way.

18. The request for Material Deconstruction is to remove the roof form to accommodate an additional story. Approximately 515 square feet will provide a 20.5-foot setback from the primary historic façade, a distance that is equal to the 20.5-foot height of the historic façade.

Material Deconstruction of Historic Rear Wall and Chimney:

19. There are no Setback requirements in the HCB Zoning District. As a result, whether a Swede Alley addition is connected to or adjacent to the Landmark Historic Structure, the existing side and rear façades will not be visible from rights-of-way.
20. According to the Applicant's Physical Conditions Report, the walls date to approximately 1900. The wall parallel to Swede Alley is "lasting and likely original covering is a wood drop novelty or dutch drop siding" and the wall parallel to Main Street "also employs drop novelty or dutch drop siding. When the building changed business operations from a bar to a pizza restaurant, a row of glass block was removed (or covered) and original siding exposed. With the restaurant switch, a deck was also added to the façade. On this façade, on both levels, faux columns were applied directly to the siding with arch projections walls on the deck level added to simulate a windowed effect. At a later date, a door was added to one of the arched areas to allow access to the deck."
21. Regarding protection of Historic Structures, LMC § 15-13-3(B)(4)(a) outlines regulations for additions to primary commercial structures:
 - a. They should be considered only after it has been demonstrated that the proposed use cannot be accommodated solely by altering interior spaces.
 - b. They shall be considered with caution and only on non-character-defining facades, usually rear.
 - c. They should be visually subordinate to historic buildings when viewed from the right-of-way.
 - d. They shall not require significant removal of historic material.
22. LMC § 15-13-3(B)(4)(c) states that a transitional element is not needed for commercial structures if the new addition is visually differentiated from the historic structure as viewed from the right-of-way through a shift in wall plane, a change in material or pattern, or by using other design elements. Additionally, in-line additions may be appropriate when the joint between the historic structure and new addition is not visible from the right-of-way.
23. The Applicant proposes leaving the south and north walls as is when the renovation occurs and upgrading the wall structures. The mural on the

north façade will remain as is (it is inaccessible) and no new window openings on secondary facades are proposed.

24. LMC § 15-13-3(B)(4)(e) outlines requirements for rear additions fronting Swede Alley:
 - a. They must be reduced in scale as they reach Swede Alley to maintain the pedestrian character.
 - b. They must be subordinate and complementary regarding public access and streetscape or character area amenities. Rear entrances shall accommodate both service activities and secondary access.
 - c. The facades shall be simple in detail and complement the character of the building's primary entrance on Main Street.
25. The applicant proposes leaving the rear foundation wall in place and removing approximately 320 square feet of the historic siding along Swede Alley. The rear wall includes a non-historic metal door with a half lite and three non-historic windows with double pane lites and composite construction, likely installed in 2008 or thereafter when the Historic District Grant was awarded for rear window replacement.
26. The addition will be required to comply with LMC § 15-2.6-7 *Swede Alley Development Criteria*, which establishes a step down toward Swede Alley at an angle of 45 degrees to a maximum height of 24 feet at the edge of the right-of-way and the final design must be simple in detail and complementary to the Main Street facade.
27. The rear wall includes a non-historic metal door with a half lite and three non-historic windows with double pane lites and composite construction, likely installed in 2008 or thereafter when the Historic District Grant was awarded for rear window replacement.
28. LMC § 15-3-3(B)(4)(j) states historic chimneys and their decorative features are important character-defining features of historic buildings and shall be preserved and maintained.
29. The Applicant's Physical Conditions Report notes the chimney on the rear wall is not documented but is very likely historic because "[s]tandard red brick was constructed as 16" square with infill brick used to connect to the structure. One could envision it being used as part of a heating system for the building in years past." The Applicant's Historic Preservation Plan states that the chimney could be retained but would be absorbed into the building and de-constructed. Rather, they propose retaining the bricks to

be used decoratively in the building. The metal component on top of the existing roof will be removed.

30. Because the proposal meets the requirements of rear additions along Swede Alley, the Material Deconstruction of the chimney is approved.

Material Deconstruction to Excavate an Additional 1-foot 6.5 Inches in Depth:

31. LMC § 15-13-3(B)(2)(a) requires the historic placement, orientation, and grade of a historic building to be retained and that historic foundations not be covered with new materials.
32. The Applicant's Physical Conditions Report notes the foundation consists of concrete masonry unit (CMU) blocks and the blocks may not be grouted for structural advantage. The Applicant proposes a separate structural system inside the existing CMU block walls and therefore complies with the LMC.
33. LMC § 15-3-3(B)(2)(a) states a basement addition shall generally not raise the historic structure more than two feet. The Applicant proposes excavating an additional 1-foot 6.5-inch deeper for the foundation upgrades and basement, but the historic structure will remain at its existing height.

Material Deconstruction of the Upper-Level Primary Façade for New Windows:

34. The Landmark Historic Structure windows on the front façade have undergone significant modifications over the years.
35. LMC § 15-13-3(A)(2)(b) states primary façade elements such as windows shall be preserved and maintained in their original location on the façade and interior changes that affect the appearance of the primary façade shall be avoided. However, LMC § 15-13-3(A)(2)(f) states that historic window openings that have been altered or lost over time be restored, but it is not appropriate to change the position, proportions, or dimensions of historic window openings. "When no physical or documentary evidence of original windows exists, replacement windows typically shall be of wood and shall complement the style of the historic structure."
36. The building no longer retains integrity of materials, workmanship, and design from its original appearance, and therefore, it is not significant as an 1899 commercial building in Park City. Rather, 322 Main Street retains its appearance from the 1976 renovation, completed during the City's era of recreation and tourism during the 1960s and 1970s when many mining era buildings were renovated to support increasing tourism.

37. Any removal of historic material associated with the second story must comply with the requirements of the LMC reviewed as part of the Historic District Design Review.

Conclusions of Law:

1. The Material Deconstruction complies with LMC § 15-11-12.5 *Historic Preservation Board Review for Material Deconstruction*.
2. The Material Deconstruction complies with addition regulations outlined in LMC § 15-13-3.
3. The Material Deconstruction complies with LMC Chapter 15-2.6 *Historic Commercial Business District*.

Conditions of Approval:

1. Final building plans and construction details shall reflect substantial compliance with the Historic Preservation Board March 4, 2026, approval for the Material Deconstruction of 322 Main Street. Any changes, modifications, or deviations from the approved plans that have not been approved in advance by the Planning and Building Departments may result in a stop work order.
2. The applicant is responsible for notifying the Planning and Building Departments prior to making any changes to approved plans.
3. Any changes, modifications, or deviations from the approved scope of work shall be submitted in writing for review and approval/denial in accordance with the applicable standards by the Planning Director or their Designee prior to construction.
4. The Applicant shall obtain HDDR approval from the Planning Director, or their Designee, prior to submitting a Building Permit application.
5. The excavation shall not raise or lower the Significant Historic Structure more than two feet from its original floor elevation.
6. The Historic Site shall be returned to original grade following the construction of a foundation. When the original grade cannot be achieved, generally no more than six inches of the new foundation shall be visible above Final Grade on the primary and secondary facades.
7. The site shall be re-graded so that all water drains away from the Structure and does not enter the foundation.

8. Historic materials removed from the Structure that are salvageable or in otherwise good condition shall be used to repair/replace irreparable materials on the Site.
9. The addition's height and Floor Area Ratio shall comply with LMC 15-2.6, Historic Commercial Business Zoning District regulations.
10. The applicant shall provide the City with a Financial Guarantee, in accordance with LMC § 15-11-19, to be recorded with the Summit County Recorder's Office prior to submitting a Building Permit application.
11. The Material Deconstruction of the second story materials be limited to windows that meet the solid to void ratio of historic commercial buildings as part of the Historic District Design Review (HDDR).

Board Member Beatlebrox seconded the motion.

VOTE: The motion passed with the unanimous consent of the Board.

8. ADJOURNMENT

MOTION: Board Member Holmgren moved to ADJOURN the Historic Preservation Board Meeting. Board Member Beatlebrox seconded the motion.

VOTE: The motion passed with the unanimous consent of the Board.

The Historic Preservation Board Meeting adjourned at approximately 7:49 p.m.

Historic Preservation Board Staff Communication



Subject: External Siding Materials for Buildings
in Residential Historic Districts
Author: Elissa Martin, Planning Project Manager
Date: April 1, 2026
Type of Item: Informational

Summary

The Historic Preservation Board (HPB) conducted a work session on March 4, 2026 to review progress that the Materials Advisory Committee has made on implementing the Land Management Code (LMC) 2025 amendment that provides ([Packet](#), Item 6.B; [Media](#)):

“New alternative materials and non-historic materials may be used on additions and new residential infill, pursuant to the Master List of Non-Historic Materials and Finishes on file with the Planning Department. New, alternative or non-historic materials are evaluated by the following characteristics:

- *Longevity (50-year lifespan),*
- *Energy performance,*
- *Durability in this climate,*
- *Fire Resistance,*
- *Environmental benefit and impact (high recycled content, locally sourced, life cycle impact, or cradle to grave impact),*
- *Compatibility with the character of the Historic District.”*

The above characteristics can be grouped into three overarching categories: durability, sustainability, and compatibility. Rather than publishing a list of specific manufacturer’s siding ‘products’, the Committee is developing a Materials Evaluation Framework to vet new and alternative siding products based on these three overarching categories.

The Materials Advisory Committee requests additional time to finalize a Materials Evaluation Framework before bringing it forward for adoption.

Background and Next Steps

The Materials Evaluation Framework establishes performance-based metrics and minimum thresholds that exterior cladding materials proposed for new residential construction within the Historic Districts must meet, to be added to the Master List of Materials on file with the Planning Department. Once the Materials Evaluation Framework is formally adopted, it will be published on the Planning Department’s website and can be accessed by the public. Applicants proposing new residential projects in the Historic Districts can use the framework to help guide them in selecting siding materials. Planning staff would still provide final approval of proposed siding materials during the Historic

District Design Review or Building Permit review. Once a specific manufacturer's siding product is vetted and approved for a project, it will be included on the internal list of approved 'siding products' for reference by Planning staff.

The Materials Advisory Committee met on December 16, 2025, January 14, 2026, February 10, 2026, and March 20, 2026, to develop the Materials Evaluation Framework.

During the March 4, 2026 HPB work session, Planning staff presented the draft framework developed by the Advisory Committee, to the HPB and received positive feedback on the direction the Committee was going ([Packet](#), Item 6.B; [Media](#)). During the work session, the HPB discussed two topics regarding compatibility of siding materials, which the Advisory Committee has not reached consensus on:

- 1) Interpretation of the LMC regarding the use of stone masonry as a siding material for new residential infill and addition to Historic Structures.
- 2) Interpretation of the LMC regarding the application of new and alternative materials on Historic Residential buildings.

The Advisory Committee has made further progress on developing the framework for evaluating materials but has yet to reach consensus on some of the performance metrics and minimum thresholds that would allow a material to be added to the Master List of Materials. Once the performance metrics have been solidified, the Committee would like to allow time for it to be tested in the field. The Advisory Committee will meet at least once more to review the framework and make adjustments prior to returning to the HPB for final adoption of the Materials Evaluation Framework.

Historic Preservation Board Staff Report



Subject: External Siding Materials for Buildings
in Residential Historic Districts
Author: Elissa Martin, Planning Project Manager
Date: April 1, 2026
Type of Item: Continuation Report

Recommendation

Staff recommends the Historic Preservation Board please open the public hearing and continue this item to a date uncertain to allow additional time for the Materials Advisory Committee to finalize the Materials Evaluation Framework.

Background The Materials Advisory Committee met on December 16, 2025, January 14, 2026, February 10, 2026, and March 20, 2026 to develop the Materials Evaluation Framework. While the Advisory Committee has made further progress on developing the framework for evaluating materials, they have yet to reach consensus on some of the performance metrics and minimum thresholds that would allow a material to be added to the Master List of Materials. Once the performance metrics have been solidified, the Committee would like to allow time for the framework to be tested in the field. The Advisory Committee will meet at least once more to review the framework and make adjustments prior to returning to the HPB for final adoption of the Materials Evaluation Framework in May.

Historic Preservation Board Staff Report



Subject: Historic District Grant Program
Authors: Historic Preservation Team
Date: April 1, 2026
Type of Item: Work Session

Recommendation

(I) Review staff recommendations for potential improvements to the Historic District Grant Program (HDGP), and (II) provide feedback to staff.

Acronyms

HDGP	Historic District Grant Program
HPB	Historic Preservation Board
ILS	Intensive-Level Survey
LMC	Land Management Code

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

Background

The Historic Preservation Board (HPB) held a work session on March 4, 2026, and forwarded a unanimous recommendation to City Council to increase the funding levels available for the HDGP. The HPB also provided Planning staff direction on additional topics to evaluate for making improvements to the HDGP. Please see the March 4, 2026 [HPB Meeting Packet](#) (Item 6.A) for additional information.

Planning staff has prepared additional research, information, and questions for the HPB as a follow-up discussion and anticipates further discussion in future Work Sessions regarding the HDGP.

Analysis

(I) Few other jurisdictions offer Historic Preservation grant programs to private property owners.

Staff researched similar Historic Preservation grant programs in other jurisdictions. Few similar programs exist in comparable communities that provide grants to private property owners for upgrades; most Historic Preservation grant programs are reserved for nonprofit organizations.

Below are details on the structure, eligible work, review criteria, and other aspects of three Historic Preservation grant programs available to private property owners in three western jurisdictions.

Boulder County, Colorado – Historic Landmark Rehabilitation Grants

Boulder County offers matching [Historic Landmark Rehabilitation Grants](#) up to \$10,000 for residential and non-residential properties. Up to \$50,000 is available for disbursement annually through the program.

Locally designated historic landmarks and contributing historic structures in local landmark districts are eligible for Boulder County's grant program. Eligible work includes:

- Rehabilitation of exterior elements, such as doors, porches, trim, siding, and roofs if these elements are constructed with approved historic materials
- Demolition of non-historic elements, such as steps, windows, and foundations

Applicants must submit a description of the project and proposed rehabilitation work, including documentation of individual features and details on the current conditions of the structure or features. Applicants must also submit an itemized cost estimate for the proposed work that corresponds to the features documented in the project description. The county reimburses the property owner after the project is completed.

Eugene, Oregon – Historic Property Restoration Grant

The City of Eugene offers a [historic property restoration matching grant](#) of up to \$1,000 to 5-10 grant applicants each year. Applicants must include photos of the site, details on materials, and a labor budget.

City staff and Historic Review Board members review the grant applications. Property owners must complete the proposed restoration project within one year, and the city disburses the funds after the project is completed and inspected by city staff.

Eligible work for Eugene's grant program includes:

- Restoring integrity of historic buildings by removing non-historic or incompatible building features and replacing them with features that were present historically;
- Replacing vinyl windows with historically appropriate wood windows;
- Repairing or replacing deteriorated historic materials including stairs, railings, columns, porches, roofs, siding, doors, and chimneys;
- Painting projects that increase the historic value of the structure.

The evaluation criteria for the Eugene program include:

- Project Value: *To what extent does the project improve the existing structure?*
- Project Design: *Is the design tasteful and consistent with the structure's original appearance?*
- Project Feasibility: *Is the project feasible given the proposed budget/timeline?*
- Significance/Integrity of Existing Structure: *Does the structure still have historic significance?*

Spokane, Washington – Façade Improvement Grants

The City of Spokane offers matching [Façade Improvement Grants](#) of up to \$5,000 for rehabilitation of historic facades. To be eligible, properties must be on the City's register of historic places.

Eligible work includes:

- Selective demolition of inappropriate siding material and rehabilitation of historic façades,
- Replacement of inappropriate windows with historically appropriate windows,
- Rehabilitation of historically appropriate awnings,
- Rehabilitation of historically appropriate exterior lighting fixtures,
- Replacement of missing historic features provided adequate documentation exists,
- Rehabilitation of historic doorways and storefronts,
- Repointing masonry,
- Repainting surfaces that were historically painted with appropriate color (no painting masonry),
- Rehabilitation of historic front porches, columns, and railings,
- Rehabilitation of native rock walls on the primary façade,
- Rehabilitation of historic windows and/or creation of storm windows,
- Design or engineering costs.

Applicants must submit a project description, proposed timeline, and contractor information. Applicants must also provide information on how the proposal meets the objectives of the program and why the grant funding is best spent on their proposal.

(II) Staff recommends updates to the list of eligible work items and grant evaluation criteria.

The HPB previously indicated support for revising the list of work items eligible for the HDGP, including the addition of landscaping, reconstructing or replacing foundations of Historic Structures, and environmental considerations, such as lead and asbestos abatement. The current eligibility requirements are as follows:

Eligible work may include interior and/or exterior repair, Preservation, Rehabilitation, or Restoration, including Historic Architectural features and structural elements, as well as mechanical systems. Depending on the existing conditions and specific project scope, some examples of eligible work include, but are not limited to:

- *Repairing/Restoring/replacing windows*
- *Repointing masonry*
- *Repairing or replacing roofs*
- *Painting exterior*
- *Electrical updating*
- *Upgrading mechanical systems*

- *Upgrading insulation*
- *Reconstructing Historic porches*
- *Restoring Historic features*

Ineligible Work includes, but is not limited to:

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

Landscaping of Historic Sites has not been an eligible work item funded by the HDGP in the past; however, supporting landscaping may have valuable benefits, including the beautification of a site to complement and showcase rehabilitated Historic Structures. If the HPB would like to consider including landscaping in the list of eligible work items, staff recommends eligible landscaping projects be limited to the front yard and may include plants and trees, restoration of historic steps, pathways, retaining walls, and fences, and other historic landscape features. Landscaping projects in the rear yard or new landscaping that is proposed as part of an addition to a Historic Structure would not be eligible.

While the current list includes “restoration of Historic features”, it does not specify whether that includes replacing or reconstructing foundations of Historic Structures. It is not uncommon for a Historic Structure to have been built without a foundation; it is highly common that a Historic Structure’s foundation does not meet code and is not stable. While replacing a foundation can be very expensive and grant funding may not be sufficient to cover 50% of the total costs, even covering a smaller portion of the costs can make a big impact on a property owner’s overall budget. Staff recommends adding foundation work and foundation replacement to the list of eligible work items.

Additionally, incentivizing the mitigation of environmental and health risks by providing grant funding for lead or asbestos abatement and installation of radon mitigation systems may enhance a Historic Site, making it habitable and increasing its preservation value overall. Staff recommends the HPB consider adding these items to the list of eligible work that can be funded by the HDGP.

(III) Staff recommends updating the HDGP application form to require additional information from applicants.

Currently, the HDGP application form requires the following items be submitted:

- ***Project Description*** describing the proposed scope of work, detailed specifications, and reason for applying for a Historic District Grant.
- ***Cost Estimate*** for the proposed work.

- **Breakdown of Proposed Work and Estimated Costs** of the proposed eligible improvements (page 6).
- **Proposed Timeline** of the proposed project (page 8).
- **Historic District Design Review** approval letter. Please contact the Planning Department if this has not been completed. The grant application will not be accepted without this approval letter.
- Schematic, conceptual **Drawings** as they apply to the proposed project. This may include but is not limited to site plans, elevations, and floor plans.
- **Color Photographs** of existing conditions. Include a general view of the building and setting, including the building in the context of the streetscape; the front; perspective view showing front façade and one side, and rear façade and one side; detailed view of affected work area.

Staff recommends updating the HDGP application form to require the following information from applicants:

- At least one professional bid for projects over \$10,000,
- Applicant narrative explaining how the proposed work will meet or address each of the HDGP evaluation criteria,
- Information on the intended Use of the property; i.e. if the property will be owner-occupied, a long-term rental or a Nightly Rental.

The current Evaluation Criteria used to score grant requests were established in Spring 2023 after several work sessions were conducted with the HPB. During the March 2026 HPB work session, board members expressed interest in revisiting the evaluation criteria to ensure that projects are awarded that align with the HDGP goals and objectives. The current criteria are as follows:

1. *Character defining historic elements of the structure and/or site will be preserved and/or restored as viewed from the primary right-of-way.*
2. *Proposed improvements to the site will positively impact the vitality of the historic context of the neighborhood.*
3. *Proposed design and scope of work uses best practices for the treatment of historic materials.*
4. *The historic features and elements of the structure and/or site will be enhanced by the proposed work.*
5. *Proposed work facilitates reversal of non-historic elements or alterations.*
6. *Priority is given to restoration and treatment of historic materials, rather than replacing historic materials and features in-kind.*

Staff recommends updates to criteria 2 and 4 to provide more specificity and clear metrics.

Based on the HPB's prior feedback, staff recommends the above changes to ensure the HPB can effectively evaluate incoming HDGP requests.

What other information should be required from applicants on the HDGP application form?

(IV) Topics for future discussion to improve the HDGP.

The following topics may be discussed at future work sessions:

1. Inclusion of ski-era resources, such as A-frames, in the HDGP.

The HPB previously expressed support for including ski-era resources, such as A-frame dwellings from the 1960s and 70s, as properties eligible for receiving Historic District Grants.

The 2025 General Plan does not provide further details on what properties or resources might be considered "ski-era resources" other than A-frames. However, the General Plan recommends completing an Intensive-Level Survey (ILS) to document the ski-era resources present in Park City. The results of the ILS may provide further clarification on ski-era resources that could be included in the HDGP.

Staff can provide further research into ski-era resources, as well as information on the potential for requiring property owners to dedicate a façade preservation easement as a condition of receiving a Historic District Grant for an A-frame, at a future work session.

2. Additional outreach to increase awareness of the HDGP

The Planning and Communications teams are planning the first annual Historic Preservation celebration event for Park City on May 8, 2026 at the McPolin Farm. The goal of this event is to celebrate and increase community awareness of Historic Preservation efforts in the City.

One objective for this event is to provide information about the HDGP and inform local property owners about the opportunity to apply for a Historic District Grant to improve Historic Sites. Staff could also encourage event attendees to take a survey to gather more feedback from the community on potential changes to the HDGP.

3. Revisiting lien requirements

Currently, recipients of Historic District Grants must enter into a lien agreement that requires the Grantor to repay the grant if the property is sold within five (5) years of the

grant award within thirty (30) days of closing the sale of the property, in the amount set forth below, plus interest:

Payment of principal, plus interest of twelve percent (12%) per year, compounded monthly, accruing from the date of disbursement of the grant:

- a) within one year, 100% of grant;
- b) within the second year, 80% of grant;
- c) within the third year, 60% of grant;
- d) within the fourth year, 40% of the grant;
- e) within the fifth year, 20% of the grant

Additionally, for grant awards in an amount of \$25,000 or more, a façade easement is required to be recorded on the property.

4. Evaluating cost share structure.

Currently, grants are awarded in an amount up to 50% of the total cost of the proposed project. Does the HPB find that this funding structure is appropriate or should alternative funding ratios be explored?

What other topics related to the HDGP would the HPB like to discuss at future work sessions?

Department Review

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

Historic Preservation Board Staff Report



Subject: 615 Woodside Avenue
Application: PL-26-06841
Author: Lillian Zollinger, Planner III
Date: April 1, 2026
Type of Item: Modification to Material Deconstruction

Recommendation

(I) Review the proposed Modification for 615 Woodside Avenue, a Significant Historic Site, to:

- disassemble and reassemble the historic roof structure,
- disassemble and reassemble the northeastern portion of the structure,
- remove and replace the wrap-around porch, and
- remove and replace the shed roof and the support beam of the sunroom,

(II) conduct a public hearing, and (III) consider approving the Modification based on the Findings of Fact, Conclusions of Law, and Conditions of Approval outlined in the draft Final Action Letter (Exhibit A).

Description

Applicant: Grand Love Shack LLC
Applicant Representative: Cole Knight, Elliot Work Group

Location: 615 Woodside Avenue, a Significant Historic Structure

Zoning District: Historic Residential – 1

Adjacent Land Uses: Residential, Open Space

Reason for Review: The Historic Preservation Board reviews and takes Final Action for Disassembly and Reassembly of a Historic Structure.¹

HDDR Historic District Design Review
HPB Historic Preservation Board
HR-1 Historic Residential – 1
HSI Historic Sites Inventory
LMC Land Management Code
SFD Single-Family Dwelling

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

Summary

The Applicant completed an exploratory demolition and review by a structural engineer

¹ LMC [§ 15-11-14](#)

at 615 Woodside Avenue, a Significant Historic Structure. Based on the engineer's findings (see Exhibit C) the Applicant requests a modification to the approval for the lifting of the Historic Structure and requests review of a partial panelization of the northeast side and entire roof. The Applicant also requests removing and replacing the front porch, a structural beam, and shed roof below the sunroom.

Background

615 Woodside Avenue (Lot 1 of the Walter-Daniels Amended Lot 2 Subdivision), known as Woodside Miner's Lodge or Old Miner's Lodge, is an unusual-shaped Lot accessed from Woodside Avenue.



Figure 1: 615 Woodside Avenue is highlighted in orange on a Zoning Map excerpt

615 Woodside Avenue is a Significant Historic Structure on the Park City [Historic Sites Inventory](#) (HSI).² According to the Sanborn Map, the Significant Historic Structure was constructed before 1889. The HSI notes the Structure was first used as a boarding house for miners and “the house at 615 Woodside Avenue does not closely resemble any of the common house types built during the historic Park City mining era. It was built during the historic era and retains some of the elements associated with that time period; however, it has undergone significant changes.”

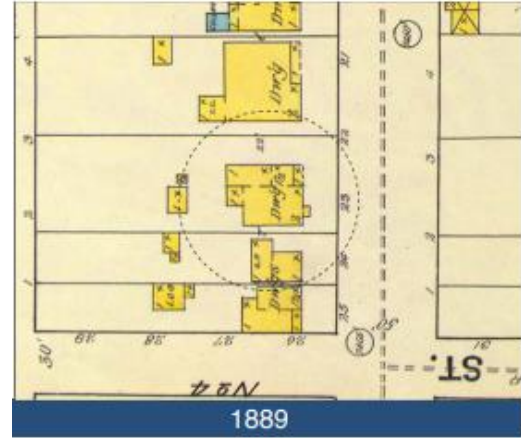


Figure 2: Sanborn Map

On November 6, 2024, the Historic Preservation Board (HPB) approved the lifting of the Historic Structure to construct a basement and garage, and to restore the sunroom windows on the front façade ([Agenda Item 6.B.](#), [Meeting Minutes](#)).

On February 20, 2025, the Planning Director approved the Historic District Design Review (HDDR) for the proposed addition ([Agenda Item 1.B.](#), [Meeting Minutes](#)).



Figure 3: 615 Woodside Avenue rendering provided by the Applicant.

² LMC [§ 15-11-10\(D\)\(2\)\(gi\)](#)

Analysis

(I) The Applicant requests approval to panelize the roof and the northeastern portion of the Significant Historic Structure.

The Applicant requests the Historic Preservation Board approve the partial panelization of the Significant Historic Structure to disassemble and reassemble the entire roof and the northeastern portion of the Structure.

The HPB reviews panelization requests for compliance with LMC [§ 15-11-14](#) *Disassembly And Reassembly Of A Historic Building Or Historic Structure*.

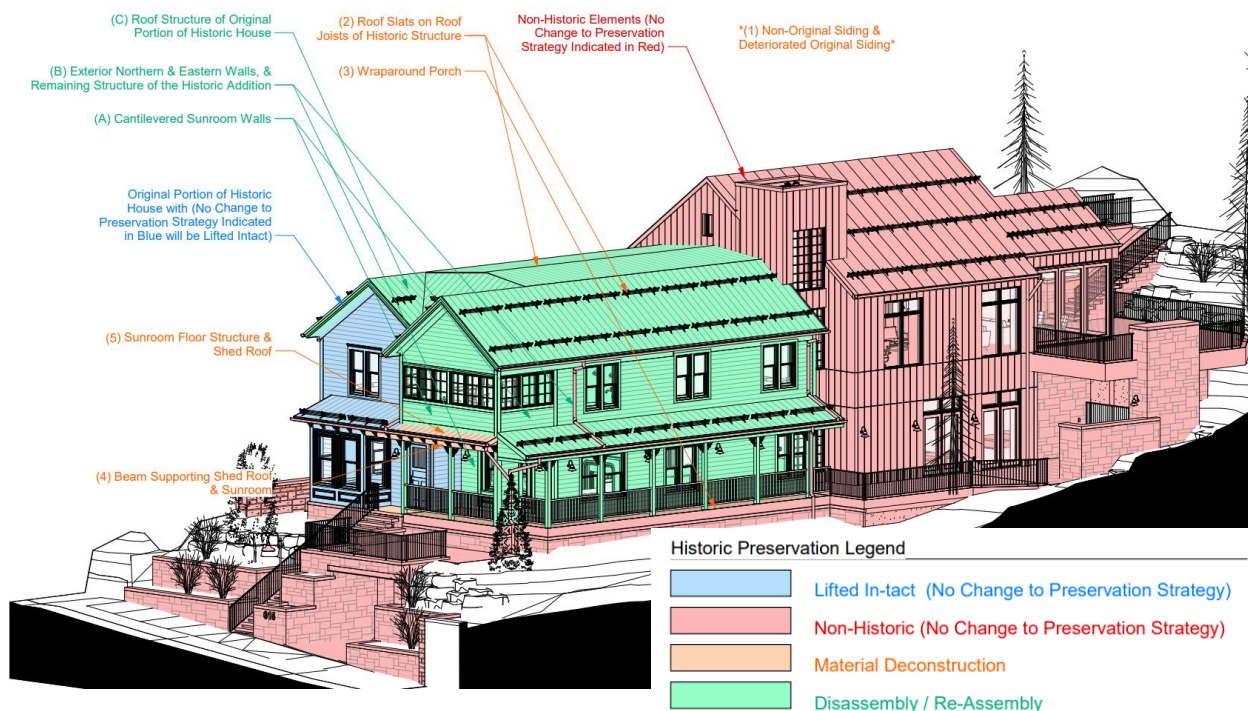


Figure 4: Applicant's proposed panelization plan with items to be panelized highlighted in green.

LMC [§ 15-11-14\(A\)\(1\)](#) requires that a licensed structural engineer has certified that the Historic Structure cannot be reasonably moved intact.

The Applicant provided an engineer's report from Mission Structural to outline the Historic Structure's physical condition (see Exhibit C). The report notes:

"Preserving the original miner's cabin is a priority. Due to the combined mass, it is not feasible to lift both historic structures simultaneously. The safest method for lifting involves reducing the mass of the structures. To address these unique conditions, the following strategy is proposed:

1. Lift only the original miner's cabin.
2. Panelize the two historic addition walls that are attached to the miner's cabin, which comprise the additional historic structure.

3. Disassemble and reassemble the wrap around porch and shed roof.
4. Disassemble and reassemble the cantilevered sunroom attached to the two historic walls.
5. Disassemble and reassemble the two historic roofs

Panelizing the two historic walls enables the miner's cabin to be lifted as a single unit. This method also creates additional workable space for contractors, which is essential due to the limited footprint of the site and ensures safe conditions for preserving the miner's cabin.

The historic roofs are constructed from under-designed 2x sections, with many roof joists showing signs of cracking, charring, and warping. The roof connects to both the miner's cabin and the historical wall additions. Removal and reassembly of the historic roofs allow for panelization of the two historic wall additions, reduction of the overall mass, creation of workable space, and the safe lifting of the miner's cabin as a single unit."

LMC [§ 15-11-14\(A\)\(2\)](#) states, "The Historic Preservation Board determines, with input from the Planning Director and the Chief Building Official, that unique conditions and the quality of the Historic Preservation Plan warrant the proposed disassembly and reassembly..." Exhibit E outlines the Planning Director and Chief Building Official's recommended approval for the proposed partial panelization.

The Applicant will still lift the southeastern portion of the Significant Historic Structure in place, as previously approved. Approval of the partial Panelization will allow for the construction of the approved basement addition while maintaining the southeastern portion in its original location.

In the updated Applicant's Historic Preservation Plan (see Exhibit D), the Applicant notes:

"Due to the severely degraded condition of the level 1 floor structure, and the discontinuity of the structure between the Northeast and Southeast areas of the historic portion of the house, attempting to lift the historic portion of the house intact poses a significant risk to life safety on the job site.

The interior walls and floors of the original Southeast portion of house will be reconstructed. Interior wall locations will be modified, and structural improvements will be made based on the new vertical circulation and room layout.

The primary structural framing and exterior walls of the original portion of the house, including the architectural bay window, roof canopy, and entryway of the original Southeastern portion of the historic house, and the original South Wall will be preserved on site where it currently exists. These elements will be lifted and set on new foundations and floor structure. The exterior siding and

architectural trim elements of this facade will be replaced where they have been degraded beyond repair. All existing siding, molding, and architectural trim elements which have not been degraded beyond repair will be rehabilitated and utilized for the reconstruction of this wall.

The roof structure on the original Southeast portion of the house will be disassembled and reassembled to match the current roof forms.”

(II) The Applicant requests approval to remove and replace the wraparound porch, a structural beam and shed roof below the sunroom, of the Significant Historic Structure.

The Historic Preservation Board reviews Material Deconstruction of Historic Materials to accommodate additions, new construction, and structural upgrades pursuant to LMC [§ 15-11-12.5\(A\)\(2\)](#) and LMC [§ 15-13-2 Regulations for Historic Residential Sites](#).

The Applicant requests approval to remove and replace the wrap-around porch located on the northeastern portion of the Historic Structure, as well as the beam and shed roof supporting the sunroom.



Figure 5: Applicant's proposed material deconstruction with items to be removed and replaced highlighted in orange.

The engineer's report states:

“The wrap around porch, shed roof, and cantilevered sunroom cannot be lifted as they are not attached to the miner's cabin but to the two historic wall additions. The materials used in these elements are inadequate and unsafe, requiring upgrades to meet code standards. Disassembling and reassembling these components allows for the installation of proper structural members and connections, facilitating the lifting of the miner's cabin as one unit.”

LMC [§ 15-13-2\(B\)\(2\)\(b\)](#) states, “[a] historic site shall be returned to original grade following construction of a foundation. When the original grade cannot be achieved, generally no more than six inches (6”) of the new foundation shall be visible above final grade on the primary and secondary facades. The form, material, and detailing of a new foundation shall be similar to the historic foundation (when extant) or similar to foundations of nearby historic structures.” The new proposed stone-clad foundation

shall not be visible by more than six inches (see Condition of Approval 5).

LMC [§ 15-13-2\(B\)\(2\)\(g\)](#) regulates historic porches and states:

1. Preserve and maintain a historic porch by preserving the existing location, form, proportion, details, posts, railing, and stairs.
2. Repair deteriorated historic elements of the porch. Replacement porch elements are allowed only when it can be shown that the historic elements are no longer safe and/or serviceable and cannot be repaired to a safe and/or serviceable condition. Replacement elements shall exactly match the historic elements in size, dimensions, form, profile, and material.
3. Substitute decking materials such as fiber cement or plastic-wood composite floor boards shall not be used unless they are made of a minimum of 50% recycled and/or reclaimed materials. In addition, the applicant must show that the physical properties of the substitute material—expansion/contraction rates, chemical composition, stability of color and texture, compressive or tensile strength—have been proven to not damage or cause the deterioration of adjacent historic material.
4. It may be appropriate, in some cases, to reconstruct historic porches. Replacement porches shall be constructed of materials and in styles that are compatible with the structure to which they are attached. When possible the reconstructed porch shall be based on physical or documentary evidence; when no such evidence exists, the design shall be based on historic porches found on comparable historic structures.
5. While modifications to porch posts and balustrades may be necessary to meet current code requirements, these elements shall not be substantially different in size and proportion than those seen historically.
6. It is not appropriate to add decorative porch elements that are not known to have been used on a particular historic structure or on similar historic structures.

The Applicant's updated Historic Preservation Plan (Exhibit D) notes:

"The porches on the front historic portion of the building will be disassembled, and all existing elements will be preserved and reassembled or reconstructed as indicated below:

Deck boards and deck structure: Deck boards and structure are non-historic and will be replaced

Wood columns: Wood columns will be repaired, refinished, and preserved. Any columns which are severely degraded due to moisture damage or otherwise will be replaced with new columns to match the existing.

Wood railings: The wood railing will be repaired, refinished, and preserved.

Board & batten siding: Board and batten skirt boards on deck will be removed and replaced with new deck fascia boards. Concrete walls which support the deck will be clad with stone masonry.

Roof canopy over North deck: This roof canopy will be structurally disassembled and reassembled.

Shed roof over front porch & supporting beam: The beam and shed roof will be

deconstructed and reconstructed.

Tongue and groove boards: tongue and groove boards are not historic and will be replaced.”

The proposed plan for the replacement of the porch complies with the LMC requirements outlined above.

(III) Financial Guarantee Required

Pursuant to LMC [§ 15-11-9](#), a Financial Guarantee is required prior to the issuance of a building permit.

On October 6, 2025, the Applicant recorded a Financial Guarantee and on October 14, 2025, a building permit was issued. The Historic Preservation Plan has been updated to reflect the changes to the proposed work and will be reviewed for compliance prior to the completion of the project.

Department Review

The Planning Department, Executive Department, and City Attorney’s Office reviewed this report.

Notice

Staff published notice on the City’s website and the Utah Public Notice website, and posted notice to the property on March 18, 2025. Staff mailed courtesy notice to property owners within 300 feet on March 18, 2025. The *Park Record* published notice on March 18, 2025.³

Public Input

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

Alternatives

The Historic Preservation Board may:

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

Exhibits

A: Draft Final Action Letter

B: Applicant’s Narrative

C: Structural Approach for Lifting and Preservation Letter

D: Updated Historic Preservation Plan

E: Chief Building Official and Planning Director Determination

³ LMC [§ 15-1-21](#)



Planning Department

April 1, 2026

Cole Knight
(435) 640-7964
cknight@elliottworkgroup.com

CC: Grand Love Shack, LLC

NOTICE OF HISTORIC PRESERVATION BOARD ACTION

Description

Address: 615 Woodside Avenue

Zoning District: Historic Residential – 1

Application: Modification to Material Deconstruction and Panelization

Project Number: PL-26-06841

Action: APPROVED WITH CONDITIONS (See Below)

Date of Final Action: April 1, 2026

Project Summary: The Applicant proposes to disassemble and reassemble the historic roof structure, disassemble and reassemble the northeastern portion of the structure, remove and replace the wrap-around porch, and remove and replace the shed roof and the support beam of the sunroom.

Action Taken

On April 1, 2026, the Historic Preservation Board conducted a public hearing and approved the modification to Material Deconstruction and partial panelization of the Significant Historic Structure according to the following Findings of Fact, Conclusions of Law, and Conditions of Approval:

Findings of Fact

1. 615 Woodside is a Significant Historic Structure and was constructed sometime before 1889.
2. 615 Woodside Avenue is in the Historic Residential – 1 Zoning District and is Lot 1 of the Walter-Daniels Amended Lot 2 Subdivision.



Planning Department

3. The Applicant proposes to disassemble and reassemble the historic roof structure, disassemble and reassemble the northeastern portion of the structure, remove and replace the wrap-around porch, and remove and replace the shed roof and the support beam of the sunroom.
4. On February 15, 2026, Courtney Fleming from Mission Structural completed a Structural Approach for Lifting and Preservation Report that evaluated the Historic Structure.
5. The Applicant has shown that no windows on the Historic Structure are historic or wood, therefore aluminum-clad wood windows are allowed to be installed on the Historic Structure pursuant to LMC § 15-13-2(B)(2)(d).
6. The HPB reviews panelization requests for compliance with LMC § 15-11-14, Disassembly And Reassembly Of A Historic Building Or Historic Structure, and LMC § 15-13-4(B)(1), Disassembly & Reassembly of All or Part of a Historic Structure.
 - a. LMC § 15-11-14(A)(1) requires that a licensed structural engineer has certified that the Historic Structure cannot be reasonably moved intact.
 - i. The Applicant provided an engineer's report from Mission Structural that stated, "Due to the combined mass, it is not feasible to lift both historic structures simultaneously."
 - b. LMC § 15-11-14(A)(2) requires the Historic Preservation Board to determine, with input from the Planning Director and the Chief Building Official, that unique conditions and the quality of the Historic Preservation Plan warrant the proposed disassembly and reassembly.
 - i. On March 11, 2026, the Planning Director and Chief Building Official determined that unique conditions and the quality of the Historic Preservation Plan warrant the proposed disassembly and reassembly.
 - c. LMC § 15-13-4(B)(1) requires the Applicant thoroughly document the disassembly of the Historic Structure.
7. The HPB reviews Material Deconstruction requests for compliance with LMC § 15-11-12.5 and LMC § 15-13-2.
 - a. The proposed deconstruction of the deck and roof requires compliance with LMC § 15-13-3, wherein, the existing porch material and details shall be preserved. Where historic materials cannot be kept or repaired, replacement elements shall match the historic elements exactly.



Planning Department

8. Pursuant to LMC § 15-11-9, a Financial Guarantee is required prior to the issuance of a building permit.
 - a. On October 6, 2025, the Applicant recorded a Financial Guarantee and on October 14, 2025, a building permit was issued.

Conclusions of Law

1. The proposal complies with the Land Management Code requirements pursuant to LMC § 15-11-9, *Preservation Policy*.
2. The proposal, as conditioned, complies with the Land Management Code requirements pursuant to LMC § 15-11.12-5, *Historic Preservation Board Review for Material Deconstruction*.
3. The proposal, as conditioned, complies with the Land Management Code requirements pursuant to LMC § 15-11-14, *Disassembly And Reassembly Of A Historic Building Or Historic Structure*.

Conditions of Approval

1. Final building plans and construction details shall reflect substantial compliance with the modified Historic Preservation Board approval dated April 1, 2026, for the partial Panelization of the northeastern side, Panelization of the roof and Material Deconstruction of 615 Woodside Avenue. Any changes, modifications, or deviations from the approved plans that have not been approved in advance by the Planning and Building Departments may result in a stop work order.
2. The applicant is responsible for notifying the Planning and Building Departments prior to making any changes to approved plans.
3. Any changes, modifications, or deviations from the approved scope of work shall be submitted in writing for review and approval/denial in accordance with the applicable standards by the Planning Director or their Designee prior to construction.
4. The basement addition shall not raise or lower the Significant Historic Structure more than two feet from its original floor elevation.
5. The Historic Site shall be returned to original grade following the construction of a foundation. When the original grade cannot be achieved, generally no more than six inches of the new foundation shall be visible above Final Grade on the primary and secondary facades.
6. This approval requires stabilization and protection for the lifting of the historic structure. The Applicant under this approval is required to stabilize the structure for the lift. Any material deconstruction beyond the scope of this final action letter



Planning Department

is prohibited without obtaining Chief Building Official, Planning Director, and Historic Preservation Board Review.

7. Historic materials removed from the Structure that are salvageable or in otherwise good condition shall be used to repair/replace irreparable materials on the Site.
8. The Significant Historic Structure must be reassembled using the original materials that are found to be safe and/or in serviceable condition in combination with new materials.
9. The Significant Historic Structure shall be reassembled in its original form, location, placement, and orientation.
10. The disassembly of the Historic Structure shall be documented and comply with LMC § 15-13-4(B)(1) requirements.

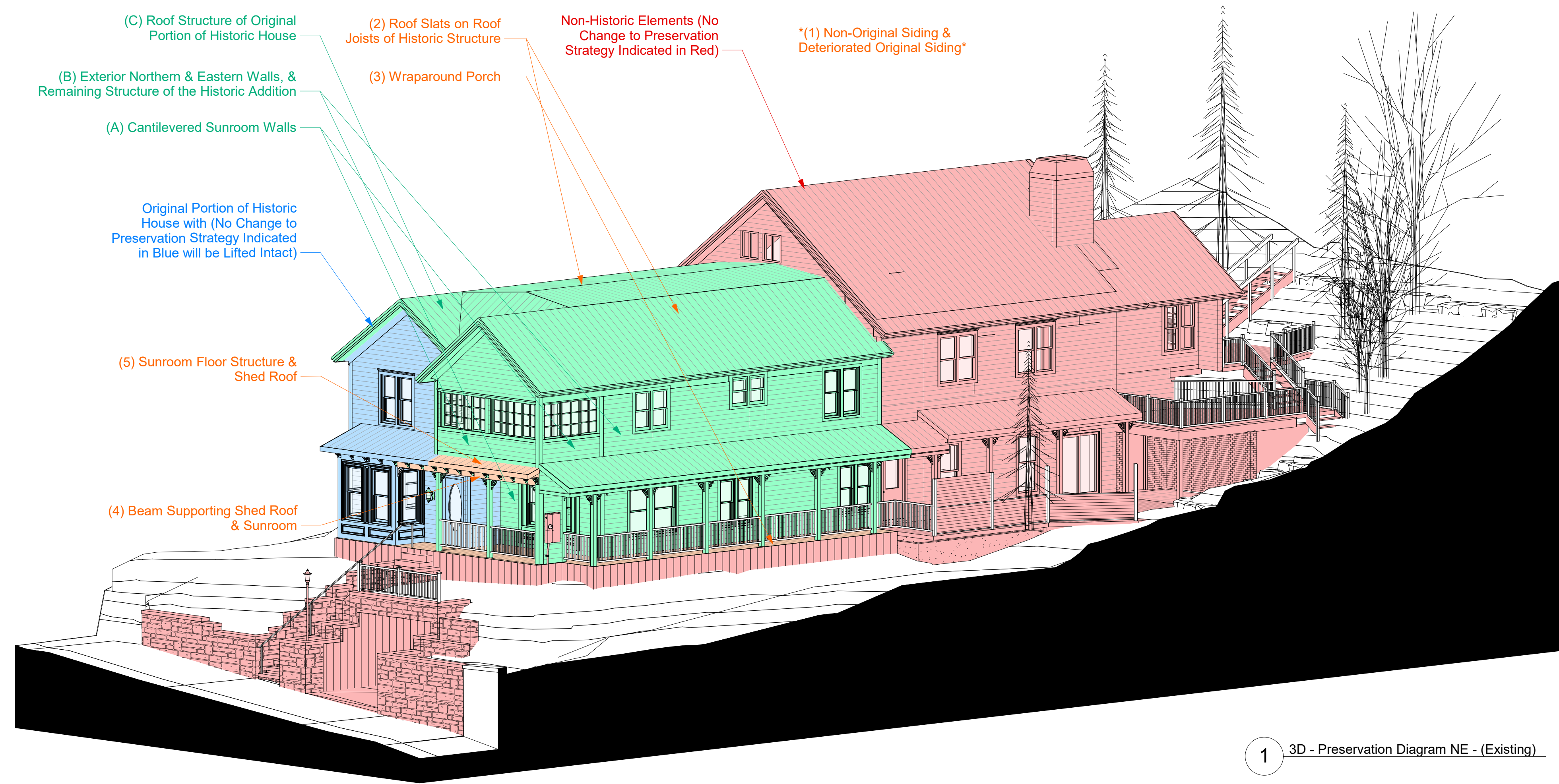
This Final Action may be appealed pursuant to LMC § 15-1-18. If you have questions or concerns regarding this Final Action Letter, please call (435) 615-5068 or email lillian.zollinger@parkcity.gov.

Sincerely,

Douglas Stephens, Historic Preservation Board Chair

CC: Lillian Zollinger, Project Planner

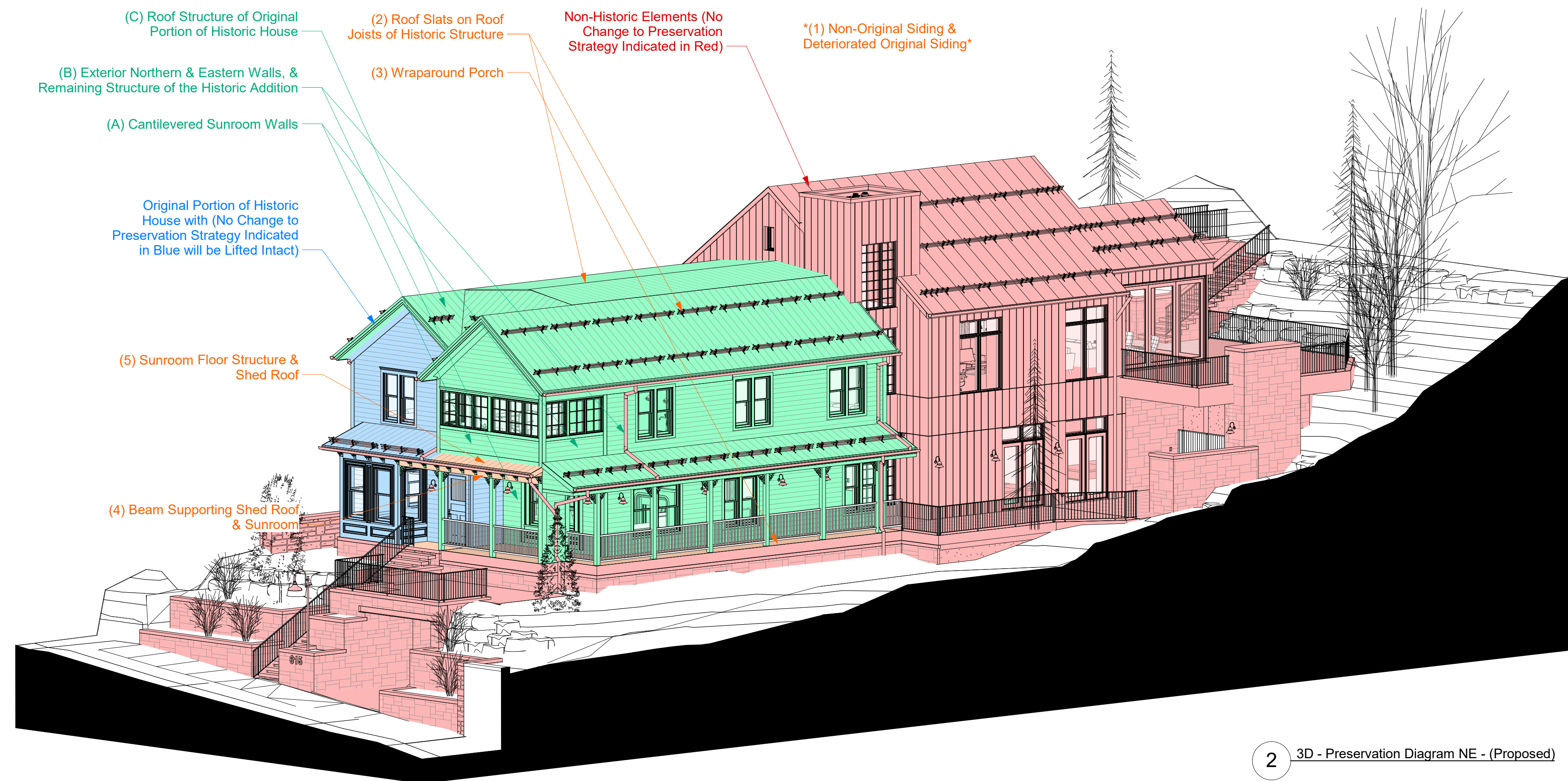
Attachment 1 – Proposed Plans



1 3D - Preservation Diagram NE - (Existing)

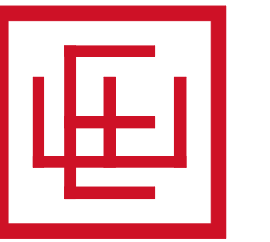
Historic Preservation Legend

	Lifted In-tact (No Change to Preservation Strategy)
	Non-Historic (No Change to Preservation Strategy)
	Material Deconstruction
	Disassembly / Re-Assembly



2 3D - Preservation Diagram NE - (Proposed)

ELLIOTT WORKGROUP LLC
 1441 West Ute Blvd. Suite 100
 Park City, Utah 84098
 435-649-0092 or 801-415-1839
 elliottworkgroup.com



Jean & Travis Ault
Grand Love Shack

615 Woodside
 Park City, UT 84060

Construction Documents

Rev.	Date	Description
------	------	-------------

ISSUE DATE: 2026.01.30
 OWNER PROJECT NO: .
 CONTRACT NO: .
 DRAWN BY: dCk
 CHECKED BY: EWG
 DESIGNED BY: EWG
 EWG PROJECT NO: 2022.091
 COPYRIGHT: Elliott Workgroup, LLC

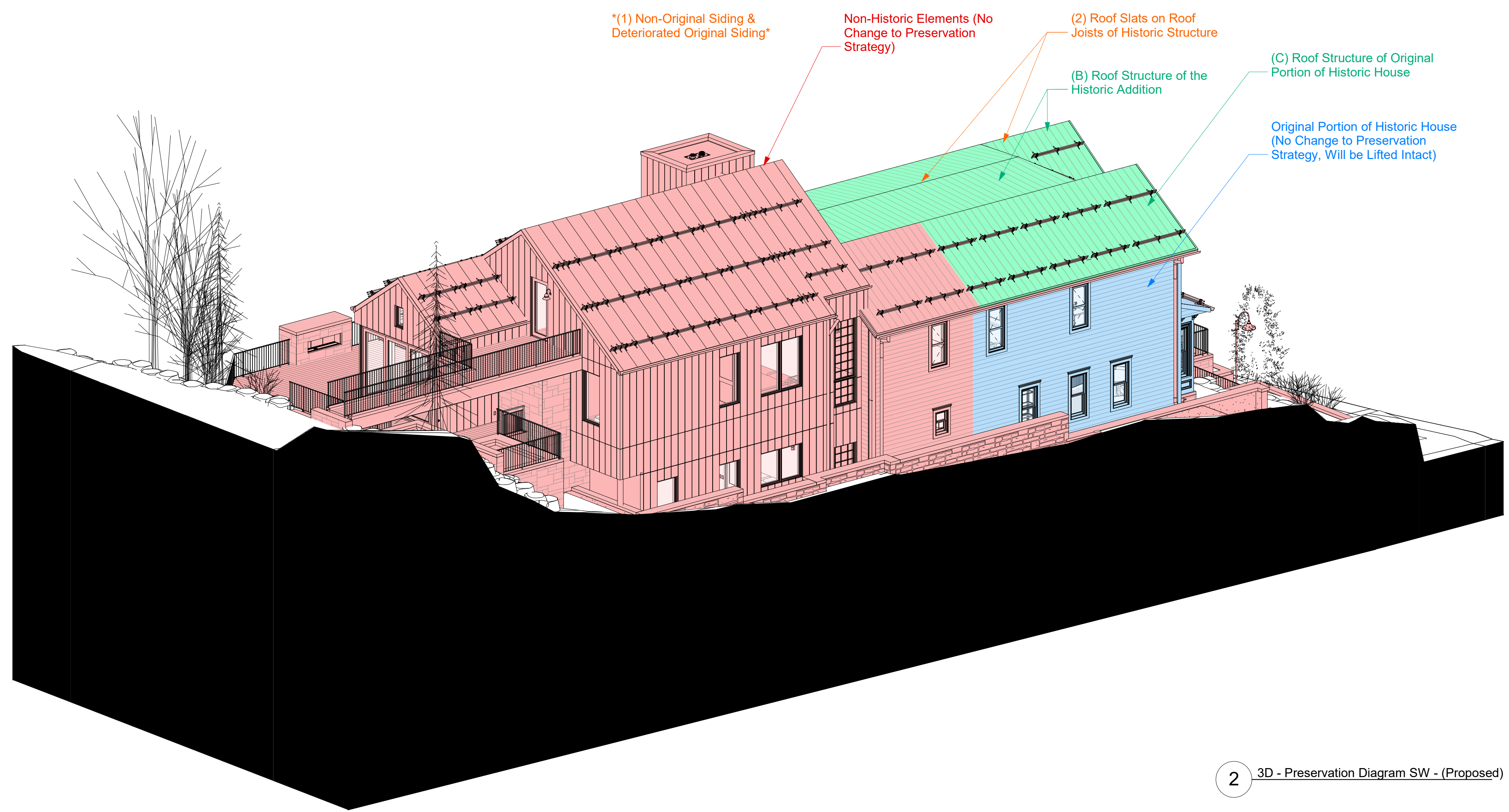
SHEET TITLE

3D Isometrics

G-011



1 3D - Preservation Diagram SW - (Existing)

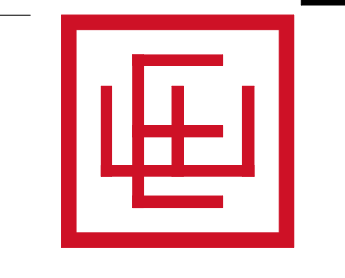


2 3D - Preservation Diagram SW - (Proposed)

Historic Preservation Legend

	Lifted In-tact (No Change to Preservation Strategy)
	Non-Historic (No Change to Preservation Strategy)
	Material Deconstruction
	Disassembly / Re-Assembly

ELLIOTT WORKGROUP LLC
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 Construction Documents

Rev.	Date	Description
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ISSUE DATE: 2026.01.30
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 COPYRIGHT: Elliott Workgroup, LLC

SHEET TITLE
 3D Isometrics
G-012

Autodesk Docs://2022-01 615 Woodside/22-091 615 Woodside - HDDR Opt.1.rvt 2/24/2026 3:33:40 PM

Project: 615 Woodside
 Document: Application for Modificaiton of Historic Preservation Approval
 Date: February 4, 2026

This is an application for a modification of the February 20th, 2025, Historic Preservation Board approval to lift the historic structure, construct a new basement and garage, and renovate the structure.

Since receiving a building permit, the contractor has been performing interior demolition of non-structural elements and reinforcing the existing structure to prepare for the building to be lifted. Over the course of interior demolition, portions of the building have been identified by the contractor and structural engineer which necessitate revised strategies for preservation, for reasons of life safety, protection of historic materials, and construction feasibility.

A description of the conditions of concern, as well as revised preservation strategies for each area are outlined in this document with reference to the appropriate sections of Park City’s Land Management Code. Items 1 – 6 are proposed under section “15-11-12.5 Historic Preservation Board Review For Material Deconstruction”. Items A – C are proposed under section “15-11-14 Disassembly And Reassembly Of A Historic Building Or Historic Structure”.

Code sections 15-11-12.5, and 15-11-14 are listed below, with the clauses highlighted which provide the specific criteria for compliance of the proposed preservation strategies.

15-11-12.5 Historic Preservation Board Review For Material Deconstruction

A. All Applications for Material Deconstruction involving any Building(s) (main, attached, detached, or public, Accessory Buildings and/or Structures designated to the Historic Sites Inventory as Landmark or Significant shall be subject to review and approval, approval with conditions, or denied by the following Review Authorities:

1. The Planning Director or his/her designee shall review the following:

a. Routine Maintenance, including, but not limited to:

- (1) Re-Roof;
- (2) Chimney repair;
- (3) Foundation repair; or
- (4) Replacement or repair of the following:
 - (A) Historic wood features;
 - (B) Door or Window replacement; and
 - (C) Historic Site Features.

b. Removing or Replacing Non-Historic Features.

2. The Historic Preservation Board shall review the following:

a. Removal of Historic Material to Accommodate New additions, New Construction, or Structural Upgrades.

Prior to issuance of a Building Permit for any Material Deconstruction work, the Review Authority shall review the proposed plans for compliance with Chapter 15-13 Regulations For Historic Districts and Historic Sites.

B. Material Deconstruction Reviews are subject to the following review process:

1. **COMPLETE APPLICATION.** The Owner and/or Applicant for any Property shall be required to submit a Historic Preservation Board Review For Material Deconstruction for proposed work requiring a Building Permit in order to complete the work.



2. **NOTICE.** Upon receipt of a Complete Application, but prior to taking action on any Historic Preservation Board Review for Material Deconstruction application, the Planning staff shall provide notice pursuant to Section 15-1-12 and 15-1-21.
3. **PUBLIC HEARING AND DECISION.** Following the public notice period noted in Section 15-1-21, the Historic Preservation Board and/or the Planning Director or designee shall hold a public hearing and make written findings, conclusions of law, and conditions of approval or reasons for denial, supporting the decision and shall provide the Owner and/or Applicant with a copy.

15-11-14 Disassembly And Reassembly Of A Historic Building Or Historic Structure

It is the intent of this section to preserve the Historic and architectural resources of Park City through limitations on the disassembly and reassembly of Historic Buildings, Structures, and Sites.

A. CRITERIA FOR DISASSEMBLY AND REASSEMBLY OF THE HISTORIC BUILDING(S) AND/OR STRUCTURE(S) ON A LANDMARK SITE OR SIGNIFICANT SITE. In approving a Historic District or Historic Site design review Application involving disassembly and reassembly of the Historic Building(s) and/or Structure(s) on a Landmark Site or Significant Site, the Historic Preservation Board shall find the project complies with the following criteria:

1. A licensed structural engineer has certified that the Historic Building(s) and/or Structure(s) cannot reasonably be moved intact; and
2. At least one of the following:
 - a. The proposed disassembly and reassembly will abate demolition of the Historic Building(s) and/or Structure(s) on the Site; or
 - b. The Historic Building(s) and/or Structure(s) are found by the Chief Building Official to be hazardous or dangerous, pursuant to Section 116.1 of the International Building Code; or
 - c. The Historic Preservation Board determines, with input from the Planning Director and the Chief Building Official, that unique conditions and the quality of the Historic Preservation Plan warrant the proposed disassembly and reassembly; unique conditions include but are not limited to:
 - (1) If problematic site or structural conditions preclude temporarily lifting or moving a building as a single unit; or
 - (2) If the physical conditions of the existing materials prevent temporarily lifting or moving a building and the applicant has demonstrated that panelization will result in the preservation of a greater amount of historic material; or
 - (3) All other alternatives have been shown to result in additional damage or loss of historic materials.

Under all of the above criteria, the Historic Structure(s) and or Building(s) must be reassembled using the original materials that are found to be safe and/or serviceable condition in combination with new materials; and

The Building(s) and/or Structure(s) will be reassembled in their original form, location, placement, and orientation.

B. PROCEDURE FOR THE DISASSEMBLY AND REASSEMBLY OF A LANDMARK SITE OR A SIGNIFICANT SITE.

All Applications for the disassembly and reassembly of any Historic Building(s) and/or Structure(s) on a Landmark Site or a Significant Site within the City shall be reviewed by the Historic Preservation Board pursuant to Section 15-11-12 of this Code. If an Application involving the disassembly and reassembly of Historic Building(s) and/or Structure(s) on a Landmark Site or a Significant Site also includes relocation and/or reorientation of the reassembled Historic Building(s) and/or Structure(s) on the original Site or another Site, the Application must also comply with Section 15-11-13 of this Code.



Proposed Items for Revised Preservations Strategy Under Section 15-11-12.5 Historic Preservation Board Review For Material Deconstruction:

1. The non-original siding & deteriorated siding on the historic structure is to be replaced with new wood siding which matches the original historic siding.

The siding on the non-original portion of the house is of a different cut profile than the original historic siding. To better represent the original historic construction, it is proposed that any siding on the historic portion of the building which does not match the original siding is to be removed and replaced with siding that does match the original historic siding. Additionally, portions of the original siding are deteriorated beyond repair due to weather damage and rot. Original siding which is identified to be deteriorated beyond repair is proposed to be removed and replaced with new siding to match the original.

The proposed material deconstruction of deteriorated siding and siding which does not match original siding is allowed under Historic Preservation Board review per the following section of the land management code:

LMC 15-11-12.5(A)(1)(a)(4)(A) Historic wood features;

2. The roof slats on roof joists of historic roof structure are to be removed and replaced with new roof sheathing.

The current roof joists are permanently warped and failing, most likely due to the structural inadequacy of the roof structure to support the snow loads of the roof. This has resulted in concave deformities in the roof plane. To meet the snow load requirements, additional roof members must be added. To allow proper bearing and fastening between the roof sheathing and the new roof joists, the deformities in the roof plains must be corrected. To achieve this, the existing roof slats need to be removed and replaced atop the new roof joists.

The current roof slats have also sustained moisture and fire damage, which has degraded their structural integrity, and pose a health hazard due to mold. During the process of deconstructing the roof planes, the roof slats will be assessed and those which are beyond repair will be replaced with new ones.

The current finish roof surfaces on the building are non-historic and have already been approved to be replaced with new standing seam metal roofing and snow retention guards per the currently approved construction documents.

The proposed material deconstruction of the roof slats to perform structural upgrades is allowed under Historic Preservation Board review per the following section of the land management code:

LMC 15-11-12.5(A)(2)(a) Removal of Historic Material to Accommodate New Additions, New Construction, or Structural Upgrades.

3. The existing wraparound porch is to be removed and replaced with a new wraparound porch which matches the existing wraparound porch.

The wraparound porch is comprised of non-historic materials and is supported by a series of posts along the perimeter of the deck structure. Due to the infeasibility of lifting and supporting the deck structure during excavation of the basement and garage, and construction of the new structural foundations, it is proposed that the deck structure will be deconstructed and rebuilt to match the existing conditions. The porch columns which support the shed roof, sunroom, and north roof canopy will be removed, restored and replaced in their current locations.



The proposed material deconstruction of the wraparound porch and columns to perform structural upgrades is allowed under Historic Preservation Board review per the following section of the land management code:

LMC 15-11-12.5(A)(1)(b) Removing or Replacing Non-Historic Features.

LMC 15-11-12.5(A)(2)(a) Removal of Historic Material to Accommodate New Additions, New Construction, or Structural Upgrades.

4. The failing structural beam supporting the shed roof and cantilevered sunroom is to be replaced with a new beam.

The exposed beam supporting the cantilevered sunroom and shed roof on the front of the house is permanently deflected and warped. The existing beam cannot be repaired. For this reason, it is proposed that the current failing beam should be removed and replaced with a new beam to match the existing beam.

The proposed material deconstruction of the existing beam to perform structural upgrades is allowed under Historic Preservation Board review per the following section of the land management code:

LMC 15-11-12.5(A)(2)(a) Removal of Historic Material to Accommodate New Additions, New Construction, or Structural Upgrades.

5. The sunroom floor structure & connected shed roof awning is to be removed and replaced with a new floor structure and shed roof structure.

The cantilevered sunroom and shed roof are substantially deflected, displaced, and beginning to fall away from the front of the house. This is due to the inadequacy of the structural support provided by the three columns at the front of the sunroom, as well as the lack of structural connections at the floor plane. There is no ledger connection at the floor plane, and there are no joists or beams present which are continuous between the sunroom floor structure and the adjacent floor structure. Attempting to raise the sunroom and shed roof back into place will result in further damage to the structural framing components which have become permanently deflected and warped. For these reasons, the sunroom floor and connected shed roof awning are to be rebuilt to match the existing configuration of these elements. The ornamental shed roof brackets are to be removed, restored, and replaced in their current locations.

The proposed material deconstruction of the sunroom floor structure & connected shed roof awning to perform structural upgrades is allowed under Historic Preservation Board review per the following section of the land management code:

LMC 15-11-12.5(A)(2)(a) Removal of Historic Material to Accommodate New Additions, New Construction, or Structural Upgrades.

6. The level 1 floor structures of the original portion of the house, and the historic addition are to be removed and replaced with a new floor structure.

The level 1 floor structures of both the historic addition and the original portion of the house are severely degraded from prolonged ground contact and exposure to moisture, resulting in the compromised bearing capacity of the floor structure, and posing additional health hazards due to mold toxicity.

The proposed material deconstruction of level 1 floor structures of the original portion of the house, and the historic addition to perform structural upgrades is allowed under Historic Preservation Board review per the following section of the land management code:



LMC 15-11-12.5(A)(2)(a) Removal of Historic Material to Accommodate New Additions, New Construction, or Structural Upgrades.

Proposed Items for Revised Preservations Strategy Under Section 15-11-14 Disassembly And Reassembly Of A Historic Building Or Historic Structure:

A. The cantilevered sunroom walls are to be disassembled and reassembled.

The cantilevered sunroom and shed roof are substantially deflected, displaced, and beginning to fall away from the front of the house. This is due to the inadequacy of the structural support provided by the three columns at the front of the sunroom, as well as the lack of structural connections at the floor plane. There is no ledger connection at the floor plane, and there are no joists or beams present which are continuous between the sunroom floor structure and the adjacent floor structure. Attempting to raise the sunroom and shed roof back into place will result in further damage to the structural framing components which have become permanently deflected and warped. Attempting to lift the house for construction of the foundations with the sunroom in its current position would necessitate supporting the sunroom floor structure from the excavated grade plane, 23 feet below, posing a serious life safety risk on the jobsite. Due to these unique site and structural conditions, the three exterior walls of the sunroom are proposed to be Disassembled prior to excavation and replaced onto the three columns, and a new sunroom floor structure which is adequately tied into the adjacent floor structure after completion of the foundations.

B. The exterior northern and eastern walls of the historic addition and remaining structure of the historic addition are to be disassembled and reassembled.

The roof structure of the historic addition is an ad-hoc overbuild the original roof structure. The roof joists have become permanently warped and deflected from years of excessive snow loading. The level 1 floor structures of the original portion of the house, and the non-historic addition are structurally compromised due to moisture damage, and are discontinuous between the historic addition and the original portion of the house, making them structurally unsuitable to lift the house intact. The overall footprint of the historic building is unique in both its large size and proximity to neighboring structures. Due to these unique site and structural conditions, the non-original portion of the historic structure is proposed to be disassembled prior to excavation and construction of new foundations, and reassembled after construction of the foundations atop a new floor structure.

C. The roof structure of the original portion of the house is proposed to be disassembled and reassembled.

The roof joists of the original portion of the house have become permanently warped and deflected from years of excessive snow loading and are discontinuous between the original portion of the house, and the historic addition. Due to these unique structural conditions, it is proposed that the original roof structure be disassembled and reassembled into a new roof structure which spans original portion of the house, and the historic addition, which is engineered to meet current code requirements.

The proposed disassembly and reassembly of items A, B, and C listed above due to unique site and structural conditions is allowed under Historic Preservation Board review per the following land management code:

LMC 15-11-14 (A)(2)(c) The Historic Preservation Board determines, with input from the Planning Director and the Chief Building Official, that unique conditions and the quality of the Historic Preservation Plan warrant the proposed disassembly and reassembly; unique conditions include but are not limited to:

1. If problematic site or structural conditions preclude temporarily lifting or moving a building as a single unit;





Project: 615 Woodside, Park City, UT 84060 November 10, 2025
Document: Application for Modification of Historic Preservation Approval
Date: February 15, 2026

Structural Approach for Lifting and Preservation

Overview of Existing Structure

The structural composition of the building consists of three distinct sections: the original historic miner's cabin, a historic addition, and a non-historic addition at the rear. This arrangement presents a unique situation that requires a specialized approach to safely lift the structure.

Preservation and Lifting Strategy

Preserving the original miner's cabin is a priority. Due to the combined mass, it is not feasible to lift both historic structures simultaneously. The safest method for lifting involves reducing the mass of the structures. To address these unique conditions, the following strategy is proposed:

1. Lift only the original miner's cabin.
2. Panelize the two historic addition walls that are attached to the miner's cabin, which comprise the additional historic structure.
3. Disassemble and reassemble the wrap around porch and shed roof.
4. Disassemble and reassemble the cantilevered sunroom attached to the two historic walls.
5. Disassemble and reassemble the two historic roofs.

Rationale for Panelization and Disassembly

Panelizing the two historic walls enables the miner's cabin to be lifted as a single unit. This method also creates additional workable space for contractors, which is essential due to the limited footprint of the site and ensures safe conditions for preserving the miner's cabin.

Treatment of Additions and Roofs

The wrap around porch, shed roof, and cantilevered sunroom cannot be lifted as they are not attached to the miner's cabin but to the two historic wall additions. The materials used in these elements are inadequate and unsafe, requiring upgrades to meet code standards. Disassembling and reassembling these components allows for the installation of proper structural members and connections, facilitating the lifting of the miner's cabin as one unit.

The historic roofs are constructed from under-designed 2x sections, with many roof joists showing signs of cracking, charring, and warping. The roof connects to both the miner's cabin and the historical wall additions. Removal and reassembly of the historic roofs allow for panelization of the two historic wall additions, reduction of the overall mass, creation of workable space, and the safe lifting of the miner's cabin as a single unit.

Sincerely,

A handwritten signature in black ink, appearing to read 'Courtney Fleming'.

Courtney Fleming, PE
Principal Consultant

PARK CITY MUNICIPAL CORPORATION
PLANNING DEPARTMENT
445 MARSAC AVE - PO BOX 1480
PARK CITY, UT 84060
(435) 615-5060



HISTORIC PRESERVATION PLAN

For Use with the *Historic District/Site Design Review* Application

For Official Use Only

PLANNER: _____ APPLICATION #: _____

DATE RECEIVED: _____

PLANNING DIRECTOR _____ CHIEF BUILDING OFFICIAL _____
APPROVAL DATE/INITIALS: _____ APPROVAL DATE/INITIALS: _____

PROJECT INFORMATION

LANDMARK SIGNIFICANT DISTRICT: _____

NAME: _____

ADDRESS: 615 Woodside Avenue

TAX ID: _____ OR

SUBDIVISION: _____ OR

SURVEY: _____ LOT #: _____ BLOCK #: _____

APPLICANT INFORMATION

NAME: _____

PHONE #: () - _____ FAX #: () - _____

EMAIL: _____

Site Design

Use this section should describe the scope of work and preservation treatment for landscape features such as stone retaining walls, hillside steps, and fencing. Existing landscaping and site grading as well as parking should also be documented. Use supplemental pages if necessary.

Element/Feature: **Stone masonry retaining walls, and stairs at front of property**

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work:

The stone retaining walls and stairs at the front of the property will be reconstructed to allow for access to the site for excavation of the foundations, garage, and basement, and maintain life safety conditions. The variability in the rise of the stairs does not comply with building code, and could cause tripping hazards in day to day use.

Structure

Use this section to describe scope of work and preservation treatment for the general structural system of the building including floor and ceiling systems as well as the roof structure. Supplemental pages should be used to describe additional elements and features.

Element/Feature: **Level 1 floor structure (historic front portion of house)**

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work:

The level 1 floor structure of the historic portion of the house is severely degraded from moisture damage and rot due to the lack of foundations, and prolonged ground contact and weather exposure. The floor structure between the original Southeast area of the house, and the added Northeast area of the house is discontinuous. The level 1 floor structure of the historic portion of the house will be reconstructed on top of new foundations in order to protect life-safety conditions on the job site, and ensure the structural integrity of the historic portion of the house. Additional structural analysis will be performed during the demolition phase in order to plan the necessary structural improvements and construction procedures required to excavate the basement / garage and construct structural foundations to support the historic portion of the house.

Site Design

Element/Feature: Carport at front of property

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work:

The non-historic carport at the front of the property will be reconstructed in order to allow for access to the site for excavation of the foundations, garage, and basement.

Element/Feature: Rockery retaining walls on non-historic back portion of property.

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work:

The various non-historic rock retaining walls on the back portion of the property will be rehabilitated or reconstructed in order to accommodate the new deck, and site grading design.

Site Design

Element/Feature: Retaining wall on South and Southwest side of building.

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work:

~~These non-historic concrete retaining walls appear to be in good structural condition and will be kept they currently exist.~~

The existing concrete retaining walls will be replaced with temporary shoring walls to stabilize the excavation, and new permanent concrete retaining walls, which will be clad in stone masonry.

Element/Feature: Landscape stairs on non-historic back portion of property.

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work:

The various non-historic landscape stairs at the back of the property will be demolished re-constructed based on the new deck and site grading designs.

Structure

Element/Feature: Walls and intermediate floors (historic front portion of house - Northeast)

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work: [Revised preservation strategy is shown on next page.](#)

~~Due to the severely degraded condition of the level 1 floor structure, and the discontinuity of the structure between the Northeast and Southeast areas of the historic portion of the house, attempting to lift the historic portion of the house in-tact poses a significant risk to life safety on the job site. Additional structural analysis will be performed during the demolition phase in order to plan the necessary structural improvements and construction procedures required to excavate the basement / garage and construct structural foundations to support the historic portion of the house:~~

~~The interior walls and floors of the historic Northeast portion of house will be reconstructed. Interior wall locations will be modified, and structural improvements will be made based on the new vertical circulation and room layout.~~

~~The exterior walls of the historic Northeast portion of the house will be disassembled, and reconstructed on top of new foundations and floor structure. All existing siding, molding, and architectural trim elements which have not been degraded beyond repair will be rehabilitated and utilized for the reconstruction of these walls.~~

Element/Feature: Roof structure (historic front portion of house - Northeast)

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work: [Revised preservation strategy is shown on next page.](#)

~~The roof structure on the historic Northeast portion of the house will be disassembled and reconstructed to match the current roof forms:~~

Structure

Element/Feature: Walls and intermediate floors (historic front portion of house - Northeast)

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work:

Due to the severely degraded condition of the level 1 floor structure, and the discontinuity of the structure between the Northeast and Southeast areas of the historic portion of the house, attempting to lift the historic portion of the house in-tact poses a significant risk to life safety on the job site.

The interior walls and floors of the historic Northeast portion of house will be reconstructed. Interior wall locations will be modified, and structural improvements will be made based on the new vertical circulation and room layout.

The exterior walls of the historic Northeast portion of the house will be disassembled, and reassembled on top of new foundations and floor structure. All existing siding, molding, and architectural trim elements which have not been degraded beyond repair will be rehabilitated and utilized for the reconstruction of these walls. Siding which does not match the original siding profile will be removed and replaced with siding which matches the siding on the original portion of the house.

Element/Feature: Roof structure (historic front portion of house - Northeast)

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work:

The roof structure on the historic Northeast portion of the house will be disassembled and reassembled to match the current roof forms. Existing roof slats will be removed and replaced with new roof sheathing.

Structure

Element/Feature: Walls and intermediate floors (historic front portion of house - Southeast)

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work: [Revised preservation strategy is shown on next page.](#)

~~Due to the severely degraded condition of the level 1 floor structure, and the discontinuity of the structure between the Northeast and Southeast areas of the historic portion of the house, attempting to lift the historic portion of the house in-tact poses a significant risk to life safety on the job site.~~

~~The interior walls and floors of the original Southeast portion of house will be reconstructed. Interior wall locations will be modified, and structural improvements will be made based on the new vertical circulation and room layout.~~

~~The original facade, including the architectural bay window, roof canopy, and entryway of the original Southeastern portion of the historic house will be preserved on site where it currently exists. This facade will be lifted and set on new foundations and floor structure. The exterior siding and architectural trim elements of this facade will be replaced where they have been degraded beyond repair. The Southern exterior wall of the original Southeast portion of the house will be disassembled, and reconstructed on top of new foundations and floor structure. All existing siding, molding, and architectural trim elements which have not been degraded beyond repair will be rehabilitated and utilized for the reconstruction of this wall.~~

Element/Feature: Roof structure (historic front portion of house - Southeast)

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work: [Revised preservation strategy is shown on next page.](#)

~~The roof structure on the original Southeast portion of the house will be disassembled and reconstructed to match the current roof forms.~~

Structure

Element/Feature: Walls and intermediate floors (historic front portion of house - Southeast)

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work:

Due to the severely degraded condition of the level 1 floor structure, and the discontinuity of the structure between the Northeast and Southeast areas of the historic portion of the house, attempting to lift the historic portion of the house in-tact poses a significant risk to life safety on the job site.

The interior walls and floors of the original Southeast portion of house will be reconstructed. Interior wall locations will be modified, and structural improvements will be made based on the new vertical circulation and room layout.

The primary structural framing and exterior walls of the original portion of the house, including the architectural bay window, roof canopy, and entryway of the original Southeastern portion of the historic house, and the original South Wall will be preserved on site where currently exists. These elements will be lifted and set on new foundations and floor structure. The exterior siding and architectural trim elements of this facade will be replaced where they have been degraded beyond repair. All existing siding, molding, and architectural trim elements which have not been degraded beyond repair will be rehabilitated and utilized for the reconstruction of this wall.

Element/Feature: Roof structure (historic front portion of house - Southeast)

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work:

The roof structure on the original Southeast portion of the house will be disassembled and reassembled to match the current roof forms.

Structure

Element/Feature: Level 1 floor structure (non-historic back portion of house)

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work:

The level 1 floor structure at the back non-historic portion of the house will be reconstructed so that all level 1 floor framing elevations are the same as those at the front historic portion of the house. Structural modifications will be made to accommodate the new vertical circulation and room layout.

Element/Feature: Walls and intermediate floors (non-historic back portion of house)

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work:

The level 2 floor structure at the back of the house will be preserved where possible. Structural modifications will be made to accommodate the new vertical circulation and room layout.

Interior wall locations will be modified, and structural improvements will be made based on the new vertical circulation and room layout.

Exterior walls will be modified, and structural improvements will be made based on the new vertical circulation and fenestration layout. The areas where the new stair and new elevator occur will be reconstructed based on the proposed designs.

Structure

Element/Feature: Roof structure (non-historic back portion of house)

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work:

The roof structure on the back portion of the house will be modified in order to accommodate the new vertical circulation and room layout. The areas where the new stair and new elevator occur will be reconstructed based on the proposed designs. Eave overhangs on the back portion of the house will be cut back per the revised design for the back portion of the house. A small flat roof area will replace a shed roof element on the back of the house which currently exists over a bathroom. The structure of the gable element which faces the back porch will be partially reconstructed based on the new design.

Element/Feature: _____

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work:

Structure

Element/Feature: Roof structure (historic front portion of house)

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work:

The roof structure on the front historic portion of the house will be disassembled and reassembled. The roof slats on the historic portion of the roof will be removed and replaced with new roof sheathing.

Element/Feature: _____

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work:

Roof

Use this section to describe the proposed scope of work and preservation treatment for the roofing system, flashing, drainage such as downspouts and gutters, skylights, chimneys, and other rooftop features. Use supplemental pages if necessary.

Element/Feature: **Roof at front historic portion of building and back non-historic portion of building**

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work:

The non-historic metal roofs at the front portion of the house will be replaced with new metal roofs. The new roofs will be standing seam with snow retention guards, and heat trace to mitigate snow sloughing and ice fall.

The non-historic metal roofs at the back portion of the house will be replaced with new metal roofs. The new roofs will be standing seam with snow retention guards, and heat trace to mitigate snow sloughing and ice fall. The new elevator on the non-historic portion of the building will receive a membrane roof. A small area of new flat roof on the non-historic portion of the building will receive a paver finish.

The new standing seam metal roofs on the historic and non-historic portions of the house will be differentiated from one another by seam spacing and finish color.

Chimney

Use this section to describe the proposed scope of work and preservation treatment for any existing chimneys. One box should be devoted to each existing chimney. Supplemental pages should be used to describe additional elements and features.

Element/Feature: **Chimney on non-historic portion of building**

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work:

The chimney element on the non-historic back portion of the building will be removed based on the new design.

Exterior Walls

Use this section to describe the proposed scope of work and preservation treatment for the exterior wall construction, finishes, and masonry. Please describe the scope of work for each individual exterior wall, use supplemental pages if necessary.

Element/Feature: Exterior walls at front historic portion of building

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work: [Revised preservation strategy is shown on next page.](#)

~~The original East facade will be preserved on-site in its current location. All other exterior walls of the historic portion of the house will be disassembled, and reconstructed on top of new foundations and floor structure. All existing siding, molding, and architectural trim elements which have not been degraded beyond repair will be rehabilitated and utilized for the reconstruction of these walls. In areas of weathering and moisture damage, siding and trim will be replaced to match existing. All exterior siding and trim will be repainted.~~

Element/Feature: Exterior walls at back non-historic portion of building

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work: [Revised preservation strategy is shown on next page.](#)

Exterior walls on the non-historic back portion of the building will receive new siding finishes. Fenestration patterns will be modified, and necessary structural improvements will be made based on the proposed design. The exterior finishes on the back of the house will be fiber reinforced concrete boards, and stone masonry. Existing exterior siding, molding, and architectural trim elements on the non-historic back portion of the building which are in a serviceable condition will be salvaged and utilized to replace damaged elements on the historic portion of the building.

Exterior Walls

Use this section to describe the proposed scope of work and preservation treatment for the exterior wall construction, finishes, and masonry. Please describe the scope of work for each individual exterior wall, use supplemental pages if necessary.

Element/Feature: **Exterior walls at front historic portion of building**

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work:

The original East and South facades will be preserved on site in their current location. All other exterior walls of the historic portion of the house will be disassembled, and reassembled on top of new foundations and floor structure. All existing siding, molding, and architectural trim elements which have not been degraded beyond repair will be rehabilitated and utilized for the reconstruction of these walls. In areas of weathering and moisture damage, siding and trim will be replaced to match existing. All exterior siding and trim will be repainted.

Element/Feature: **Exterior walls at back non-historic portion of building**

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work:

Exterior walls on the non-historic back portion of the building will receive new siding finishes. Fenestration patterns will be modified, and necessary structural improvements will be made based on the proposed design. The exterior finishes on the back of the house will be fiber reinforced concrete boards, and stone masonry. Existing exterior siding, molding, and architectural trim elements on the non-historic back portion of the building which are in a serviceable condition will be salvaged and utilized to replace damaged elements on the historic portion of the building.

Foundation

Element/Feature: Foundation (front historic portion of house)

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work:

New concrete foundations will be constructed for the front historic portion of the house. This will include the construction of a new below-grade garage and basement. A French drain will be implemented at the footings to ensure proper drainage.

Element/Feature: Foundation (non-historic back portion of house)

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work:

Existing foundations will be reinforced, and new foundations will be constructed for the non-historic back portion of the house. This will include the excavation and construction of a new below grade garage and basement.

The footprint of the house will be excavated, and the new garage / basement, and concrete foundations will be constructed. The existing foundations on the back portion of the house will remain, and new L-shaped foundations will be constructed on their interior.

Foundation

Use this section to describe the proposed scope of work and preservation treatment for the foundation including its system, materials, perimeter foundation drainage, and other foundation-related features. Use supplemental pages if necessary.

Element/Feature: _____

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work:

Porches

Use this section to describe the proposed scope of work and preservation treatment for all porches. Address decorative features including porch posts, brackets, railing, and floor and ceiling materials.

Element/Feature: **Porches (front historic portion of house)** _____

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work: **Revised preservation strategy is shown on next page.**

The porches on the front historic portion of the building will be disassembled, and all existing elements will be preserved and reassembled as indicated below:

**Deck boards: Deck boards with substantial moisture damage will be replaced to match existing.
Wood columns: Wood columns will be repaired, refinished, and preserved. Any columns which are severely degraded due to moisture damage or otherwise will be replaced with new columns to match the existing.
Wood railings: The wood railing will be repaired, refinished, and preserved.
Board & batten siding: Board and batten with substantial moisture damage will be replaced to match existing.
Roof canopies: Roof canopies will be structurally reinforced as necessary and preserved.
Tongue and groove boards: tongue and groove boards will be preserved.**

Foundation

Use this section to describe the proposed scope of work and preservation treatment for the foundation including its system, materials, perimeter foundation drainage, and other foundation-related features. Use supplemental pages if necessary.

Element/Feature: _____

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work:

Porches

Use this section to describe the proposed scope of work and preservation treatment for all porches. Address decorative features including porch posts, brackets, railing, and floor and ceiling materials.

Element/Feature: **Porches (front historic portion of house)** _____

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work:

The porches on the front historic portion of the building will be disassembled, and all existing elements will be preserved and reassembled or reconstructed as indicated below:

Deck boards and deck structure: Deck boards and structure are non-historic and will be replaced

Wood columns: Wood columns will be repaired, refinished, and preserved. Any columns which are severely degraded due to moisture damage or otherwise will be replaced with new columns to match the existing.

Wood railings: The wood railing will be repaired, refinished, and preserved.

Board & batten siding: Board and batten skirt boards on deck will be removed and replaced with new deck fascia boards. Concrete walls which support the deck will be clad with stone masonry.

Roof canopy over North deck: This roof canopy will be structurally disassembled and reassembled.

Shed roof over front porch & supporting beam: The beam and shed roof will be deconstructed and reconstructed.

Tongue and groove boards: tongue and groove boards are not historic and will be replaced.

Porches

Element/Feature: Porches (non-historic back portion of house)

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work:

The non-historic porches and decks at the back of the property will be reconstructed based on the new deck and site grading configuration.

The non-historic roof canopy on the North side of the house will be removed based on the new design.

Element/Feature: _____

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work:

Doors

Use this section to describe the proposed scope of work and preservation treatment for all exterior doors, door openings, and door parts referenced in the Door Survey of the Physical Conditions Report. Please describe the scope of work for each individual exterior door, use supplemental pages if necessary.

Element/Feature: **Exterior Door A**

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work:

Door A: The jamb and head trim of the door opening will be repaired and preserved. The non-historic door will be replaced with a new historically appropriate door.

Element/Feature: **Exterior Doors B - E**

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work:

Exterior Doors B - E:

These exterior doors belong to the non-historic 1988 addition. The exterior doors on the non historic portion of the house will be removed and reconstructed based on the new fenestration configuration.

Windows

Use this section to describe the proposed scope of work and preservation treatment for all exterior windows, window openings, and windows parts referenced in the Door Survey of the Physical Conditions Report. Please describe the scope of work for each individual exterior window, use supplemental pages if necessary.

Element/Feature: **Exterior windows 1a - 22**

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work:

Exterior windows 1a - 22 are non historic replacement windows which currently exist on the historic portion of the building. These windows will be removed and replaced with thermally efficient aluminum clad wood windows in the same layout and style as those that currently exist.

Element/Feature: **Exterior windows 23 - 39**

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work:

Exterior windows 23 - 39 are non historic windows which currently exist on the 1988 addition. These windows will be removed. The fenestration configuration on the non-historic portion of the house will modified per the new design, and thermally efficient aluminum clad wood windows will be installed.

Windows

Use this section to describe the proposed scope of work and preservation treatment for all exterior windows, window openings, and windows parts referenced in the Door Survey of the Physical Conditions Report. Please describe the scope of work for each individual exterior window, use supplemental pages if necessary.

Element/Feature: **Exterior windows 1a - 6, 9a - 13a, 17 - 22**

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work:

Exterior windows 1a - 22 are non historic replacement windows which currently exist on the historic portion of the building. These windows will be removed and replaced with thermally efficient aluminum clad wood windows in the same layout and style as those that currently exist.

Element/Feature: **Exterior windows 14, 15, 16, 7a, 7b, 8a, 8b, 9a, 9b**

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work:

Exterior windows 14, 15, 16, 7a, 7b, 8a, 8b, 9a, 9b are non historic replacement windows which currently exist on the historic portion of the building. These windows will be removed and replaced with thermally efficient aluminum clad wood windows of the sizes and styles which were previously approved.

Windows

Use this section to describe the proposed scope of work and preservation treatment for all exterior windows, window openings, and windows parts referenced in the Door Survey of the Physical Conditions Report. Please describe the scope of work for each individual exterior window, use supplemental pages if necessary.

Element/Feature: **Exterior windows 23 - 39**

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work:

Exterior windows 23 - 39 are non historic windows which currently exist on the 1988 addition. These windows will be removed. The fenestration configuration on the non-historic portion of the house will modified per the new design, and thermally efficient aluminum clad wood windows will be installed.

Element/Feature: _____

This involves: Preservation Restoration
 Reconstruction Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work:

Mechanical System, Utility Systems, Service Equipment & Electrical

Use this section to describe proposed scope of work and preservation treatment for items such as the existing HVAC system, ventilation, plumbing, electrical, and fire suppression systems. Supplemental pages should be used to describe additional elements and features. Use supplemental pages if necessary.

Element/Feature: **Building heating and fire suppression systems**

- This involves:
- Preservation
 - Restoration
 - Reconstruction
 - Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work:

The current building systems will be removed and rebuilt based on the new interior layout of spaces. The new building systems for heating / cooling, and fire suppression will be energy efficient and code compliant.

Additions

Use this section to describe the proposed scope of work for any additions. Describe the impact and the preservation treatment for any historic materials. Supplemental pages should be used to describe additional elements and features. Use supplemental pages if necessary.

Element/Feature: **1988 building addition**

- This involves:
- Preservation
 - Restoration
 - Reconstruction
 - Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work:

The entire back portion of the building was constructed in 1988 as described elsewhere in this document and identified on the architectural drawings.

The exterior shell of this addition will be preserved. The area of the new stair and elevator will be rebuilt based on the new vertical circulation layout. The exterior fenestration patterns, and interior layout of spaces will be reconfigured. The exterior material palette will be differentiated from the historic portion of the building.

Refer to the analysis and preservation plans for specific components of the 1988 addition cataloged throughout this document for additional information.

Supplemental Sheets

Supplemental Page ____ of ____

Supplemental pages should be used to describe the scope of work and preservation treatment for any additional elements and features not previously described in this packet.

Element/Feature: Exterior decorative architectural corbels (historic portion of building)

- This involves:
- Preservation
 - Restoration
 - Reconstruction
 - Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work:

Eave corbels
Column corbels

The small decorative eave corbels, and the larger column corbels will be refinished and preserved.

Element/Feature: _____

- This involves:
- Preservation
 - Restoration
 - Reconstruction
 - Rehabilitation

Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work:

4. PROJECT TEAM

List the individuals and firms involved in designing and executing the proposed work. Include the names and contact information for the architect, designer, preservation professional, contractor, subcontractors, specialized craftspeople, specialty fabricators, etc...

Provide a statement of competency for each individual and/or firm listed above. Include a list or description of relevant experience and/or specialized training or skills.

Will a licensed architect or qualified preservation professional be involved in the analysis and design alternatives chosen for the project? Yes or No. If yes, provide his/her name.

Will a licensed architect or other qualified professional be available during construction to ensure the project is executed according to the approved plans? Yes or No. If yes, provide his/her name.

5. SITE HISTORY

Provide a brief history of the site to augment information from the Historic Site Form. Include information about uses, owners, and dates of changes made (if known) to the site and/or buildings. Please list all sources such as permit records, current/past owner interviews, newspapers, etc. used in compiling the information.

6. FINANCIAL GUARANTEE

The Planning Department is authorized to require that the Applicant provide the City with a financial Guarantee to ensure compliance with the conditions and terms of the Historic Preservation Plan. (See Title 15, LMC Chapter 11-9) Describe how you will satisfy the financial guarantee requirements.

7. ACKNOWLEDGMENT OF RESPONSIBILITY

I have read and understand the instructions supplied by Park City for processing this form as part of the Historic District/Site Design Review application. The information I have provided is true and correct to the best of my knowledge.

Signature of Applicant:  Date: 02/24/2026

Name of Applicant: Cole Knight

Notice of Official Determination



Address: 615 Woodside Avenue
Application No.: PL-26-06841
Date: March 11, 2026

ACTION TAKEN

The Applicant submitted a Modification to Historic District Design Review (HDDR) application to rehabilitate, remodel, and construct an addition to 615 Woodside Avenue, a Significant Historic Site on Park City's Historic Sites Inventory. The Applicant proposes to deconstruct and reconstruct the entire roof form and the northeastern portion of the Historic Structure.

Land Management Code (LMC) Section 15-11-14 establishes criteria for Disassembly And Reassembly Of A Historic Building Or Historic Structure, wherein, in approving a Historic District or Historic Site design review Application involving disassembly and reassembly of the Historic Structures on a Significant Site, the Historic Preservation Board (HPB) shall find the project complies with the following:

With input from the Planning Director and the Chief Building Official, that unique conditions and the quality of the Historic Preservation Plan warrant the proposed disassembly and reassembly; unique conditions include but are not limited to:

1. If problematic site or structural conditions preclude temporarily lifting or moving a building as a single unit; or
2. If the physical conditions of the existing materials prevent temporarily lifting or moving a building and the applicant has demonstrated that panelization will result in the preservation of a greater amount of historic material; or
3. All other alternatives have been shown to result in additional damage or loss of historic materials.

On February 4, 2026, the Chief Building Official conducted a site visit at 615 Woodside Avenue. On February 19, 2026, Staff and the Chief Building Official met with the Applicant to discuss next steps regarding possible panelization. The Applicant presented an Engineer's Report from Mission Structural that outlined the following:

"Preserving the original miner's cabin is a priority. Due to the combined mass, it is not feasible to lift both historic structures simultaneously. The safest method for lifting involves reducing the mass of the structures.

Panelizing the two historic walls enables the miner's cabin to be lifted as a single unit. This method also creates additional workable space for contractors, which is essential due to the limited footprint of the site and ensures safe conditions for preserving the miner's cabin.

The wrap around porch, shed roof, and cantilevered sunroom cannot be lifted as

they are not attached to the miner's cabin but to the two historic wall additions. The materials used in these elements are inadequate and unsafe, requiring upgrades to meet code standards. Disassembling and reassembling these components allows for the installation of proper structural members and connections, facilitating the lifting of the miner's cabin as one unit."

The historic roofs are constructed from under-designed 2x sections, with many roof joists showing signs of cracking, charring, and warping. The roof connects to both the miner's cabin and the historical wall additions. Removal and reassembly of the historic roofs allow for panelization of the two historic wall additions, reduction of the overall mass, creation of workable space, and the safe lifting of the miner's cabin as a single unit."

The Chief Building Official and Planning Director support the findings of Mission Structural, and the proposed treatment of the Historic Structure.

Sincerely,



David Thacker
Chief Building Official



Rebecca Ward
Planning Director

Historic Preservation Board Staff Report



Subject: 525 Park Avenue
Application: PL-26-06804
Author: Elissa Martin, Planning Project Manager
Date: April 1, 2026
Type of Item: Modification of Historic District Grant Award

Recommendation

(I) Review the amended scope of work for the Historic District Grant Award for 525 Park Avenue, (II) open a public hearing, and (III) determine whether the amended scope of work is eligible for a Historic District grant award and if the February 4, 2026 \$10,000 Historic District Grant award for exterior siding repair and paint should be applied to the amended scope of work.

Description

Applicant: Park City Chapel, LLC (Daily Church)
Dan Moak
Location: 525 Park Avenue
Zoning District: Historic Residential-1
Adjacent Land Uses: Residential
Reason for Review: The Historic Preservation Board reviews and takes final action on historic preservation grant applications for funding requests under \$25,000.

HDDR Historic District Design Review
HDGP Historic District Grant Program
HPB Historic Preservation Board
HR-1 Historic Residential-1
LMC Land Management Code
RDA Re-Development Area

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

Summary

On February 4, 2026, the Historic Preservation Board (HPB) awarded a \$10,000 Historic District Grant for repair and exterior paint of the façade of the Historic Structure at 525 Park Avenue, known as St. Luke’s Episcopal Church, a Landmark Historic Site in the Historic Residential-1 (HR-1) Zoning District ([Packet](#), Item 6.C; [Minutes](#), p. 11). The Applicant’s original funding request was for \$24,500, which is 50% of the estimated total cost of the siding repair and external paint scope of work. The HPB awarded substantially less than the requested amount due to a second grant request being considered at the same meeting, competing for the same Main Street RDA funds which are limited to \$30k annually. (See Exhibit E, February 4, 2026 HPB Grant Award Letter).

Since the February 4, 2026 HPB meeting, the Applicant has determined that additional repairs and upgrades are necessary to restore the Historic Building, including upgrading mechanical equipment and replacing the Historic stained-glass windows that were removed by the previous owner. The Applicant explains their intent in the Project Narrative (Exhibit B):

The original intent was to facilitate full exterior painting and wood restoration, which we still desire to accomplish later this year. The initial grant request was for \$24,500 to cover nearly half of that project. However, as the award was \$10,000, the resulting funding gap has made the painting project cost-prohibitive for the organization at this time. As a donation supported nonprofit, the additional funds required to bridge this gap are not currently available.

By pivoting the awarded \$10,000 toward the stained-glass restoration and critical mechanical systems, these vital improvements can be completed immediately. The organization intends to continue fundraising efforts and submit a subsequent application in the July grant cycle to specifically seek the funds necessary to complete the exterior painting project.



Figure 1: St. Luke's Episcopal Historic Church at 525 Park Ave

The Applicant submitted a modification application on March 27, 2026 to amend the scope of work from the February 4, 2026 Historic District Grant award for \$10,000.

Background

St. Luke’s Episcopal Church is described in the Historic Sites form as “a small, one story, frame, rectangular chapel in a simplified Gothic style” (Exhibit C). The Historic Sites form includes images of the pointed-arch windows with stained glass on the front façade and describes the west façade (rear) alter window as “edged in Cathedral glass”. The Applicant explains in their project narrative that the original stained-glass windows were removed by the previous owner. Temporary window treatments are currently installed (Exhibit B).

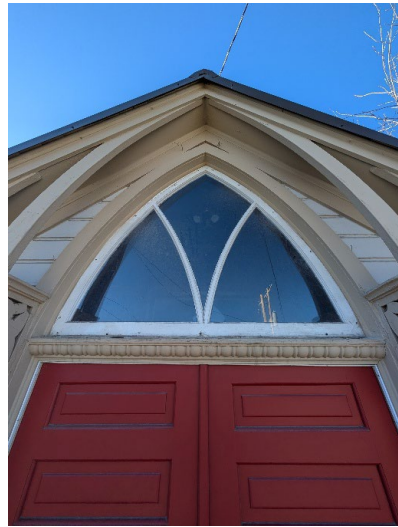


Figure 1: Front facade stained-glass window removed by previous owner (left); current temporary window treatment (right)



Figure 2: The west facade alter window with stained glass which was removed (left); and current window treatment (right).

On February 3, 2026, the Planning Director approved a Historic District Design Review Pre-Application waiver letter for restoring the stained-glass window on the front façade (Exhibit D). The west façade alter stained-glass window is not visible from the primary right-of-way – it is located on what historically was the rear external façade of the building. An addition was constructed at the rear of the building, enclosing the original stained-glass window on the rear facade. Staff recommends the proposed replacement of the stained glass (with the cross and mountain design) in the rear facade be considered an eligible work item, as it is a Historic Feature of the building.

In addition to the stained-glass windows, the Applicant’s grant application includes a detailed property inspection indicating the existing mechanical systems, including the old furnace and water heater are beyond their service life (Exhibit B). These systems are proposed to be upgraded as part of the amended scope of work.

Grant Request

The amended scope of work to replace the old furnace and water heater as well as the stained-glass windows is estimated to cost \$22,458; the Applicant is requesting to apply the February 4, 2026 grant award, sourced from the Main Street RDA for \$10,000 to the cost of the amended scope of work. The Applicant’s cost share covers the remaining \$12,458. Please see Exhibit B for the detailed scope and cost estimates provided by the Applicant. The Applicant intends to apply for a second grant in FY27 to support the exterior siding repair and paint.

The City provides a 50% matching grant for eligible work that may include but is not limited to:

- Painting Exterior
- **Repairing/restoring/replacing windows**
- Repointing masonry
- Repairing or replacing roofs
- Electrical updating
- **Upgrading mechanical systems**
- Upgrading insulation
- Reconstructing Historic porches
- **Restoring Historic features**

Ineligible work includes but is not limited to:

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

The proposed work to replace the front and rear stained glass windows with new stained-glass and upgrade the mechanical systems can be categorized under eligible work items: “Repairing/restoring/replacing windows”, “Restoring Historic features” and “Upgrading mechanical systems”

The Criteria Evaluation below was provided to the Applicant through the HDGP Application. Staff requests the Board please review and score the request prior to the public meeting and determine whether the amended scope of work qualifies for an

award and whether the February 4, 2026 grant for \$10,000 can be applied to the window restoration and mechanical system upgrades.

Criteria Evaluation	Scoring Value
Character defining historic elements of the structure and/or site will be preserved and/or restored as viewed from the primary right-of-way.	0: Non-visible historic elements will be preserved or restored 1: Few visible historic elements will be preserved or restored 2: Several visible historic elements will be preserved or restored 3: Majority of visible historic elements will be preserved or restored 4: All visible historic elements will be preserved or restored
Proposed improvements to the site will positively impact the vitality of the historic context of the neighborhood.	0: No proposed improvements 1: Minimal positive impact 2: General positive impact 3: Significant positive impact
Proposed design and scope of work uses best practices for the treatment of historic materials.	0: None 1: Insufficient 2: Average 3: Above average 4: Exceeds expectations
The historic features and elements of the structure and/or site will be enhanced by the proposed work.	0: Minimally enhanced 1: Generally enhance 2: Exceeds expectations
Proposed work facilitates reversal of non-historic elements or alterations.	0: None 1: Some 2: Exceeds expectations *Note: If no non-historic elements or alterations are present mark N/A.
Priority is given to restoration and treatment of historic materials, rather than replacing historic materials and features in-kind.	0: No priority given to restoration 1: Minimum priority given 2: Some priority given 3: General priority given 4: Exceeds expectations

Since 1987, the City has awarded hundreds of thousands of dollars to rehabilitate and preserve Significant and Landmark Historic Structures and Sites through the Historic District Grant Program (HDGP), which is designed to:

Financially incentivize the Preservation, Rehabilitation, Restoration, and Reconstruction of Historic Structures and Sites to create a community that honors its past and encourages Historic Preservation.

The Board may award up to \$127,136 FY26 for both emergency and competitive grants from the funding sources below:

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

To date, the HPB has awarded the full \$30,000 from the Main Street RDA between the two grants that were approved on February 4, 2026, including the \$10,000 award to 525 Park Ave. There are no additional funds that can be awarded from the Main Street RDA until the fund is replenished in FY27 (July 1, 2026). On March 4, 2026, the HPB conducted a work session to evaluate the funding levels for the HDGP; the HPB unanimously forwarded a recommendation to City Council to increase the funding levels for the Main Street RDA and the Citywide General Fund in this upcoming FY27 budget.

Requirements for Awarded Grants

Grant recipients must accept and agree to a five-year lien with the City that is recorded against the property. If the property is sold within the five-year period, the applicant is responsible for repaying the city a pro-rated amount of the grant disbursement.

Based on public input, the Board requested Applicants be made aware of the lien requirement. Please note that in the HDGP application, the following information is provided and Applicants are required to provide their initials demonstrating they understand the terms of the HDGP:

Please review and initial the following prior to submitting your grant application:

DM ___ 1) I (we) understand I (we) will be required to provide copies of 1) invoices for the work, 2) proof of payment (e.g. receipts, invoices marked "paid", etc.), 3) a W-9 (grant income must be reported on income taxes), 4) a title report to confirm property legal description, and 5) photographs of the completed work. These items must be submitted to the City once the work is completed in order to begin the release of the grant monies.

DM ___ 2) I (we) understand I (we) will be required to sign a Historic Preservation Agreement, Trust Deed, and Trust Deed Note and record such instruments with the Summit County Recorder's Office for a term of 5 years. Following the passage of 5 years and my (our) satisfaction of the requirements of the Historic Preservation Agreement the City shall, upon written request, record a release of these documents with the Summit County Recorder's Office.

DM ___ 3) I (we) understand a grant award exceeding \$25,000 USD will require the recordation of a Historic Preservation Easement on my (our) property. In the event my (our) project is awarded \$25,000 USD or more, I (we) agree to provide a Historic Preservation Easement to Park City Municipal Corporation in a form acceptable to the City Attorney and agree to have such easement agreement recorded on my (our) property with the Summit County Recorder's Office.

DM ___ 4) I (we) understand Park City Municipal Corporation is constructing a database of current and prior grant award recipients' projects. This database may include exterior photographs of my (our) property but will not include interior photographs of the property. I (we) understand participation in this database is voluntary and (select one):

AGREE TO PARTICIPATE
 DO NOT AGREE TO PARTICIPATE

Applicants are also provided with a draft copy of the Grant Agreement and Lien documents for their review.

Department Review

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

Notice

Staff published notice on the City's website and the Utah Public Notice website and posted notice to the property on March 18, 2026. The *Park Record* published courtesy notice on March 18, 2026.¹

Public Input

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

Alternatives

The Historic Preservation Board may:

- Approve the amended scope of work for the Historic District Grant award for 525 Park Avenue.

¹ LMC [§ 15-1-21](#)

- Deny the amended scope of work for the Historic District Grant award for 525 Park Avenue.
- Request additional information and continue the discussion to a date certain.

Exhibits

A: Draft Final Action Letter

B: 525 Park Avenue Grant Application, amended

C: Historic Site Inventory Form

D: February 3, 2026 HDDR Pre-Application Waiver Letter

E: February 4, 2026 HPB Grant Award Letter



Planning Department

April 1, 2026

Park City Chapel, LLC
Daily Church, Dan Moak

NOTICE OF HISTORIC PRESERVATION BOARD ACTION

Description

Address: 525 Park Avenue

Zoning District: Historic Residential – 1

Application: Modification of Historic District Grant

Project Number: PL-25-06804

Action: APPROVED WITH CONDITIONS (See Below)

Date of Final Action: April 1, 2026

Project Summary: The Applicant requests HPB approval to amend the scope of work for the \$10,000 Historic District Grant awarded on February 4, 2026, for the Landmark Historic Structure at 525 Park Avenue, known as St. Luke’s Episcopal Church.

Action Taken

On April 1, 2026, the Historic Preservation Board conducted a public hearing and approved the amended scope of work for the \$10,000 Historic District Grant award for 525 Park Avenue, according to the following Findings of Fact, Conclusions of Law, and Conditions of Approval:

Procedural History

1. The City initiated the Historic District Grant Program (HDGP) in 1987 with the goal to financially incentivize the preservation, rehabilitation, restoration, and reconstruction of Historic Structures and Sites to create a community that honors its past and encourages historic preservation.
2. On February 4, 2026, the Historic Preservation Board (HPB) awarded a \$10,000 Historic District Grant for repair and exterior paint of the façade of the Historic Structure at 525 Park Avenue, known as St. Luke’s Episcopal Church, a Landmark Historic Site in the Historic Residential-1 (HR-1) Zoning District.



Planning Department

3. The Applicant submitted a modification application on March 27, 2026 to amend the scope of work from the February 4, 2026 Historic District Grant in the amount of \$10,000 and apply the award to upgrade the old mechanical systems and restore the stained-glass windows.
4. 525 Park Avenue is in the Main Street Redevelopment Area (RDA) which had an initial balance of \$30,000 in FY26.
 - a. In FY26, the HPB awarded \$10,000 to 525 Park Ave and \$20,000 for a separate property, both sourced from the Main Street RDA, maximizing the available funds.
 - b. The current request is to amend the scope of work for the \$10,000 grant award for 525 Park Ave.

Findings of Fact

1. The Historic Sites from includes images of the pointed-arch windows with stained glass on the front façade and describes the west façade (rear) alter window as “edged in Cathedral glass”; both original stained-glass windows were removed by the previous owner and temporary window treatments are currently in place.
2. The Applicant submitted a property inspection report that indicates the existing mechanical systems, including the old furnace and water heater, are beyond their service life.
3. The proposed stained-glass window replacements and mechanical system upgrades fall under the following eligible work item categories: restoring Historic features, repairing/restoring/replacing windows, and upgrading mechanical systems and are eligible for a 50% matching grant through the HDGP includes; the work.
4. HDGP recipients must agree to a five-year lien with the City that is recorded against the property.
 - a. If the property is sold before the five-year period has passed, the Applicant is responsible for repaying the City a pro-rated amount of the awarded HDGP funds.
 - b. The Applicant for the HDGP request for 525 Park Avenue was made aware of and acknowledged the lien requirements through the HDGP application process.

Conclusions of Law

1. The Historic Preservation Board determined the Applicant’s amended scope of work to upgrade the mechanical systems and restore the stained-glass windows



Planning Department

at 525 Park Avenue, a Landmark Historic Site, qualifies for a Historic District Grant.

2. The Historic Preservation Board finds the February 4, 2026 Historic District Grant award for \$10,000 should be applied to the amended scope of work.

Conditions of Approval

1. The grantee shall maintain the architectural significance of the structure, retain and/or restore the historic character of the structure, preserve the structural integrity of the structure, and perform normal maintenance and repairs.
2. The grantee shall complete the work funded by the Historic District Grant within one year of approval of the grant application.
3. The Applicant shall submit a photograph of completed work to Planning Staff.
4. The grantee shall submit proof of payment to the Planning Department for disbursement of funds within 30 days of completion of the work.
5. Prior grant funds reimbursement, the grantee shall agree to and execute a five-year lien with the City in a form approved by the City Attorney's Office and record such lien with the Summit County Recorder's Office. Should the property be sold within the five-year period, the grantee is responsible for repaying the City a pro-rated amount of the grant disbursement. If the property is sold within one year, 100% of the awarded funds shall be paid back to the City.
6. Any changes, modifications, or deviations from the approved scope of work shall be submitted in writing for review and approval/denial in accordance with the applicable standards by the Planning Director prior to construction.

If you have questions or concerns regarding this Final Action Letter, please call (435) 699-7741 or email elissa.martin@parkcity.gov.

Sincerely,

Douglas Stephens, Chair
Historic Preservation Board

CC: Elissa Martin, Planning Project Manager



Planning Department

**HISTORIC DISTRICT
GRANT PACKET**

**FISCAL YEAR 2026
QUARTER TWO**

OCTOBER 1, 2025 – DECEMBER 31, 2025

THIS APPLICATION CYCLE IS NOT RETROACTIVE FOR WORK ALREADY COMPLETED.

**INFORMATION GUIDE
AND APPLICATION**

If you have questions regarding the requirements on this application or submittal process, please email planning@parkcity.org or call 435-615-5060.

HISTORIC DISTRICT COMPETITIVE GRANT INFORMATION GUIDE

MISSION STATEMENT:

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

ELIGIBILITY:

Property owners of Significant or Landmark Historic Sites on Park City's Historic Sites Inventory may apply for a 50% matching competitive grant. Eligible work may include interior and/or exterior repair, Preservation, Rehabilitation, or Restoration, including Historic Architectural features and structural elements, as well as mechanical systems.

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

- Repairing/Restoring/replacing windows
- Repointing masonry
- Repairing or replacing roofs
- Painting exterior
- Electrical updating*
- Upgrading mechanical systems
- Upgrading insulation
- Reconstructing Historic porches
- Restoring Historic features

Ineligible Work includes, but is not limited to:

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

EMERGENCY GRANT

Property owners may apply for an emergency grant up to \$5,000 for Emergency Repair Work defined in the Land Management Code as:

- *Work requiring prompt approval because of an imminent threat to the safety or welfare of the public or to the structure or site. The scope of the approval for emergency repair work shall only be to the extent related to stabilizing or repairing the emergency situation.**

**The approvals for emergency repair work shall be limited to the scope of the emergency work.*

COMPETITIVE GRANT

Property owners may apply for a competitive grant of up to 50% of the cost to preserve, rehabilitate, or restore a Historic Structure:

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

Application:

Applications may be submitted to the Planning Department October 1, 2025 through December 31, 2025 for Quarter 2 of the 2026 Fiscal Year. Applications are submitted for Historic Preservation Board for review at their next regularly scheduled meeting, held on the first Wednesday of each month in Park City Council Chambers, 445 Marsac Avenue.

Work proposed to be completed with grant funds must be completed within one year of approval.

Submit paper applications to the Planning Department in City Hall at 445 Marsac Avenue, Park City, Utah 84060.

Mailed applications shall be addressed as follows:

Park City Municipal Corporation
ATTN: Park City Planning Department
PO Box 1480
Park City, UT 84060

Email applications to planning@parkcity.org. Note we cannot accept emails 8MB or larger. Larger files must be sent through a file sharing service

Please review and initial the following prior to submitting your grant application:

DM ___ 1) I (we) understand I (we) will be required to provide copies of 1) invoices for the work, 2) proof of payment (e.g. receipts, invoices marked "paid", etc.), 3) a W-9 (grant income must be reported on income taxes), 4) a title report to confirm property legal description, and 5) photographs of the completed work. These items must be submitted to the City once the work is completed in order to begin the release of the grant monies.

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- AGREE TO PARTICIPATE**
- DO NOT AGREE TO PARTICIPATE**

HISTORIC DISTRICT COMPETITIVE GRANT APPLICATION

For Office Use Only

ADMINISTRATIVE REVIEW	PROJECT PLANNER	APPLICATION #	PL-26-06804
APPROVED _____	_____	DATE RECEIVED	01.12.2026
AMOUNT _____		EXPIRATION	_____
DENIED _____		BLDG PERMIT	_____

PROJECT INFORMATION

NAME: 525 Park Ave - Chapel Preservation

ADDRESS: 525 Park Ave

TAX ID: 33-4503169 OR

SUBDIVISION: SURVEY: _____ OR

_____ LOT #: _____ BLOCK #: _____

APPLICANT INFORMATION NAME: Dan Moak

MAILING ADDRESS: [REDACTED] Park City, UT 84060

PHONE #: [REDACTED] () - _____ FAX #: () - _____

EMAIL: [REDACTED] _____

APPLICANT REPRESENTATIVE INFORMATION

NAME: Dan Moak

PHONE #: [REDACTED] () - _____

EMAIL: [REDACTED] _____

PRIMARY

ADDRESS: [REDACTED] Park City, UT 84060

If you have questions regarding the requirements on this application or submittal process, please email planning@parkcity.org or call 435-615-5060.

SUBMITTAL REQUIREMENTS

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



Affirmation of Sufficient Interest

Park City Municipal Corporation
Planning Department

Date 1/9/2026

Project Address: 525 Park Ave Park City, UT 84060

Application Type: HDDR Pre-Application and Historic District Grant Application

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

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

Name of Property Owner: Park City Chapel LLC

Please attach a Proof of Authorization to your application if any of the following is true:

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

Email Address: [REDACTED]

Phone Number: [REDACTED]

Signature: Dan Moak Authorized Representative of Daily Church, the sole member of Park City Chapel, LLC

ADDENDUM TO HISTORIC DISTRICT GRANT APPLICATION

Applicant: Park City Chapel, Dan Moak

Property Address: 525 Park Ave, Park City, UT 84060

Date: February 12, 2026

Subject: Formal Request for Change in Scope of Work

Overview

This addendum is submitted to request a formal modification to the scope of work for the awarded \$10,000 matching grant. Following a detailed building inspection and subsequent contractor estimates, the organization has identified urgent restoration and mechanical needs that are critical to the building's preservation. The revised scope focuses on restoring missing historic features and replacing failing infrastructure.

A primary focus of this revised scope is the replacement of historic stained-glass windows that were removed by the previous owner. As these are vital historic architectural features, their replacement is essential to maintaining the building's 1901 heritage and overall integrity.

Revised Scope of Work & Pricing

1. Restoration of Historic Stained-Glass Windows This project involves the creation and installation of replica stained glass windows—including the front exterior and interior windows—as well as a custom interior cross with a mountain design. These improvements replace original historic features and integrate new custom work to return the building to its historic appearance.

- **Total Cost:** \$11,144.71 (Combined estimates for window replicas and interior mountain cross design. Total price is likely to increase with additional design changes)

2. HVAC System Replacement (Furnace) The existing furnace is well beyond its service life, dating back to 1987. It will be replaced with a new 80% single-phase basic furnace to ensure the safety and climate control of the historic structure.

- **Total Cost:** \$7,254.00

3. Water Heater Replacement To prevent potential failure and water damage to the historic basement and foundation, the aging unit will be replaced with a new 50-gallon Rheem (or equivalent) water heater.

- **Total Cost:** \$4,059.90

Budget Summary

- **Total Revised Project Cost:** \$22,458.61
- **Grant Award (Match):** \$10,000.00
- **Applicant Share:** \$12,458.61

Summary

The proposed changes prioritize the immediate needs of the property and the restoration of its architectural integrity commensurate with the allotted grant funds. Replicating the stained glass windows is essential for returning 525 Park Ave to its 1901 historic character, while the mechanical replacements address urgent infrastructure needs identified during inspection.

The original intent was to facilitate full exterior painting and wood restoration, which we still desire to accomplish later this year. The initial grant request was for \$24,500 to cover nearly half of that project. However, as the award was \$10,000, the resulting funding gap has made the painting project cost-prohibitive for the organization at this time. As a donation supported nonprofit, the additional funds required to bridge this gap are not currently available.

By pivoting the awarded \$10,000 toward the stained-glass restoration and critical mechanical systems, these vital improvements can be completed immediately. The organization intends to continue fundraising efforts and submit a subsequent application in the July grant cycle to specifically seek the funds necessary to complete the exterior painting project.

Dan Moak

Signature: _____ Date: 2/12/2026

Dan Moak, Park City Chapel

Current



Removed



ESTIMATE

Holdman Studios, LLC
2472 W Sycamore Lane
Lehi, UT 84048



Bill to
Dan Moak
525 Park Ave.
Park City, UT 84060



Estimate details

Estimate no.: 2092
Estimate date: 01/05/2026

#	Product or service	Description	Qty	Rate	Amount
1.		Replica of Park City Church:Front Exterior - 55 inches tall, 62 wide (14 sqft) Inside - 80 inches tall, 32 wide (14 sqft)			
2.	Design Hours	Design, Concepts, AI Files, & Patterns	1	\$1,242.50	\$1,242.50
3.	Materials	Glass, Metal, Iron, Solder Supplies	1	\$4,089.75	\$4,089.75
4.	Labor	Labor	1	\$2,138.50	\$2,138.50
5.	Labor	Installation	1	\$2,118.75	\$2,118.75
				Total	\$9,589.50

Accepted date

Accepted by

Holdman Studios, LLC

2472 W Sycamore Lane
Lehi, UT 84048 USA

www.holdmanstudios.com



Change Order Request

ADDRESS

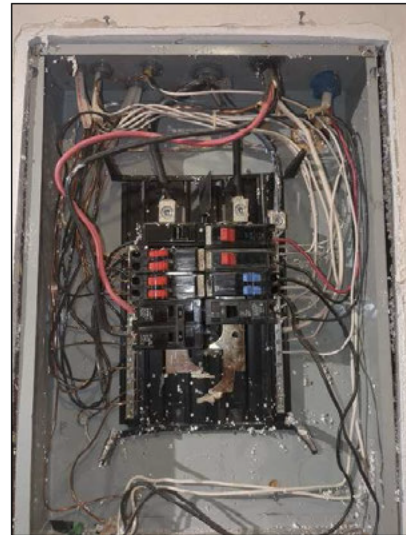
Dan Moak
525 Park Ave.
Park City, UT 84060

CHANGE ORDER 2111
REQUEST
DATE 01/27/2026

DESCRIPTION	QTY	RATE	AMOUNT
Interior Cross, Mountains Design			
Design, Concepts, AI Files, & Patterns	1	527.50	527.50
Labor	1	682.50	682.50
Fixing Wood and Adding Trim	1	345.21	345.21
SUBTOTAL			1,555.21
TAX			0.00
TOTAL			USD 1,555.21

Accepted By

Accepted Date



4. Wiring

Materials: Copper

Observations:

- Overall condition of wiring in the panel was inspected, any significant concerns will be noted. Most wiring in the home is not accessible or visible.

Furnace/Heater/HVAC

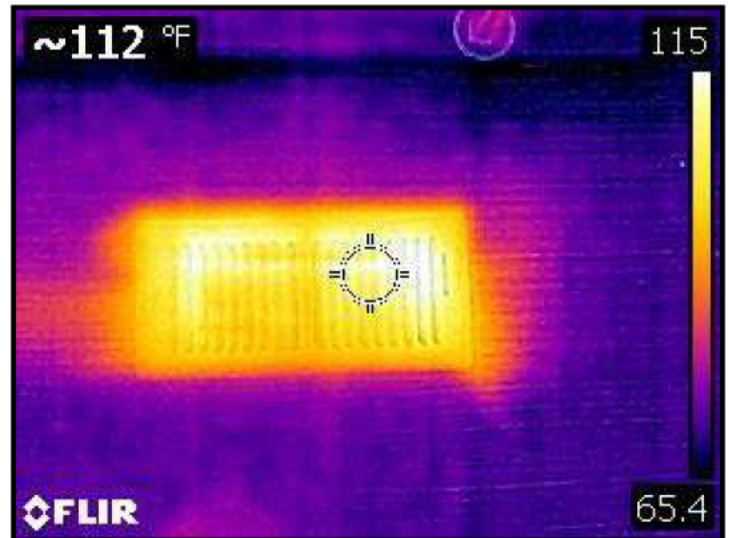
1. Condition

Location: Closet

Type: Forced Air

Observations:

- Unit ran well on command using the thermostat, warm air was produced at the vents, any issues will be noted. We always recommend that you confirm that service has been performed in the last 12 months, if it has not then we recommend having it serviced by an HVAC contractor as part of normal maintenance.



2. Age

Observations:

- 1987
- This unit is older than 30 years. Although functional at the time of inspection, you should have it assessed in greater detail by a licensed HVAC contractor to assure safe and efficient function. They should assess the heat exchanger as well as current efficiency level.



3. Fuel Source Shut Off

Materials: Natural Gas

Observations:

- Shut off noted.



4. Venting

Observations:

- The flue or vent was inspected, any significant concerns will be noted. We do not comment on current or past building codes, any concerns will be noted. We do not trace vents to the exterior.
- The flue pipe is metal

4. Fire Suppression System Condition

Type: Present, there is a fire suppression system present. We do not perform a full inspection on this system. Inspections by a certified fire system company are recommended annually.



Water Heater

1. Water Heater Condition

Heater Type: Gas

Location: Closet

Observations:

- Water Heater was inspected, any significant concerns will be noted. Unless otherwise noted, hot water was available at the fixtures in the home.



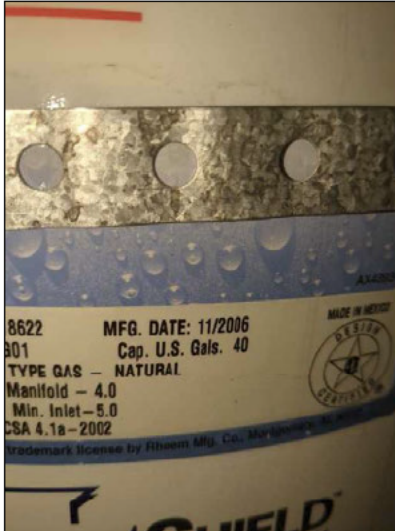
2. Age

Observations: 40 Gallons

Observations:

- 2006

• Although functional at the time of inspection, this tank is beyond the typical service life of 15 years. Based on the age, we recommend further assessment by a plumber as a precaution.



3. Gas Valve

Observations:

- Gas
- Shut off seen



4. Plumbing

Materials: Flex line

Observations:

- A water shutoff valve is installed adjacent to the tank
- There is no expansion tank installed. You should consider having a plumber install one, this is currently required in most water service areas.



1700 Park Ave Ste 2080 • Park City, UT 84060-5162 • Phone: 435-513-5047

Dan Moak

Phone: [REDACTED]

Job Address:

525 Park Ave

Park City, UT 84060

Print Date: 12-8-2025

Proposal for 525 Park Ave. Church

Thank you for allowing us to provide you with a proposal! Please take some time to review and feel free to reach out to us if you have any questions. We look forward to working with you!

Items	Description	Qty/Unit	Unit Price	Price
Stone entry steps Division 04 Masonry - Albañilería	Remove existing stone steps and steel lintles and replace with primed steel and new Browns Canyon select flagstone installed with Type S Mortar.	336	\$38.61	\$12,972.96
Replace Entry railings Division 05 Metals - Rieles	Black powder coated steel railings to 34" tall to achieve proper grab rail code.	110	\$39.78	\$4,375.80
Exterior Paint Division 09 Finishes - Refinamiento	Sanding, stripping, and filling at failed locations 35% - Prep 135 Man Hours Double tone painting all exterior wood surfaces. 270 Man hours	405	\$76.05	\$30,800.25
Exterior paint materials Division 09 Finishes - Refinamiento	Exterior two tone paint, prep supplies, and disposable products.	18,240.7 Lump Sum	\$1.17	\$21,341.62
Hot water heater replacement Division 15 Mechanical - Mecánico	Replace hot water heat with Rheem brand or equivalent. 50 gal	1	\$4,059.90	\$4,059.90
Hvac Furnace replacement Division 15 Mechanical - Mecánico	80% Single phase basic furnace	1	\$7,254.00	\$7,254.00
Add A/C to furnace system Division 15 Mechanical - Mecánico		1	\$10,494.90	\$10,494.90
Kitchen Upgrades Division 09 Finishes - Refinamiento	Stove, sink, dishwasher and new cabinets, flooring, wall paint and lights fixtures	1 lump sum	\$31,239.00	\$31,239.00
Bathroom renovation Division 09 Finishes - Refinamiento	Replace flooring, vanity cabinet, shower enclosure, lighting, paint and finish hardware	1	\$19,890.00	\$19,890.00

Upon your approval of this proposal, you will allow us to proceed with an estimate for your project and start the bidding process with our subcontractors and suppliers.

I confirm that my action here represents my electronic signature and is binding.

Required clients

Dan Moak



HISTORIC SITES INVENTORY
HISTORIC SITE FORM
 PARK CITY MUNICIPAL CORPORATION



IDENTIFICATION

Property Name (if any): Saint Luke's Episcopal Church

Address: 525 Park Avenue

Date of Construction: c. 1901

City, County: Park City, Summit County, Utah

Architect/Builder, if known: unknown

Tax Number: PC-72-X

Current Owner: Episcopal Church

Legal Description (include acreage): LOT 6 BLK 5 PARK CITY TOWNSITE ALSO THE N'LY 5.5 FT OF LOT 5 BLK 5 PARK CITY SURVEY BAL 0.05 ACRESE QC-660 461-184-A 668-396

STATUS / USE

Original Use: religious

Current Use: religious

Property Type:

National Register of Historic Places:

Evaluation:

Building

Eligible

Landmark Site

Structure

Ineligible

Significant Site

Site

Listed, Date:

Non Historic

11/20/1980 – Individually listed

DOCUMENTATION

Photographs:

Research Sources:

Tax Photos

Sanborn Maps

City/ County Histories

Newspapers

Prints:

tax Card

Personal Interviews

Other:

Historic

Census Records

Park City Museum

abstract of title

USHS Preservation Files

DESCRIPTION

Architectural Style: Carpenter Gothic style / church type

No. Stories: 1

Number of Associated Structures: Accessory building(s). # Structure(s). #

Condition: Good Fair Poor Uninhabitable/Ruin

Location: Original location Moved (Date: ,original location:)

Materials: (Describe the visible materials)

Exterior Walls: Drop siding

Foundation: Stone

Roof: Gable roof form sheathed in metal material

Windows/Doors: Pointed (Gothic) arched double-hung sash type

Additions: Major Minor None

Alterations: Major Minor None

Describe Additions/ Alterations (Dates):

Essential Historic Form: Retains Does Not Retain

NARRATIVE DESCRIPTION OF PROPERTY

(Briefly describe the property and its setting. Include a verbal description of the location; a general description of the property including the overall shape, number of stories, architectural style, materials, shape of roof; identify and describe any associated structures; identify any known exterior additions and/or alterations.)

St. Luke’s Episcopal Church was described in the 1980 National Register nomination form as follows:

“St. Luke’s Episcopal Church was built in 1901 to replace the original Episcopal Church in Park City which was destroyed by fire in June, 1898. It is a small, one story, frame, rectangular chapel in a simplified Gothic style. The building rests on a coursed stone foundation. The roof is high-pitched and tin clad, with the gable end facing eastward to the street. Typical of many of the frame structures in Park City, the building is sided in painted horizontal shiplap. Cement stairs lead up from the street to a small porch in front of the vestibule, on the east side.

The front façade of the nave is unornamented. Embellishments to the simple structure are found on the façade of the small vestibule. The entryway consists of a pair of eight-panel wooden doors with plain ceramic knobs. Directly

above the doors are two clear-paned pointed-arch windows, which provide a lancet effect in relation to the line of the doors. A pointed arch within the gable encloses these two windows. Two stick work ornamental pointed arches are supported by console brackets on either side of the lintel.

There are three pointed-arch windows on the North and South sides of the building. They are double-hung, wood sash, each containing two large clear panes and 21 stained cathedral glass edge pieces. Presently plastic sheeting covers these side windows and temporary metal grating protects them from snow.

The west facade of the building holds one pointed arch window edged in Cathedral glass, behind the altar area. A small store room projects from the west side; there is physical evidence that this structure may have replaced a larger back room.

The interior of the vestibule is lined in the original pine paneling. Two stained wood doors open into the chapel itself. The interior of the church has been significantly altered. During renovation in May 1979, new structurally supporting cross beams were installed and the ceiling was dropped approximately two feet. The new ceiling covers the point at the top of the window behind the altar. When the original wallpaper was pulled off, it was found to be adhering to cloth, a common feature in Park City buildings of that period. The workmen stripped the walls down to the frame and siding, replacing the original walls with a plastic vapor barrier. This was covered with a skip-trowelled textured wallboard, which was used for the new ceiling as well.

At the time of renovation, the building was settling around a large tree stump under the southwest corner of the building. The workmen leveled the floor, and it is now covered in thick wall-to-wall rust colored carpet.

In 1964, the original coal stoves heating the building were replaced by space heaters. This inadequate and poorly wired system was replaced by a forced air system in the fall of 1979. The large aluminum ducts from this system run along the outside aisles, and a large heating grate is situated to the right of the altar cross.

The original fixtures, wood moldings and altar area are intact. There are ten pews for the congregation, at angles in the chapel, with an additional pew on either side of the altar for the lay readers. The altar area is set off on a platform two steps above the main floor, and marked by a turned-wood altar rail open on the center aisle. The present altar is temporary; the original is in storage at the Episcopal retreat in Brighton, Utah. The brass altar cross, acquired in 1895, came from the original St. Luke's and was salvaged after the fire.

Two hanging light fixtures date to 1916, when they were donated by parishoners. Lighting is augmented by six new fluorescent lamps flush with the ceiling.

To the right of the altar is a molded wood door leading into the small storage room, which contains the furnace, as well as functioning as a dressing room for the minister.

No definite plans have been made for further renovation.”

Since the writing of the 1980 nomination only minor changes have occurred. The tin roof mentioned in the description may have been replaced by a standing seam metal roof, but available images make it difficult to

confirm. A narrow walkway has been added to the south of the building and is covered with a steep shed roof. The overall form and materiality of the building remains intact and the building retains its historic value.

SIGNIFICANCE

Historic Era:

- Settlement & Mining Boom Era (1868-1893)
- Mature Mining Era (1894-1930)
- Mining Decline & Emergence of Recreation Industry (1931-1962)

Narrative Statement of Significance:

(Briefly describe those characteristics by which this property may be considered historically significant.)

The history of St. Luke's Episcopal Church was given in the 1980 National Register nomination form as follows:

"St. Luke's Episcopal Church rebuilt in the 1899-1900 period, is significant in several aspects. First, it is representative of Episcopal missionary activity in western mining towns. Second, it is significant to state history as a non-Mormon church in a non-Mormon Utah town. Finally, it is most significant to local history as one of the integrating and stabilizing institutions established during Park City's transition from a boom town into a permanent community the structure's exterior, a frame building in a simplified Gothic style, remains almost intact. St. Luke's Episcopal Church has survived in Park City through the continual efforts of its members, in spite of erratic support from its Diocese. Although the building itself has been blamed for the decline of the congregation, it now serves once again as a symbol of continuity and community in a modern-day boom town.

The coming of the railroad and mineral discoveries in the mountains surrounding the Salt Lake Valley inspired a great influx of gentiles into Mormon Utah in the 1860s. Brigham Young banned mining activity for Mormons as interference with agricultural pursuits, discouraged mining of precious metals, and the boom towns springing up near the miners are predominantly gentile.

Park City in its mine camp days of the 1870s was generally Catholic or Masonic. Episcopalian missionary interests turned to the mining towns during the 1880s. Services were held in Park City's schoolhouse whenever the itinerant Bishop Tuttle or one of his ministers came through town on their missionary circuit. A small but stable congregation emerged by the late

1880s. Tuttle's successor, Bishop Abiel Leonard, recognized great missionary potential in Utah's mining communities and in September 1889 organized St. Luke's Mission in Park City. The local Missionary Committee consisted of H.C. Bates, J.W. Pearson, and S.L. Raddon. A men's benevolent association, the Brotherhood of St. Andrew, and a Ladies Guild engaged in social and humanitarian causes. Through dances, concerts, and other entertainments, the congregation raised most of the funds for a church building over the next year. The Episcopal District helped raise the balance to allow completion of the \$3,000 church in March 1890. The building stood at 310 Park Avenue.

During the next eight years the congregation grew rapidly and participated as an important factor in Park City social, cultural, and humanitarian activities. The Mission boasted a junior guild for young ladies and a surpliced boy's choir by 1896. A rectory was built adjacent to the church during this period, to insure a resident minister of housing. The presence of a resident minister allowed regular services and encouraged further development of the lay organizations of St. Luke's."

The building is still owned by the Episcopal Church.

REFERENCES

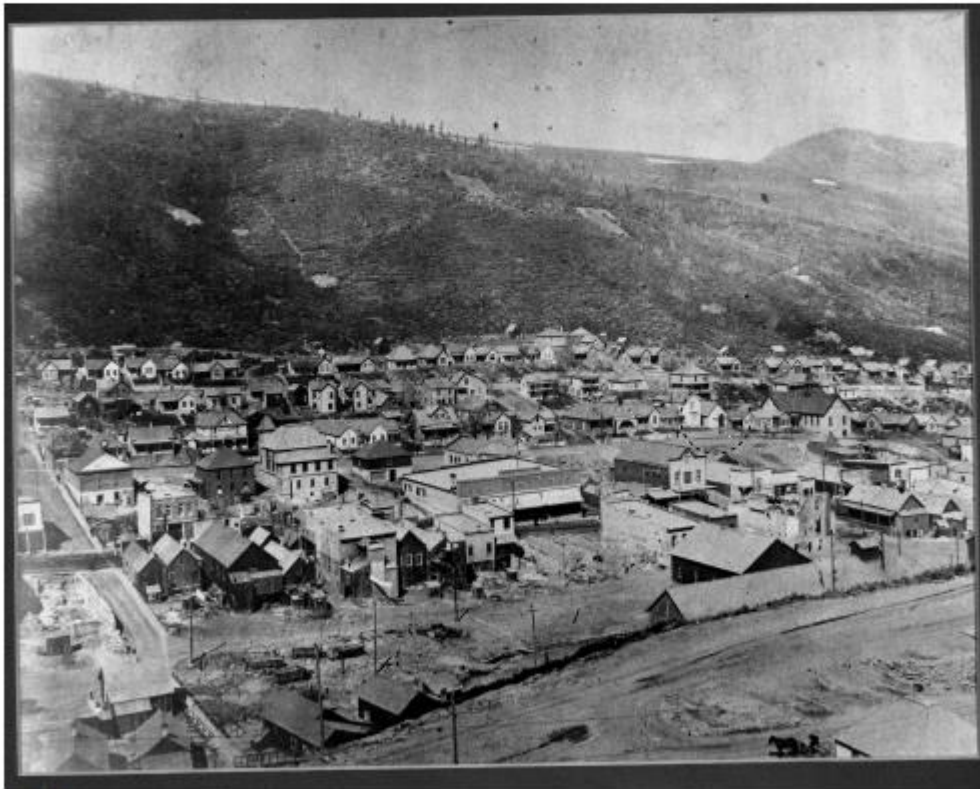
- Boutwell, John Mason and Lester Hood Woolsey. *Geology and Ore Deposits of the Park City District, Utah*. White Paper, Department of the Interior, United States Geological Survey. Washington: Government Printing Office, 1912.
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- National Register of Historic Places. Park City Main Street Historic District. Park City, Utah, National Register #79002511.
- Peterson, Marie Ross and Mary M. Pearson. *Echoes of Yesterday: Summit County Centennial History*. Salt Lake City: Daughters of Utah Pioneers, 1947.
- Pieros, Rick. *Park City: Past & Present*. Park City: self-published, 2011.
- Randall, Deborah Lyn. *Park City, Utah: An Architectural History of Mining Town Housing, 1869 to 1907*. Master of Arts thesis, University of Utah, 1985.
- Ringholz, Raye Carleson. *Diggings and Doings in Park City: Revised and Enlarged*. Salt Lake City: Western Epics, 1972.
- Ringholz, Raye Carleson and Bea Kummer. *Walking Through Historic Park City*. Self-published, 1984.
- Thompson, George A., and Fraser Buck. *Treasure Mountain Home: Park City Revisited*. Salt Lake City: Dream Garden Press, 1993.

PHOTOS

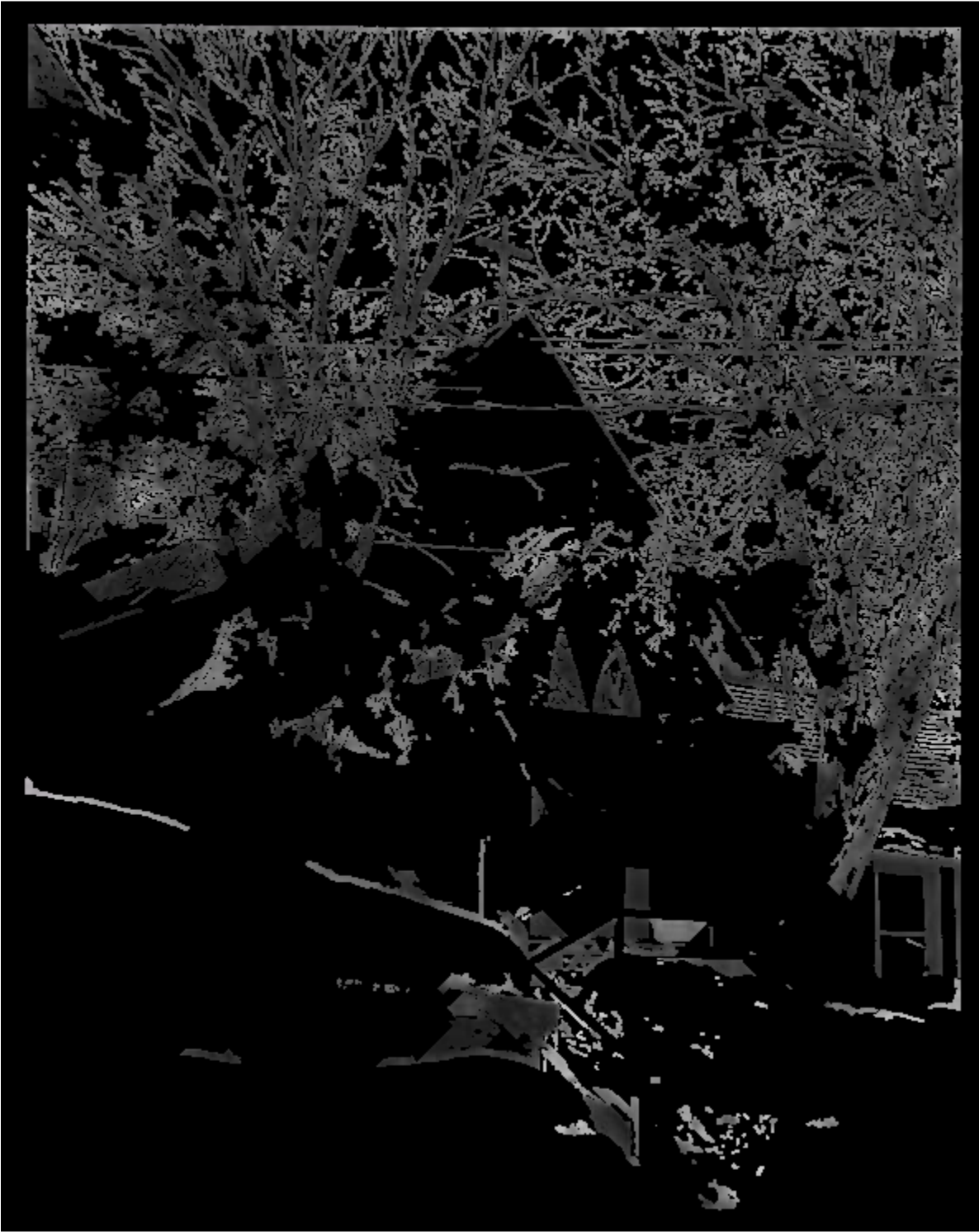
(Provide several clear historical and current photos of the property as well as locational maps indicating the location of the property in relation to streets or other widely recognized features.)

525 Park Avenue, Park City, Summit County, Utah

Intensive Level Survey—Biographical and Historical Research Materials



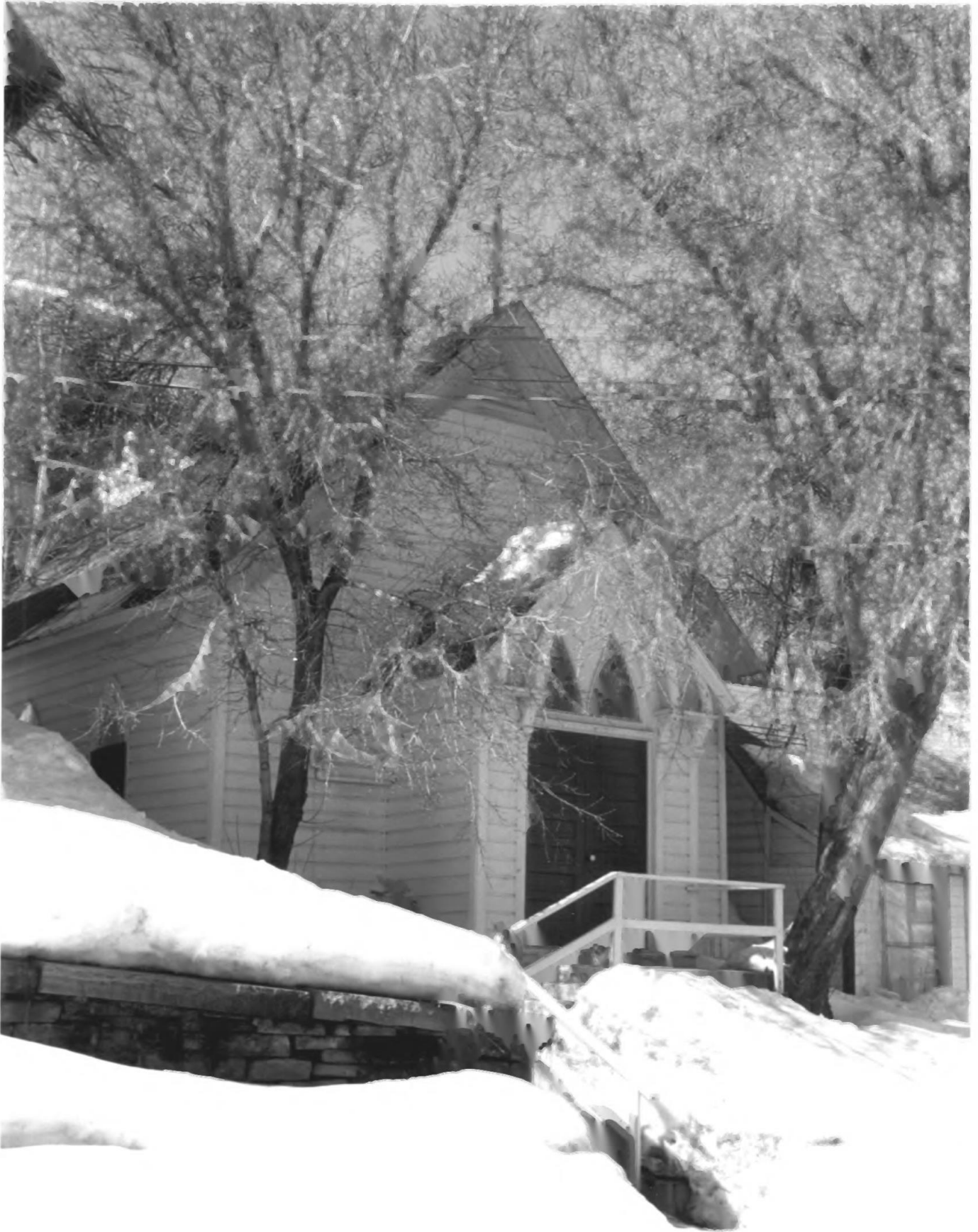
c. 1900



St. Luke's Episcopal Church
Park City, Summit County, Utah

Photo: Rosemarie Haberle, March 1980
Negative in possession of photographer





NOV 28 1980

St. Luke's Episcopal Church
Park City, Summit County, Utah

OCT 28 1980

View from southeast

Photo: Rosemarie Haberle, March 1980
Negative in possession of photographer

//









525 Park Avenue. Northeast oblique. November 2013.



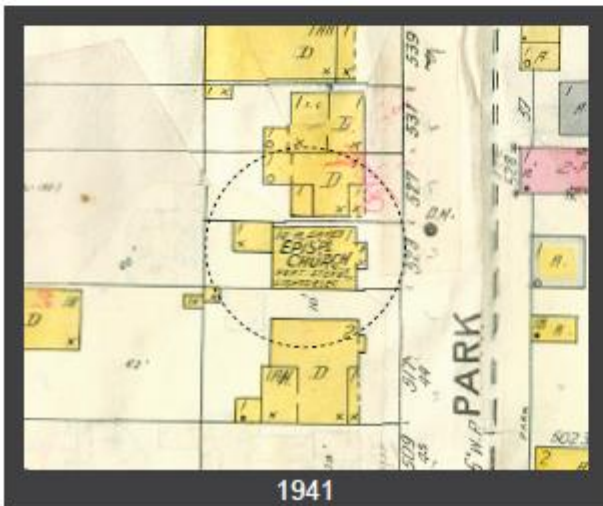
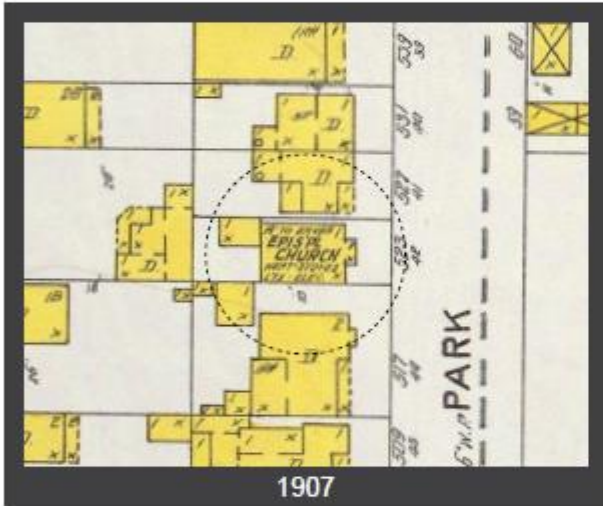
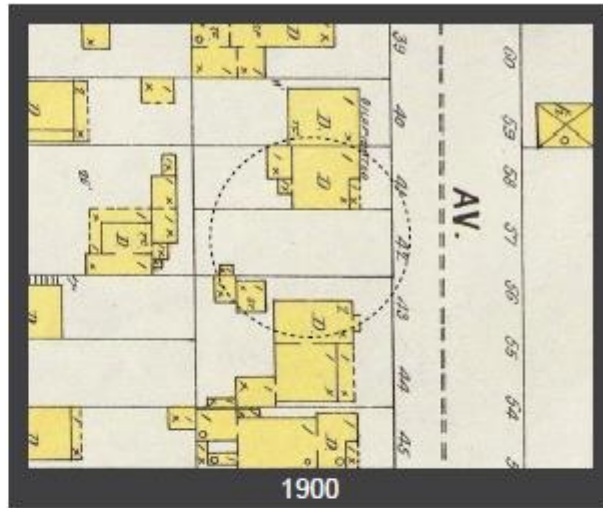
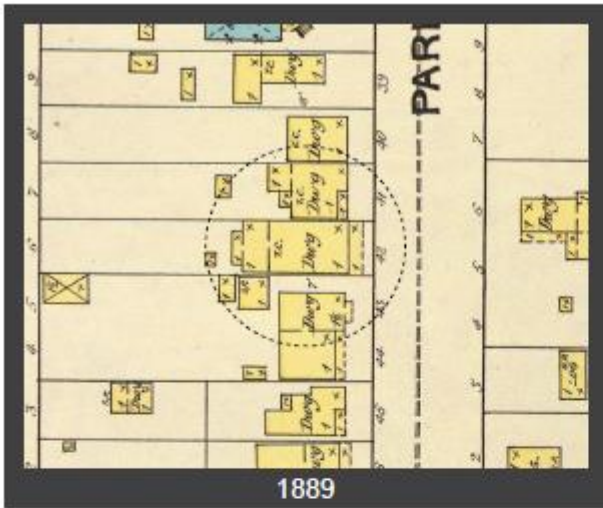
525 Park Avenue. East elevation. November 2013.



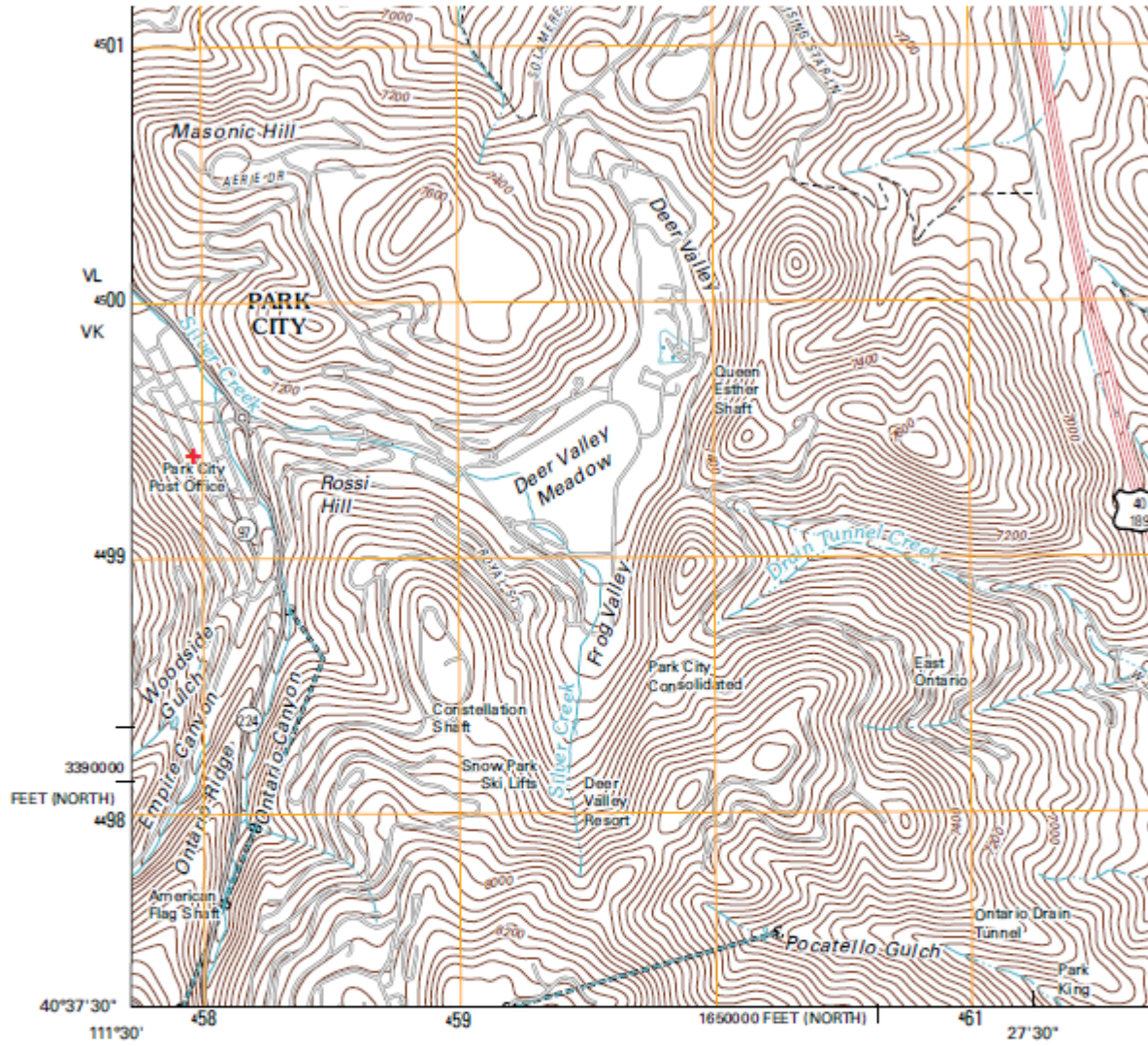
525 Park Avenue. Southeast oblique. November 2013.

MAPS

525 Park Avenue, Park City, Summit County, Utah
Intensive Level Survey—Sanborn Map history

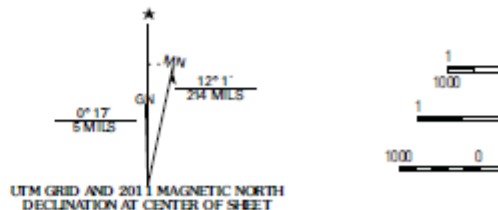


525 Park Avenue, Park City, Summit County, Utah
 Intensive Level Survey—USGS Map



Produced by the United States Geological Survey
 North American Datum of 1983 (NAD83)
 World Geodetic System of 1984 (WGS84). Projection and
 1 000-meter grid: Universal Transverse Mercator, Zone 12T
 10 000-foot ticks: Utah Coordinate System of 1983
 (north and central zones)

Imagery.....NAIP, July 2009 - August 2009
 Roads.....©2006-2010 Tele Atlas
 Names.....GNIS, 2009
 Hydrography.....National Hydrography Dataset, 2009
 Contours.....National Elevation Dataset, 2008



UTM GRID AND 2011 MAGNETIC NORTH DECLINATION AT CENTER OF SHEET

U.S. National Grid	
100,000-m Square ID	
VL	00
Grid Zone Designation	
12T	

+ location on USGS Park City East 1:24000 Quadrangle Map (2011)

Researcher: Philip F. Notarianni
Date: August, 1978

Site No. SU-10-137

Utah State Historical Society Historic Preservation Research Office Structure/Site Information Form

IDENTIFICATION

Street Address: 523 Park Ave. Plat_{PC} Bl.₅ Lot ₆
 Name of Structure: Episcopal Church T. R. S.
 Present Owner: Episcopal Church UTM:
 Owner Address: c/o/ Park City, Utah 84060 Tax #: PC-72

AGE/CONDITION/USE

Original Owner: Episcopal Church Construction Date: 1898 Demolition Date:
 Original Use: religious
 Present Use: Occupants:
 Single-Family Park Vacant
 Multi-Family Industrial Religious
 Public Agricultural Other
 Commercial
 Building Condition: Integrity:
 Excellent Site Unaltered
 Good Ruins Minor Alterations
 Deteriorated Major Alterations

STAT

Preliminary Evaluation: Final Register Status:
 Significant National Landmark District
 Contributory National Register Multi-Resource
 Not Contributory State Register Thematic
 Intrusion

DOCUMENTATION

Photography: 11/77 Date of Photographs:
 Date of Slides: Views: Front Side Rear Other
 Views: Front Side Rear Other
 Research Sources:
 Abstract of Title City Directories LDS Church Archives
 Plat Records Biographical Encyclopedias LDS Genealogical Society
 Plat Map Obituary Index U of U Library
 Tax Card & Photo County & City Histories BYU Library
 Building Permit Personal Interviews USU Library
 Sewer Permit Newspapers SLC Library
 Sanborn Maps Utah State Historical Society Library Other

Bibliographical References (books, articles, records, interviews, old photographs and maps, etc.):
 Summit County Recorder and Assessor Records, Summit County Courthouse, Coalville, Utah.
 Sanborn Maps, Park City, Utah, 1899, 1900, 1907.

5
ARCHITECTURE

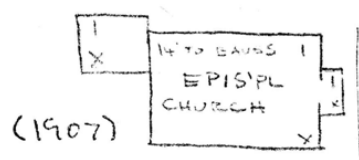
Architect/Builder:

Building Materials: Building Type/Style:

Description of physical appearance & significant architectural features:
(Include additions, alterations, ancillary structures, and landscaping if applicable)

An empty lot in 1900.

From Sanborn Maps:



An empty lot in 1900.

6
HISTORY

Statement of Historical Significance:

- | | | | |
|---|---|--|--|
| <input type="checkbox"/> Aboriginal Americans | <input type="checkbox"/> Communication | <input type="checkbox"/> Military | <input checked="" type="checkbox"/> Religion |
| <input type="checkbox"/> Agriculture | <input type="checkbox"/> Conservation | <input type="checkbox"/> Mining | <input type="checkbox"/> Science |
| <input type="checkbox"/> Architecture | <input type="checkbox"/> Education | <input type="checkbox"/> Minority Groups | <input type="checkbox"/> Socio-Humanitarian |
| <input type="checkbox"/> The Arts | <input type="checkbox"/> Exploration/Settlement | <input type="checkbox"/> Political | <input type="checkbox"/> Transportation |
| <input type="checkbox"/> Commerce | <input type="checkbox"/> Industry | <input type="checkbox"/> Recreation | |

**United States Department of the Interior
Heritage Conservation and Recreation Service**

**National Register of Historic Places
Inventory—Nomination Form**

For HCRS use only
received **OCT 28 1980**
date entered **NOV 28 1980**

See instructions in *How to Complete National Register Forms*
Type all entries—complete applicable sections

1. Name

historic St. Saint Luke's Episcopal Church

and/or common

2. Location

street & number 523 Park Avenue not for publication
city, town Park City vicinity of congressional district 01
state Utah code 049 county Summit code 043

3. Classification

Category	Ownership	Status	Present Use
<input type="checkbox"/> district	<input type="checkbox"/> public	<input type="checkbox"/> occupied	<input type="checkbox"/> agriculture
<input checked="" type="checkbox"/> building(s)	<input checked="" type="checkbox"/> private	<input checked="" type="checkbox"/> unoccupied	<input type="checkbox"/> commercial
<input type="checkbox"/> structure	<input type="checkbox"/> both	<input type="checkbox"/> work in progress	<input type="checkbox"/> educational
<input type="checkbox"/> site	Public Acquisition	Accessible	<input type="checkbox"/> entertainment
<input type="checkbox"/> object	<input type="checkbox"/> in process	<input checked="" type="checkbox"/> yes: restricted	<input type="checkbox"/> government
	<input type="checkbox"/> being considered	<input type="checkbox"/> yes: unrestricted	<input type="checkbox"/> industrial
		<input type="checkbox"/> no	<input type="checkbox"/> military
			<input type="checkbox"/> museum
			<input type="checkbox"/> park
			<input type="checkbox"/> private residence
			<input checked="" type="checkbox"/> religious
			<input type="checkbox"/> scientific
			<input type="checkbox"/> transportation
			<input type="checkbox"/> other:

4. Owner of Property

name Episcopal Church Croperation of Utah
street & number 231 East 1st South
city, town Salt Lake City vicinity of state Utah

5. Location of Legal Description

courthouse, registry of deeds, etc. Summit County Recorder - Summit County Courthouse
street & number
city, town Coalville state Utah

6. Representation in Existing Surveys

title Locally designated Historical Resi- dential District has this property been determined elegible? yes no
date 1976 federal state county local
depository for survey records Utah State Historical Society
city, town Salt Lake City state Utah

7. Description

Condition		Check one	Check one
<input type="checkbox"/> excellent	<input type="checkbox"/> deteriorated	<input type="checkbox"/> unaltered	<input checked="" type="checkbox"/> original site
<input checked="" type="checkbox"/> good	<input type="checkbox"/> ruins	<input checked="" type="checkbox"/> altered	<input type="checkbox"/> moved date _____
<input type="checkbox"/> fair	<input type="checkbox"/> unexposed		

Describe the present and original (if known) physical appearance

St. Luke's Episcopal Church was built in 1901 to replace the original Episcopal Church in Park City which was destroyed by fire in June, 1898. It is a small, one story, frame, rectangular chapel in a simplified Gothic style. The building rests on a coursed stone foundation. The roof is high-pitched and tin-clad, with the gable end facing eastward to the street. Typical of many of the frame structures in Park City, the building is sided in painted horizontal shiplap. Cement stairs lead up from the street to a small porch in front of the vestibule, on the east side.

The front facade of the nave is unornamented. Embellishments to the simple structure are found on the facade of the small vestibule. The entryway consists of a pair of eight-panel wooden doors with plain ceramic knobs. Directly above the doors are two clear-paned pointed-arch windows, which provide a lancet effect in relation to the line of the doors. A pointed arch within the gable encloses these two windows. Two stick work ornamental pointed arches are supported by console brackets on either side of the lintel.

There are three pointed-arch windows on the North and South sides of the building. They are double-hung, wood sash, each containing two large clear panes and 21 stained cathedral glass edge pieces. Presently plastic sheeting covers these side windows and temporary metal grating protects them from snow.

The west facade of the building holds one pointed arch window edged in Cathedral glass, behind the altar area. A small store room projects from the west side; there is physical evidence that this structure may have replaced a larger back room.

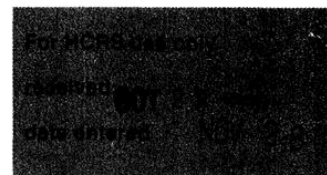
The interior of the vestibule is lined in the original pine paneling. Two stained wood doors open into the chapel itself. The interior of the church has been significantly altered. During renovation in May 1979, new structurally supporting cross beams were installed and the ceiling was dropped approximately two feet. The new ceiling covers the point at the top of the window behind the altar. When the original wallpaper was pulled off, it was found to be adhering to cloth, a common feature in Park City buildings of that period. The workmen stripped the walls down to the frame and siding, replacing the original walls with a plastic vapor barrier. This was covered with a skip-trowelled textured wallboard, which was used for the new ceiling as well.

At the time of renovation, the building was settling around a large tree stump under the southwest corner of the building. The workmen leveled the floor, and it is now covered in thick wall-to-wall rust colored carpet.

In 1964, the original coal stoves heating the building were replaced by space heaters. This inadequate and poorly wired system was replaced by a forced air system in the fall of 1979. The large aluminum ducts from this system run along the outside aisles, and a large heating grate is situated to the right of the altar cross.

**United States Department of the Interior
Heritage Conservation and Recreation Service**

**National Register of Historic Places
Inventory—Nomination Form**



Continuation sheet

Item number 7

Page 1

The original fixtures, wood moldings and altar area are intact. There are ten pews for the congregation, at angles in the chapel, with an additional pew on either side of the altar for the lay readers. The altar area is set off on a platform two steps above the main floor, and marked by a turned-wood altar rail open on the center aisle. The present altar is temporary; the original is in storage at the Episcopal retreat in Brighton, Utah. The brass altar cross, acquired in 1895, came from the original St. Luke's and was salvaged after the fire.

Two hanging light fixtures date to 1916, when they were donated by parishoners. Lighting is augmented by six new flourescent lamps flush with the ceiling.

To the right of the altar is a molded wood door leading into the small storage room, which contains the furnace, as well as functioning as a dressing room for the minister.

No definite plans have been made for further renovation.

8. Significance

Period	Areas of Significance—Check and justify below			
<input type="checkbox"/> prehistoric	<input type="checkbox"/> archeology-prehistoric	<input type="checkbox"/> community planning	<input type="checkbox"/> landscape architecture	<input checked="" type="checkbox"/> religion
<input type="checkbox"/> 1400-1499	<input type="checkbox"/> archeology-historic	<input type="checkbox"/> conservation	<input type="checkbox"/> law	<input type="checkbox"/> science
<input type="checkbox"/> 1500-1599	<input type="checkbox"/> agriculture	<input type="checkbox"/> economics	<input type="checkbox"/> literature	<input type="checkbox"/> sculpture
<input type="checkbox"/> 1600-1699	<input type="checkbox"/> architecture	<input type="checkbox"/> education	<input type="checkbox"/> military	<input checked="" type="checkbox"/> social/
<input type="checkbox"/> 1700-1799	<input type="checkbox"/> art	<input type="checkbox"/> engineering	<input type="checkbox"/> music	<input type="checkbox"/> humanitarian
<input checked="" type="checkbox"/> 1800-1899	<input type="checkbox"/> commerce	<input type="checkbox"/> exploration/settlement	<input type="checkbox"/> philosophy	<input type="checkbox"/> theater
<input type="checkbox"/> 1900-	<input type="checkbox"/> communications	<input type="checkbox"/> industry	<input type="checkbox"/> politics/government	<input type="checkbox"/> transportation
		<input type="checkbox"/> invention		<input type="checkbox"/> other (specify)

Specific dates 1899-1900

Builder/Architect Episcopal Church

Statement of Significance (in one paragraph)

St. Luke's Episcopal Church rebuilt in the 1899-1900 period, is significant in several aspects. First, it is representative of Episcopal missionary activity in western mining towns. Second, it is significant to state history as a non-Mormon church in a non-Mormon Utah town. Finally, it is most significant to local history as one of the integrating and stabilizing institutions established during Park City's transition from a boom town into a permanent community. The structure's exterior, a frame building in a simplified Gothic style, remains almost intact. St. Luke's Episcopal Church has survived in Park City through the continual efforts of its members, inspite of erratic support from its Diocese. Although the building itself has been blamed for the decline of the congregation, it now serves once again as a symbol of continuity and community in a modern-day boom town.

The coming of the railroad and mineral discoveries in the mountains surrounding the Salt Lake Valley inspired a great influx of gentiles into Mormon Utah in the 1860s. Brigham Young banned mining activity for Mormons as interference with agricultural pursuits, discouraged mining of precious metals, and the boom towns springing up near the miners are predominantly gentile.

Park City in its mine camp days of the 1870s was generally Catholic or Masonic. Episcopalian missionary interests turned to the mining towns during the 1880s. Services were held in Park City's schoolhouse whenever the itinerant Bishop Tuttle or one of his ministers came through town on their missionary circuit. A small but stable congregation emerged by the late 1880s. Tuttle's successor, Bishop Abiel Leonard, recognized great missionary potential in Utah's mining communities, and in September 1889 organized St. Luke's Mission in Park City. The local Missionary Committee consisted of H.C. Bates, J.W. Pearson, and S.L. Raddon. A men's benevolent association, the Brotherhood of St. Andrew, and a Ladies' Guild engaged in social and humanitarian causes. Through dances, concerts, and other entertainments, the congregation raised most of the funds for a church building over the next year. The Episcopal District helped raise the balance to allow completion of the \$3,000 church in March 1890. The building stood at 310 Park Avenue.

During the next eight years the congregation grew rapidly and participated as an important factor in Park City social, cultural, and humanitarian activities. The Mission boasted a junior guild for young ladies and a surpliced boys choir by 1896. A rectory was built adjacent to the church during this period, to insure a resident minister of housing. The presence of a resident minister allowed regular services and encouraged further development of the lay organizations of St. Luke's.

9. Major Bibliographical References

Madsen, Paula "A History of St. Luke's Church, Park City: 1899-1978." Episcopal/Exalt September 1978 p. C.

McPhee, William M. The Trail of the Leprechaun Exposition Press, Hicksville, N.Y. 1977.

10. Geographical Data

ACREAGE NOT VERIFIED

Acreege of nominated property less than one acre

Quadrangle name Park City East

UTM NOT VERIFIED

Quadrangle scale 1:24000

UMT References

A

1	2
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4	5	8	0	2	0
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4	4	9	9	1	8	0
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Zone Easting Northing

B

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Zone Easting Northing

C

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H

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Verbal boundary description and justification

All of Lot 42 Block 5 Park City Survey

List all states and counties for properties overlapping state or county boundaries

state	code	county	code

11. Form Prepared By

name/title Rosemarie Haberle

organization Utah State Historical Society

date March 6, 1980

street & number 307 West 200 South

telephone (810) 533-6017

city or town Salt Lake City

state Utah

12. State Historic Preservation Officer Certification

The evaluated significance of this property within the state is:

national state local

As the designated State Historic Preservation Officer for the National Historic Preservation Act of 1966 (Public Law 89-665), I hereby nominate this property for inclusion in the National Register and certify that it has been evaluated according to the criteria and procedures set forth by the Heritage Conservation and Recreation Service.

State Historic Preservation Officer signature

Melvin T. Smith

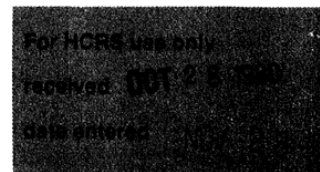
title Melvin T. Smith, State Historic Preservation Officer

date 15 October 1980

For HCRRS use only I hereby certify that this property is included in the National Register.	
<i>Paula Stoner Reed</i> Keeper of the National Register	date <u>11/28/80</u>
Attest: <i>Paula Stoner Reed</i> Chief of Registration	date <u>11/28/80</u>

**United States Department of the Interior
Heritage Conservation and Recreation Service**

**National Register of Historic Places
Inventory—Nomination Form**



Continuation sheet

Item number 8

Page 1

On June 18, 1898, over 200 buildings in the center of Park City burned down, including St. Luke's and its rectory. Church organizations of all denominations joined in relief efforts for the fire's victims. All of Park City's Churches were destroyed in the fire except the Catholic Church. The various denominations shared space to conduct services in the school buildings through the summer of 1898. When school reopened in October, the Episcopalians moved their services to City Hall. During the winter months, funds were raised for a new church building, and a building lot acquired on Park Avenue two blocks north of the original church.

Volunteers worked through the summer in their spare time to erect the simple balloon-constructed chapel. On September 23, services were conducted by Bishop Leonard, dedicating the new church at 523 Park Avenue. Work continued through the winter on finishing the interior.

In spite of the congregation's enthusiasm, the missionary success of St. Luke's slaked after the turn of the century. In addition to Park City's many secular distractions, the Episcopalians had to compete with several Protestant sects as well as the increasingly active Mormons in their missionary efforts. Episcopalians of social standing moved away from town as they made their fortunes, depleting the social desirability of membership in St. Luke's once fashionable lay organizations.

The size of the congregation fluctuated with the fortunes of Park City. Diocese records indicate that in 1907 the number of communicants had dropped from 59 in 1897, to 17 in 1907. Park City was even then an expensive place to live, and the Bishops of Utah found it difficult to keep the living at Park City filled. Those clergy assigned the post worked energetically to keep the mission viable, but there were intrinsic problems. Reverend Clark noted in 1917 that, "We need some sort of building or room in which a social work could be carried on among the young people." A Church official visiting the Mission in 1929 defined the problem as centering on St. Luke's "dirty little church building."

The problem in Park City is distinctly social. The wretched Church on the hill is never going to make an impression on that Godless town. Services can be carried on for the faithful. But the Church should have an attractive hall, accessible to the boys and girls of the city, where decent substitutes can be provided for the immoralities that are flaunted in the faces of every one.

The limited finances of the Mission barely covered the clergymen's salary, and precluded any improvements in the physical plans of the church building.

**United States Department of the Interior
Heritage Conservation and Recreation Service**

**National Register of Historic Places
Inventory—Nomination Form**



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The Episcopal Diocese cut back on clergy in the mining town missions by the late 1920s. At St. Luke's, services were limited to alternate Sundays, although Sunday school was held regularly in homes of church members. During the Depression, parishioners conducted lay services in their homes and rarely encountered an Episcopal clergyman. In 1947, the Mission was abandoned; the care of the building was entrusted in the hands of the remainder of the local congregation. Bishop Watson reactivated the mission in 1960, although regular services were not resumed until 1964 when parishioners cleaned up the interior and painted the exterior of the building.

Over the years the church had fallen into serious disrepair, and with the intention of using the proceeds from the sale of the building towards a new chapel, the Episcopal authorities chose to deconsecrate the building. On June 15, 1978, Bishop Otis Charles conducted the deconsecration.

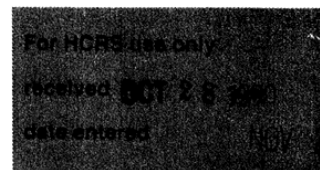
In December 1978, several church members organized a Christmas service to be held in the deconsecrated chapel. The turnout was tremendous, and church members reconsidered the decision to abandon the dilapidated building. Permission was granted for a wedding to be held in the chapel in May. The spring cleaning started a week before the wedding turned into a full-scale renovation. The interior renovation treatment of the walls and ceiling can be attributed to the workmen's deadline.

Since last summer the chapel has been in active use by five local families and visitors to Park City, with regular services conducted by a minister. Although the church has yet to be reconsecrated, the Diocese has encouraged the reactivation. The active vestry is very interested in maintaining the building.

FHR-8-300 (11-78)

**United States Department of the Interior
Heritage Conservation and Recreation Service**

**National Register of Historic Places
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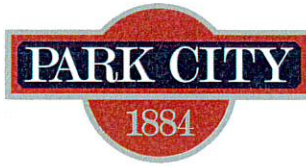
1

Napper, Sara "The History of the Episcopal Church in Utah" (typed). In the Bishop's safe of the Episcopal Diocese of Utah, Salt Lake City.

Park Record. Microfilm. In University Archives, University of Utah, Salt Lake City.

Tuttle, Danial S. "The Episcopal Register." In the Bishop's safe of the Episcopal Diocese of Utah, Salt Lake City.

"Visitor's Summary of Parish Surveys." 1929 Report of the Bishops and Council, District of Utah. In the Bishop's safe of the Episcopal Diocese of Utah, Salt Lake City.



Planning Department

February 3, 2026

Re: Historic District Design Review Pre-Application Waiver Letter
Property Address: 525 Park Avenue
Zoning District: Historic Residential – 1 (HR-1)
Historic Designation: Landmark Historic Structure
PL-26-06818

Planning staff reviewed the Historic District Design Review Pre-Application, for 525 Park Avenue a Landmark Historic Structure in the Historic Residential – 1 (HR-1) Zoning District to:

- Restore the stained glass window on the front façade.

525 Park Avenue (Parcel No. PC-72) is Lot 6 and a portion of Lot 5 of Block 5 of the Park City Townsite. The Structure was constructed in 1901 to replace the original Episcopalian church that burned down on June 18, 1898. The new church, at 525 Park Avenue, was constructed two blocks north of the original church.



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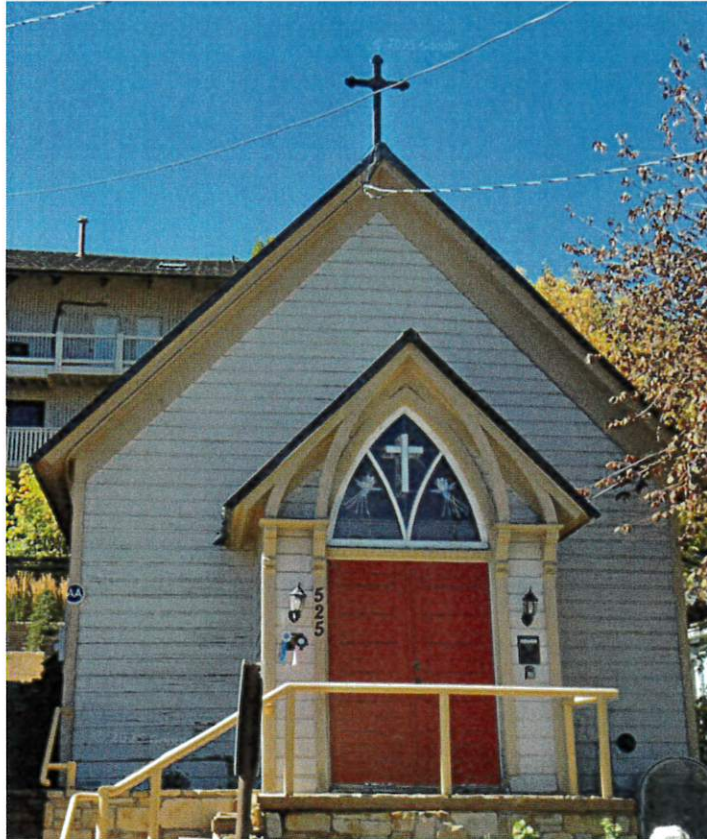


Image 1: 525 Park Avenue prior to removal of stained glass elements

The stained glass window in the above image was installed sometime after 1980 and was removed by a previous owner.



Planning Department



Image 2: 525 Park Avenue currently

The Applicant proposes to restore the stained glass window and to improve insulation and weatherproofing of the Structure. The Applicant does not propose to modify Historic material as part of the scope of work. The Applicant proposes to commission a new stained glass window that is informed by the Structure's history to ensure it is aesthetically compatible with the Structure's Historic designation.

Pursuant to Land Management Code (LMC) [§ 15-13-3\(B\)\(2\)\(f\)](#) decorative window features shall be maintained and preserved. The Applicant proposes to restore a decorative feature that had been previously removed. The proposal is compliant.

Following the review of project plans Planning staff determined the project is minor construction having little or no negative impact on the historic character of the surrounding neighborhood or the Historic District. Pursuant to LMC [§ 15-11-12](#) the



Planning Department

project is not required to complete the full Historic District Design Review process. However, adherence to the following standards is required:

- The final stained glass design requires Planning Department review prior to submitting a Building Permit.
- Compliance with LMC [Chapter 15-2.1](#) *Historic Residential – 1 Zoning District Regulations*.
- Compliance with LMC [§ 15-13-3](#) *Regulations for Historic Commercial Sites*.
- No Historic material shall be removed.
- The proposed work requires a Building Permit.
- The proposed work requires a Final Inspection by both the Building and Planning Departments.
- Modifications to the project require a modification application submittal to the Planning Department, payment of application fee, review for compliance with required standards, and Planning and Building Department approval.
- This Historic District Design Review (HDDR) Waiver Letter and approval shall expire one year following the date of this letter at 5:00 PM (MT). The Applicant shall obtain a Building Permit for the proposed work prior to that date. If a Building Permit for the proposed work is not approved before that date, this Waiver Letter shall be voided, and the Applicant will be required to submit a new HDDR application to pursue the proposed work.

Please contact Meredith Covey at meredith.covey@parkcity.gov or at 435-640-8683 with questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Rebecca Ward".

Rebecca Ward
Planning Director

CC: Meredith Covey

Exhibit

A – Proposed Project Plans



Planning Department

February 4, 2026

Park City Chapel, LLC
Daily Church, Dan Moak

NOTICE OF HISTORIC PRESERVATION BOARD ACTION

Description

Address: 525 Park Avenue

Zoning District: Historic Residential – 1

Application: Historic District Grant

Project Number: PL-25-06789

Action: APPROVED WITH CONDITIONS (See Below)

Date of Final Action: February 4, 2026

Project Summary: The Applicant requests a \$24,500 Historic District Grant for repair and exterior paint of the external façade of the Landmark Historic Structure at 525 Park Avenue, known as St. Luke’s Episcopal Church.

Action Taken

On February 4, 2026, the Historic Preservation Board conducted a public hearing and approved a reduced Historic District Grant amount to support \$10,000 of the scope of work requested for 525 Park Avenue, according to the following Findings of Fact, Conclusions of Law, and Conditions of Approval:

Findings of Fact

1. The City initiated the Historic District Grant Program (HDGP) in 1987 with the goal to financially incentivize the preservation, rehabilitation, restoration, and reconstruction of Historic Structures and Sites to create a community that honors its past and encourages historic preservation.
2. Work eligible for a 50% matching grant through the HDGP includes, but is not limited to restoring Historic features and painting exterior.
3. The Applicant submitted a Historic District Grant application during Fiscal Year 2026, Quarter 2, for \$24,500 to repair and paint the external façade of the



Planning Department

Historic Structure at 525 Park Avenue, known as St. Luke's Episcopal Church, a Landmark Historic Site in the Historic Residential-1 (HR-1) Zoning District.

4. The Applicant proposes completing the work in the summer of 2026.
5. 525 Park Avenue is in the Main Street Redevelopment Area (RDA).
6. Funding for the Applicant's request will be sourced from the Main Street RDA grant fund, which has an initial balance of \$30,000.
 - a. This is one of two grant applications submitted for Q2 Fiscal Year 2026 for a Site within the Main Street RDA.
7. HDGP recipients must agree to a five-year lien with the City that is recorded against the property.
 - a. If the property is sold before the five-year period has passed, the Applicant is responsible for repaying the City a pro-rated amount of the awarded HDGP funds.
 - b. The Applicant for the HDGP request for 525 Park Avenue was made aware of and acknowledged the lien requirements through the HDGP application process.

Conclusions of Law

1. The Historic Preservation Board determined the Applicant's funding request for 525 Park Avenue qualifies for a Historic District Grant award on February 4, 2026.
2. The Historic Preservation Board modified the grant award to partially fund the full scope of work in the amount of \$10,000 with the Applicant's contribution of \$10,000 as matching funds. The total project budget under this grant is \$20,000.

Conditions of Approval

1. The grantee shall maintain the architectural significance of the structure, retain and/or restore the historic character of the structure, preserve the structural integrity of the structure, and perform normal maintenance and repairs.
2. The grantee shall complete the work funded by the Historic District Grant within one year of approval of the grant application.
3. The Applicant shall submit a photograph of completed work to Planning Staff.
4. The grantee shall submit proof of payment to the Planning Department for disbursement of funds within 30 days of completion of the work.
5. Prior to issuance of the grant, the grantee shall agree to and execute a five-year lien with the City in a form approved by the City Attorney's Office and record such lien with the Summit County Recorder's Office. Should the property be sold within the five-year period, the grantee is responsible for repaying the City a pro-



Planning Department

rated amount of the grant disbursement. If the property is sold within one year, 100% of the awarded funds shall be paid back to the City.

6. Any changes, modifications, or deviations from the approved scope of work shall be submitted in writing for review and approval/denial in accordance with the applicable standards by the Planning Director prior to construction.

If you have questions or concerns regarding this Final Action Letter, please call (435) 699-7741 or email elissa.martin@parkcity.gov.

Sincerely,

A handwritten signature in blue ink, which appears to read "Douglas Stephens". The signature is written in a cursive style and is positioned above a horizontal line.

Douglas Stephens, Chair
Historic Preservation Board

CC: Elissa Martin, Planning Project Manager