



**PARK CITY PLANNING COMMISSION MEETING
SUMMIT COUNTY, UTAH
September 30, 2026**

The Planning Commission of Park City, Utah, will hold a special 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.

MEETING CALLED TO ORDER AT 5:30 PM.

1. ROLL CALL

2. MINUTES APPROVAL

- 2.A. Consideration to Approve the Planning Commission Meeting Minutes from September 9, 2026

3. STAFF AND BOARD COMMUNICATIONS AND DISCLOSURES

4. PUBLIC COMMUNICATIONS

5. WORK SESSION

- 5.A. **Land Management Code Amendments – Firewise and Waterwise Landscaping Integration and Open Space Definitions** – The Planning Commission Will Conduct a Work Session Regarding Potential Amendments to Integrate and Update the Wildland Urban Interface (WUI) and Water Wise Landscaping Requirements and Review Open Space Requirements to Amend Chapters 15-2.1 *Historic Residential-Low Density (HRL) District*, 15-2.2 *Historic Residential (HR-1) District*, 15-2.3 *Historic Residential (HR-2) District*, 15-2.4 *Historic Residential-Medium Density (HRM) District*, 15-2.5 *Historic Recreation Commercial (HRC) District*, 15-2.6 *Historic Commercial Business (HCB) District*, 15-2.7 *Recreation And Open Space (ROS) District*, 15-2.8 *Protected Open Space*, 15-2.9 *Rural Estate (E-40) District*, 15-2.10 *Estate (E) District*, 15-2.11 *Single Family (SF) District*, 15-2.12 *Residential (R-1) District*, 15-2.13 *Residential Development (RD) District*, 15-2.14 *Residential Development-Medium Density (RDM) District*, 15-2.15 *Residential-Medium Density (RM) District*, 15-2.16 *Recreation Commercial (RC) District*, 15-2.17 *Regional Commercial Overlay (RCO) District*, 15-2.18 *General Commercial (GC) District*, 15-2.19 *Light Industrial (LI) District*, 15-2.22 *Public Use Transition*, 15-2.23 *Community Transition (CT) District*, Section 15-5-5(N), *Landscaping*, and Chapter 15-15 *Defined Terms*. PL-26-06865 (45 mins.)
- 5.B. **Land Management Code Amendments – Sustainability** – The Planning Commission Will Conduct a Work Session Regarding Proposed Sustainability and Zero Emission Stretch Code Regulations with Possible Amendments to Section 15-1-10(E) *Conditional Use Review Process*, 15-6-5 *Master Planned Development Requirements*, 15-6.1 *Affordable Master Planned Development*, and 15-7.4-2 *Construction Plans*. PL-26-06869 (30 mins.)
- 5.C. **Land Management Code Amendment – Affordable Master Planned Development and Seasonal Housing** – The Planning Commission Will Conduct a Work Session Regarding Possible Amendments to Chapter Section 15-6.1 *Affordable Master Planned*

Developments to Update Regulations and Criteria and to Establish Zoning Designation and Standards for Seasonal Housing Provisions. PL-26-06866 (60 mins.)

- 5.D. **Land Management Code Amendments – Swimming Pools and Hot Tubs** – The Planning Commission Will Consider Amendments to Land Management Code Section 15-1-10 *Conditional Use Review Process*, Chapters 15-2.1 *Historic Residential-Low Density (HRL) District*, 15-2.2 *Historic Residential (HR-1) District*, 15-2.3 *Historic Residential (HR-2) District*, 15-2.4 *Historic Residential-Medium Density (HRM) District*, 15-2.5 *Historic Recreation Commercial (HRC) District*, 15-2.6 *Historic Commercial Business (HCB) District*, 15-2.7 *Recreation And Open Space (ROS) District*, 15-2.9 *Rural Estate (E-40) District*, 15-2.10 *Estate (E) District*, 15-2.11 *Single Family (SF) District*, 15-2.12 *Residential (R-1) District*, 15-2.13 *Residential Development (RD) District*, 15-2.14 *Residential Development-Medium Density (RDM) District*, 15-2.15 *Residential- Medium Density (RM) District*, 15-2.16 *Recreation Commercial (RC) District*, 15-2.17 *Regional Commercial Overlay (RCO) District*, 15-2.18 *General Commercial (GC) District*, 15-2.19 *Light Industrial (LI) District*, 15-2.23 *Community Transition (CT) District*, Section 15-3-6 *Parking Ratio Requirement For Specific Land Use Categories*, Chapter 15-15 *Defined Terms*, and a New Code Section 15-4-26 *Swimming Pools and Hot Tubs* to Define and Clarify Regulations for Outdoor Swimming Pools and Hot Tubs Associated with a Single Residential Unit, Including Requirements for Screening, Drainage, Maintenance, and Off-Street Parking. PL-26-06833 (15 mins.)
- 5.E. **Land Management Code Amendments – Emerging Technologies** – The Planning Commission Will Conduct a Work Session Regarding Telecommunications Facilities and Emerging Technologies and Possible Updates to Section 15-4-14 *Telecommunication Facilities*. PL-26-06844 (20 mins.)
- 5.F. **Land Management Code Amendments – Transportation** – The Planning Commission Will Conduct a Work Session Regarding Vehicle and Bicycle Parking and Review Possible Amendments to Chapter 15-3 *Off-Street Parking*. PL-26-06868 (45 mins.)

6. 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.**

A majority of Planning Commissioners may meet socially after the meeting. If so, the location will be announced by the Planning Commission Chair. City business will not be conducted.



**PARK CITY MUNICIPAL CORPORATION
PLANNING COMMISSION MEETING MINUTES
COUNCIL CHAMBERS
MARSAC MUNICIPAL BUILDING
SEPTEMBER 9, 2026**

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

EX OFFICIO: Rebecca Ward, Planning Director; Nan Larsen, Senior Planner; Alec Barton, Senior Planner; Sara Wineman, Housing Manager; Andrew Latham, Traffic Operations Manager for Park City Municipal; John Robertson, City Engineer; Mark Harrington, Senior City Attorney; Ryan Blair, Property and Environmental Services Manager; Meredith Covey, Planner II; Lillian Zollinger, Senior Planner

1. ROLL CALL

In the absence of Chair Christin Van Dine, Chair Pro Tem John Frontero called the Planning Commission Meeting to order at approximately 5:30 p.m. All Commissioners were present in Council Chambers, with the exception of Commissioner Grant Tilson, who was absent. It was noted that Chair Van Dine will be attending the meeting virtually.

2. MINUTES APPROVAL

A. Consideration to Approve the Planning Commission Meeting Minutes from August 26, 2026.

MOTION: Commissioner Strachan moved to APPROVE the Planning Commission Meeting Minutes from August 26, 2026. The motion was seconded by Commissioner Beal. The motion passed with the unanimous consent of the Commission.

3. STAFF AND BOARD COMMUNICATIONS AND DISCLOSURES

There were no communications or disclosures.

4. PUBLIC COMMUNICATIONS

Chair Pro Tem Frontero opened Public Communications.

Charlotte O'Connell expressed appreciation that the Marsac circle was repaved, but she was disappointed that there was no study conducted. The circle is not very safe and does not keep traffic flowing. The Utah Department of Transportation ("UDOT") controls the road, but she is not sure how to encourage UDOT to conduct a study. She asked if there

is anyone she can speak to in the Planning Department about this issue. Chair Pro Tem Frontero suggested that Ms. O'Connell send an email to planning@parkcity.gov.

There were no further comments. Public Communications was closed.

5. WORK SESSION

- A. Five-Acre Site – Subdivision, Master Planned Development, and Conditional Use Permits** – The Applicant Proposes to Redevelop the Five-Acre Site at the Southwest Corner of Kearns Boulevard and Bonanza Drive with a Mixed-Use Development Including 106 Residential Units, Over 30,000 Square Feet of Commercial and Multidisciplinary Art Space, Community Green Space, and an Underground Parking Garage. Open to the public, but no public comments will be taken during the Work Session; comments may be sent to planning@parkcity.gov. A future public hearing and potential action will be subsequently noticed. MPD PL-26-06914; CUPs PL-26-06915, PL-26-06917; Subdivision PL-26-06920.

Chair Pro Tem Frontero reported that the Five-Acre Site is on the agenda as a Work Session item and not as a Regular Agenda item. As a result, there will not be public comment taken on this item. Senior Planner, Nan Larsen, presented the Staff Report and explained that this agenda item is related to the Five-Acre Site, which was previously reviewed by the Planning Commission. The application includes the following items:

- PL-26-06914: Master Planned Development;
- PL-26-06915: Conditional Use Permit;
- PL-26-06917: Conditional Use Permit; and
- PL-26-06920: Subdivision.

The site is located at the corner of Kearns Boulevard and Bonanza Drive. The site is owned by Park City, and through a public-private partnership with Brinshore Development, there is proposed redevelopment of the site. The property has three frontages: Kearns Boulevard, Bonanza Drive, and Munchkin Road. It is located in the General Commercial Zoning District with portions of the site in the Frontage Protection Zone ("FPZ").

The proposal is to redevelop the site with a mixed-use development that includes seven buildings. It is 185,512 square feet and the proposal is to have 88 affordable housing units and 18 unrestricted housing units. The project also includes over 30,000 square feet of retail, restaurant, and non-profit art space. There is a childcare center proposed as well as an amphitheater, playground, and art pavilion. The site is located within the General Commercial Zoning District, which has an allowed building height of 35 feet or 40 feet with allowed roof exceptions. There are 25-foot perimeter setbacks required.

The FPZ runs along Kearns Boulevard and extends 100 feet into the property from the Kearns Boulevard right-of-way line. The FPZ requires a 30-foot setback for all structures

along Kearns Boulevard, but no structures are proposed within the 30-foot setback. All construction activity within the FPZ requires a Conditional Use Permit ("CUP").

The Planning Commission held a public hearing on August 26, 2026, and reviewed:

- Building Height Exceptions;
- Proposed Open Space;
- Parking Management Plan; and
- Traffic Impact Study.

During the August 26, 2026, Planning Commission Meeting, several requests were made:

- Reduce Building Heights (Additional Height for Building One May Be Considered);
- Building Renderings with 4:12, 7:12, and 12:12 Gable Pitches;
- Detailed Information about Affordable Units; and
- List of Transportation Demand Management Strategies.

Steve Swisher from GTS Development introduced himself to the Planning Commission. The Staff Report included a thorough analysis of the Master Planned Development ("MPD"), CUP, and Subdivision applications. The applicant presentation will address the Commissioner questions from the previous meeting. He noted that there were comments about the openness of the development. The layout and design of the site are intended to be welcoming to the public. The Welcome Plaza has diagonal views into the site. In addition, the site is accessible, as there are 10 breezeways and gaps between buildings. There are also outdoor decks proposed. The retail is intended to activate the site. The site will be activated through daily programming and small weekend events as well.

The site was designed to create a protected oasis. There are views into the site from the intersection of Kearns Boulevard and Bonanza Drive, but it is also possible to see the permeability of the breezeways. The layout will protect visitors from the street noise and fumes, but it will also block the site from the northwest winds. Mr. Swisher spoke about creating a "third place" for community gathering and activation. This is a planning concept that talks about a place that is not home and not work, but a third place where it is possible to enjoy a sense of community. A third place can be created with a balanced mix of uses.

Mr. Swisher reviewed potential programming for the Village Green, which includes:

- Pop-up Shops;
- Winter Market;
- Art Shows;
- Yoga Classes;
- Movie Nights;
- Block Party;
- Live Music; and
- Ski Beach.

The Village Green is envisioned to be a gathering space that will have linear playscapes, multi-use pathways, and pedestrian respite areas. There will be public art integrated throughout as well as dining options, a small amphitheater, and a mobility hub.

Mr. Swisher shared information about the multidisciplinary art space that is proposed. This was inspired by a Brinshore Development project in Chicago. He believes what is proposed will activate this project, because it will be scheduled on an hourly basis. It will not belong to any one art group. There were discussions with the library about programming that could be held there. In addition, there was a discussion with the Arts Council of Park City and Summit County, and it was stated that this fits into their Cultural Arts Master Plan. There will be a small performance space available for groups to use.

Mr. Swisher reported that there are several potential uses for the multidisciplinary space:

- Youth Musical Theater;
- Orchestra Groups;
- Dance Classes;
- Healing Sound and Listening Room;
- Open Mic Nights;
- Song Circles;
- Poetry Slams;
- Art Classes; and
- Exhibits.

The Arts Council of Park City and Summit County was asked how they would program the entire Village Green open space, and there were several suggestions provided. It could be a creative community gathering space that fosters connection and belonging. The Arts Council would like this to prioritize local residents, encourage creativity and interactivity, support local artists and cultural non-profits, ensure accessibility and inclusivity, and activate the space year-round. Examples of local groups were shared.

Katie Wilking from Berkshire Hathaway explained that there is a desire to have a strong tenant mix, so this is a place that people want to visit. One of the questions the Planning Commission had at the last meeting was how the commercial and retail uses will impact traffic. She reported that the most important factor will be tenant mix. For example, there could be morning and evening uses so the traffic is spread out throughout the day. The intention is to target different tenants than what is in the surrounding area already. Ms. Wilking explained that one of the goals is to capture users who are driving past the development. The overall design encourages visitors to walk, bike, and take the bus.

Mr. Swisher shared information about the ground floor uses that are proposed:

- Building One: Childcare and Leasing Office;
- Building Two: Arts Studios;
- Building Three: Fitness Studio (Public Access);
- Building Four: Retail Lease and Café Lease;

- Building Five: Retail Lease;
- Building Six: Restaurant Lease and Retail Use; and
- Building Seven: Art Pavilion.

David Brint from Brinshore Development shared information about affordable housing. He reviewed EngineHouse data with the Planning Commission. 89.9% have a job in Park City or Summit County. There are similar percentages in other income-restricted projects. Mr. Brint shared local outreach and lease strategies, which include the following:

- Provide applications and lease-up information directly to large Park City and Summit County employers;
- Target marketing to local workers;
- Coordinate outreach with the Chamber;
- Maintain an early interest list so local employees can receive timely notice when applications open;
- Provide application materials in accessible formats; and
- Establish transparent application timelines and selection procedures.

Chair Pro Tem Frontero asked if the example projects received Low-Income Housing Tax Credit ("LIHTC") funding. There are concerns that with LIHTC funding, there are no guarantees that the renters will be from Park City or be local workers. Housing Manager, Sara Wineman, reported that Holiday Village Apartments and Parkside Apartments were both LIHTC funded projects. EngineHouse was also LIHTC-funded. There have been discussions with third-party consultants and the City Attorney's Office about provisions that can be put in place to prioritize the workforce, but the Fair Housing Act must be taken into consideration. Protected classes cannot be discriminated against for housing.

Commissioner Rick Shand asked if there is a reason the Slopeside project has not been included in the list of projects. He pointed out that there are over 1,100 beds. Manager Wineman was not certain and clarified that she did not create the presentation slide about affordable housing. Mr. Swisher reported that the numbers came from a 2021 survey that was produced by Summit County. As a result, it does not include newer projects.

Commissioner Adam Strachan requested clarification on the 94.1% Wasatch Back number that is shown on the affordable housing presentation slide. Mr. Swisher explained that adding the 89.9% number and 4.2% number led to the 94.1% total that is shown.

Mr. Swisher explained that the applicant team was asked to come back with renderings that show what Building Two, Building Three, and Building Four would look like with various roof pitches. He shared a rendering that shows a 4:12 pitch looking at Buildings Two and Three facing Kearns Boulevard, with Building Four shown on the left. He shared additional renderings with the 7:12 and 12:12 roof pitch options. He asked which roof pitch the Planning Commission prefers out of the ones that have been proposed.

Additional renderings were shared. Mr. Swisher explained that there are renderings of the different buildings with examples of the three roof pitches being considered. The

elevations were also reviewed for each of the buildings. Mr. Swisher asked if the Planning Commission would support the 4:12, 7:12, or 12:12 roof pitches that were shown.

Commissioner Matthew Day explained that when he looks at the 4:12 option, there is a building that appears larger, even though the height is lower. There is less articulation, which makes it seem larger. The point of Section 15-6-5 (F) is to allow more height where it delivers more articulation in the roofline. The question is how much additional height is appropriate. There is nothing in the code that states the ideal roof pitch in the General Commercial Zone. In the absence of that, other sections of the code can be considered. 15-2.2-5 states that a contributing roof form shall be between 7:12 and 12:12. That language is not binding in this case, but it is something the Commission can consider. His view is that the pitch should land somewhere between 7:12 and 12:12. There is a need to balance height and form, which is the reason he believes 7:12 makes sense.

Commissioner Seth Beal agreed that the 7:12 roof pitch makes the most sense. Chair Pro Tem Frontero explained that while he likes the 12:12 roof pitch, which would be a challenge from a view corridor standpoint. As a result, that pitch is not something he would support. The 7:12 is a reasonable middle ground that provides some articulation.

Commissioner Strachan is not as concerned about the roof pitch. Commissioner Shand stated that he likes the 12:12 roof pitch the least out of all the options presented. Chair Van Dine stated that she prefers the 7:12 roof pitch option that was presented.

Mr. Swisher reported that it is not only the roof pitch that will provide articulation. There is a strong masonry base, there are different materials at different heights, and there are balconies, pop-outs, and decks. There are different ways that articulation is being added.

Josh Gibbons from Hales Engineering shared information about traffic and parking. The intention is to answer questions from the last Planning Commission Meeting and provide clarification. He listed several Transportation Demand Management ("TDM") strategies:

- BRT Lane Dedication;
- Bikeshare;
- Vanpool and Transit Incentives;
- Additional Bike Parking;
- External Pedestrian Connections;
- Internal Pedestrian Breezeways;
- Enhanced Crosswalk Elements and Streetscapes;
- Street-Facing Commercial;
- Centralized Service and Delivery;
- On-Site Childcare;
- Paid Public Parking; and
- Parking Management Plan.

Commissioner Strachan asked for additional information about vanpool and transit incentives. Mr. Swisher reported that the program details have not been established at this time. There is not a program in place now, but there is a commitment to create one.

Commissioner Strachan requested more information about internal pedestrian breezeways. Mr. Strachan explained that there are multi-use pathways provided on the site. The paths and breezeways provide a lot of pedestrian connections. This makes the entire site accessible and pedestrian-friendly. Commissioner Strachan believed the assumption is that if the site is pedestrian-friendly, people will choose different modes of transportation. Mr. Swisher stated that the idea is for people to walk and bike to the site.

Commissioner Strachan wanted to know more about the street-facing commercial TDM. He asked how this can be linked to reduced traffic. Mr. Gibbons explained that it makes it more inviting for pedestrians or bicyclists to come to the site. Commissioner Strachan requested more information about paid public parking. Mr. Gibbons reported that the idea is that people will choose other ways to access the site or will carpool to the development. This will also prevent the parking area from being used as a commercial parking lot.

Commissioner Strachan pointed out that a Parking Management Plan is required. He wanted to understand why it has been listed as a TDM strategy. Mr. Gibbons reported that with the plan in place, it is possible to manage who is able to use the parking area and where the residents will park. Commissioner Strachan asked if there is data that shows how many trips each of the TDM strategies reduces. Mr. Gibbons explained that there is not a lot of data. Some cities have attempted to determine numbers, but it is difficult to gather that kind of data, as there are many variables to consider. However, it is possible to provide data that shows that TDM strategies tend to result in reductions. Commissioner Strachan asked that this data be provided at a future meeting.

Commissioner Day noted that childcare has been mentioned during some of the public hearings. He asked how on-site childcare is considered to be a solution to traffic. Mr. Swisher explained that other Brinshore Development projects have shown that the major users of childcare in an affordable development are the residents. This means people will not need to drive somewhere else to take their children to a childcare facility. It is anticipated that 50% of the childcare services will be used by residents within the development. The other 50% is anticipated to be from the immediate neighborhood.

Commissioner Shand asked about the bike share and additional bike parking listed on the TDM strategy list. He pointed out that bicycles cannot be used for approximately four months each year. Mr. Gibbons confirmed that there is some seasonality, but during the seasons that bicycles can be used, it is beneficial. Commissioner Shand wanted to know if the bike sharing would involve bicycles that are owned by the development and then returned. Mr. Swisher explained that the idea is to work done with Summit Bike Share.

Traffic Operations Manager for Park City Municipal, Andrew Latham, explained that he plans and executes traffic operations around winter peak days. He understands there are concerns about what the afternoon commuter egress will look like with the addition of

the project. Approximately five years ago, the winter peak traffic operations program was finalized. The City Council set out three goals: residential protection, an increase in transit efficiency, and an improvement in traffic congestion. There has been some success in meeting those City Council goals over the last five years. This new project would be folded into the holistic approach to managing traffic, particularly peak traffic. He has been focused on the critical time of the afternoon commute. Some tried and true traffic mitigation priorities have been developed over the last five years. He reported that there are several that could potentially be used to assist with traffic mitigation in this area.

There has been success limiting turn movements at specific times. Manager Latham explained that there could be an LED sign that is activated during peak hours. It could prohibit a left turn or right turn movement during the hours of 3:00 p.m. and 6:00 p.m. There could also be a discussion about whether City resources need to be enhanced in the area. One of the biggest successes as far as mitigating traffic during peak hours has been working with UDOT and signal contractor, Pinetop. Contracting is done with Pinetop so there is a Signal Engineer in Park City. He explained that there is regular work done to adjust the signal timing, as needed. From a traffic operations standpoint, he is confident that various traffic mitigation strategies can be deployed in this area.

Commissioner Strachan mentioned the traffic mitigation strategies that are currently in place at the intersection. He asked if there is more that could be done to reduce the existing issues. Manager Latham explained that there is always more that could be done. This is a UDOT intersection and right-of-way, so work has to be done with them on the intersection and signal timing. The City focuses on signal timing and enforcement.

Mr. Gibbons shared information about trip generation. There is an expectation that trips in and out of the site will be added. There are typically heavier traffic flows in the morning exiting the site, and heavier traffic flows in the evening entering the site. This is opposite to the existing peak winter flow in the area. Commissioner Shand asked about the data shown on the presentation slide. Mr. Gibbons explained that it represents vehicles entering or exiting the site. These represent the peak hour numbers in the AM and PM.

Chair Pro Tem Frontero pointed out that there are another 1,000 trips that are not represented in the chart. He asked if these are dispersed throughout the day. Mr. Gibbons confirmed this. Traffic studies usually focus on the morning and evening peak.

Mr. Gibbons shared a diagram that illustrates the impact of the Munchkin Road connection. He explained that this looks at the AM Peak Hour data. It was clarified that this looks at new development traffic rather than existing traffic. The green squares shown represent the flow that would be reduced. Commissioner Beal wanted to know when the AM and PM peak hours are. Mr. Gibbons stated that this is based on City data.

Commissioner Shand believed the takeaway is that Munchkin Road will be used as a bypass. Mr. Gibbons clarified that it will not necessarily be a bypass, but more of a local access road for this project and other projects in the area. Commissioner Shand mentioned the intersection of Prospector Avenue and Bonanza Drive. The diagram

shows 24 new trips and two trips making a right-hand turn. With the Munchkin Road connection, this shifts from 24 new trips to two. Mr. Gibbons explained that once Munchkin Road connects, there are other movements that become available. He next shared the PM Peak Hour diagrams. There is a similar pattern expected, where vehicles that would have gone west on Kearns Boulevard and made some left turns would now route west on Munchkin Road. There was discussion about the Munchkin connection.

City Engineer, John Robertson, explained that the design is underway for the Munchkin Road connection. The plan is to move forward with construction in the spring of 2027. Chair Pro Tem Frontero asked if the probability of the connection is high, which was confirmed. Engineer Robertson expected that by the end of next summer, Munchkin Road will connect to Homestake Road. Commissioners appreciated the clarification.

Commissioner Strachan noted that at the bottom of the diagrams, it shows 13 left turns going onto Munchkin Road. He asked if there would be a signal there, which was denied. Mr. Gibbons reported that a left turn from a major road is easier to make than a left turn from a minor road. The left turn onto Munchkin Road from the major road will be easier. He does not expect a long queue to back up into traffic. Commissioner Strachan asked for additional clarity about the numbers that have been shown. Mr. Gibbons explained that there are existing counts from the City, but counts were also collected at a few of the smaller access points. An estimate was created based on the land uses.

Chair Pro Tem Frontero asked if the analysis included new trips that are being generated at EngineHouse. Mr. Gibbons does not believe those were specifically added into the model. However, these studies look at future projections. The Summit County Travel Demand Model takes growth into account. Chair Pro Tem Frontero noted that there are additional vehicles in the area and that should be considered in the analysis.

Since the last Planning Commission Meeting, there was an evaluation done of the Parking Study. The study was updated with the latest building use assumptions. The gym is intended to be public, and this was added into the calculations. The retail, café, and restaurant numbers changed slightly based on the latest plans. Anything that is food and beverage related went down slightly while retail went up slightly. Mr. Gibbons explained that restaurant uses tend to have a higher parking need per square foot than retail uses.

Mr. Gibbons shared a Time-of-Day chart that looks at the land uses, the number of stalls, and the time of day. It shows the amount of parking that is needed based on the land uses. There is an expected parking need of 306 stalls, but there was a 10% reduction applied to account for multi-model and TDM impacts, resulting in a total of 275 stalls.

Commissioner Strachan asked for clarification about the 10% reduction. Mr. Gibbons explained that the City had a third-party reviewer work with them on the Parking Study and Traffic Study. The work was reviewed and comments were provided. The 10% reduction was based on those discussions and the draft TDM tool being developed by the City. He stated that the 10% reduction is a conservative and reasonable estimate.

Commissioner Shand wanted to know how the amphitheater will impact the parking. Mr. Gibbons explained that the focus of the Parking Study is on daily uses. For an event, there needs to be an off-site parking plan created. Chair Pro Tem Frontero noted that the code allows for one parking space for a residential unit less than 1,000 square feet. There are one and a half parking spaces allowed for units above 1,000 square feet. 82 units are less than 1,000 square feet, which means 82 spaces. For the 24 units that are above 1,000 square feet, this would result in 36 parking spaces. Based on those calculations, there should be 118 parking spaces rather than the 130 outlined. Mr. Gibbons explained that it was a decision made on the development team side.

Mr. Swisher reported that when residential parking was discussed with the City Council, they felt the three-bedroom units needed two parking spaces. An additional 12 parking stalls were added to accommodate the request for the three-bedroom units.

Chair Pro Tem Frontero noted that based on the code, 90 spaces would be allowed for the non-residential uses. The code allows for 208 total spaces, but the proposal is for 275 parking stalls. He wanted to understand the higher number for the non-residential uses. Mr. Gibbons explained that the Parking Study is based on parking counts for the different land uses that are proposed. The data is not based on the City Code, but parking demand counts that have been determined for restaurants, cafes, and other uses.

Mr. Swisher reported that residential parking spots will be assigned. Commissioner Beal asked if there will be empty spots during the day when the residents are at work. It was clarified that residents do not pay for a parking space as part of their lease but will receive a credit if the space is not used. Mr. Swisher added that there will be paid parking for the public spaces. Commissioner Beal noted that the retail uses appear to be fairly consistent throughout the day as far as parking, with peaks in the middle of the day. He wanted to understand the retail mix that will generate that amount of parking later in the day. Mr. Gibbons explained that the retail data is based on a general retail use. This can include a variety of retail-based land uses, such as shops and restaurants.

Commissioner Beal is not sure that using a national dataset for parking will apply to this particular development in this particular location. Mr. Gibbons asked if there are concerns about the 10% reduction. Commissioner Beal does not believe the number of proposed parking spots is appropriate. If there is parking allowed on the site, then people will use the parking that is available. He stressed the importance of changing behavior. People should understand from the beginning to walk and use transit to access the site.

Commissioner Day asked for clarification about what the code says about parking stalls. He wanted to understand if there is a minimum or maximum number outlined. Planning Director, Rebecca Ward, explained that the current code establishes the baseline requirement per use. For mixed-use projects like this, there is generally a basis for a reduction beyond what the code requires. As part of the MPD and CUP process, the Planning Commission has discretion to further reduce or increase that parking count based on certain criteria. The seven criteria have been outlined in the Staff Report.

Commissioner Day suggested that there be a discussion about having two parking stalls for each three-bedroom unit. There are young families who might want to rent one of these units. He pointed out that there are lower school enrollments because families are moving out of Park City. It makes sense to allow two parking spaces for the three-bedroom units, as this would encourage families to live within the development.

Chair Pro Tem Frontero agreed with the comments shared by Commissioner Beal. This is a centrally located five-acre parcel that the City owns. The City Council and Mayor have made a decision to put mixed-use here because people can walk, take the bus, and use the trails. He finds the parking proposal to be inconsistent with the City goals.

Senior Planner, Alec Barton, explained that the parking numbers are based on the prior mix of uses. The updated chart in the applicant presentation shows increased retail and reduced restaurant space. This would result in a slightly different calculation. The updated information can be provided to the Commission at the next meeting.

Mr. Gibbons shared the Land Management Code ("LMC") criteria with the Commission. The seven criteria were outlined as well as some basic responses. He read the following:

- The proposed number of vehicles required by the occupants of the project based upon the proposed Use and occupancy.
 - Parking study completed using parking demand data from ITE.
- A Parking comparison of projects of similar size with similar occupancy type to verify the demand for occupancy Parking.
 - ITE data and rates selected to match proposed building uses.
- Parking needs for non-dwelling Uses, including traffic attracted to Commercial Uses from off-site.
 - ITE data included for non-dwelling Uses within the parking study.
- An analysis of time periods of Use for each of the Uses in the project and opportunities for shared parking by different Uses. This shall be considered only when there is guarantee by Use covenant and deed restriction.
 - This time-of-day analysis was included in the study.
- A plan to discourage the Use of motorized vehicles and encourage other forms of transportation.
 - Multiple TDM strategies are proposed for the project.
- Provisions for overflow Parking during peak periods.
 - Off-site Parking Plan is needed for events at the amphitheater; otherwise, parking has been sized to accommodate the parking demand of daily uses.
- An evaluation of potential adverse impacts of the proposed Parking reduction and Density increase, if any, upon the surrounding neighborhood and Conditions of Approval to mitigate such impacts.
 - N/A. A parking reduction is not being proposed. Sufficient parking is proposed to avoid impacts on surrounding neighborhoods.

Chair Pro Tem Frontero noted that while unbundled parking was not specifically mentioned earlier, that is essentially what was described for the residential parking.

There appears to be a plan to offer unbundled parking to the residents. Mr. Swisher confirmed that this is one of the TDM strategies. Chair Pro Tem Frontero asked what would happen if not all residents choose to utilize parking. Mr. Swisher reported that those would be dormant spaces. It was noted that the next tenant may choose to have parking. The residential parking will be separated from the commercial parking. A comment was made stressing the importance of offering enough parking to visitors. Chair Pro Tem Frontero asked to see a more detailed unbundled parking plan in the future.

Commissioner Beal looked up the ITE Parking Generation Calculations, and it appears the most recent addition has four different types of context zones for parking measurements. He wanted to understand the context zones that were used.

Commissioner Strachan pointed out that there is an Off-Site Parking Plan mentioned in the response for the sixth criterion. He wants to see that plan and asked if there are agreements in place. Mr. Swisher stated that the high school is the preferred location for off-site event parking. When someone has an event with over 75 people, there will need to be a Special Event Permit. The parking would be handled through that process.

Commissioner Shand shared comments about overflow parking. He noted that parking will likely take place around the perimeter, such as the commercial space across the street. Information about the amphitheater capacity was shared. Commissioner Shand believed that with paid underground parking, visitors to the site will seek out easier parking locations. Additional discussions were had about the amphitheater. Mr. Swisher clarified that there will not be ticketed events. The idea is to have local community performances.

Mr. Gibbons reviewed the Parking Management Plan. The plan is intended to support the land uses on the site. The parking will be located underground, which preserves the surface for gathering areas. While parking will support the site uses, active management and multimodal options will reduce unnecessary trips and circulation. Allocation, paid public parking, permits, enforcement, and wayfinding will maintain availability and limit spillover and unnecessary circulation. Larger events will rely on transit, remote parking, and event-specific management. Parking operations will coordinate with Citywide peak day mitigation efforts. In addition, ongoing monitoring will inform operational adjustments.

Planner Barton reported that the Bonanza Park Small Area Plan was adopted two years ago. It was envisioned as a neighborhood for locals that is mixed-use and user-friendly. The idea is to have an inclusive neighborhood with sustainable development and cultural elements, including public art. The Small Area Plan specifically identifies the Five-Acre Site as complementary to the character of Bonanza Park. It is identified as landmark corner and neighborhood gateway poised for transformation, specifically a transformation to a mixed-use development with housing, retail, and an arts center. Other relevant plans include the Moderate-Income Housing Plan and the General Plan.

Planner Barton posed the following question to the Planning Commission:

- As part of the CUP criteria, the Planning Commission reviews projects "for consistency with the goals and objectives of the Park City General Plan; however,

such review for consistency shall not alone be binding." Does the Planning Commission find the Five-Acre Site redevelopment is consistent with the goals and objectives of the General Plan and Bonanza Park Small Area Plan?

Commissioner Strachan is not certain this is a question the Commission can answer at this point. Commissioner Beal wonders why this hypothetical question is being asked now. There are a lot of other questions that need to be addressed before this one. Planner Larsen explained that a lot of the focus so far has been on traffic, parking, building height, and architectural variation. It is important that other focus areas not be missed. Commissioner Strachan does not see violations at this point. Commissioner Beal agreed.

Chair Pro Tem Frontero pointed out that the Small Area Plan and General Plan both talk about traffic. The General Plan specifically mentions reducing reliance on single-occupancy vehicles by requiring and incentivizing multimodal transportation. He is not certain that he agrees this is happening with the proposal given the requested parking.

Chair Van Dine believes the proposal is consistent with the goals and objectives of the General Plan and Bonanza Park Small Area Plan, but there are still details that need to be worked out. Commissioner Day agreed that the proposal is directionally consistent.

Planner Barton next discussed the Housing Mitigation Plan. This was initially reviewed by the Planning Commission in July. He explained that the Planning Commission reviews the Housing Mitigation Plan and makes a recommendation to the City Council. The City Council then reviews and approves the Housing Mitigation Plan. He reported that this project would require 19.8 affordable unit equivalents. The applicant is proposing 88 deed restricted affordable units. As a result, the proposal far exceeds the requirement. As indicated earlier, this is a LIHTC funded project, so the requirements of the federal housing laws must be met. There can be targeted outreach and marketing done for the deed restricted units. The 18 unrestricted units are intended to be rented within the 80% to 120% area median income ("AMI") range. Those could also be prioritized for the local workforce. He explained that there is greater flexibility allowed for those units.

Senior City Attorney, Mark Harrington, clarified that the housing requirements apply to all units and not only the LIHTC units. There might be some additional flexibility for the unrestricted units, but the fair housing restrictions apply to all units in the development.

Planner Barton shared another Staff question with the Planning Commission:

- As part of the Master Planned Development criteria, the Planning Commission must find the project "is consistent with the employee Affordable Housing requirements as adopted by the City Council at the time Staff determined the application to be complete." No modifications to the Affordable Housing requirements have been enacted since 2025 and the 2026 submittal of the application and determination that the application is complete. Based on the review of submitted materials, can the Planning Commission make this finding?

Commissioner Shand stated that based on the requirements, 19.8 affordable units are required for this MPD application and the applicant is providing 88. The Commission is being asked whether 88 are sufficient and satisfy the City Council requirements. Commissioners confirmed that the amount proposed satisfies that requirement.

The applicant is proposing a single-lot subdivision. Currently, the Five-Acre Site is composed of 10 metes-and-bounds parcels and lots. The Subdivision process would clean up several outdated easements on those parcels and lots. Planner Barton reported that the applicant is continuing to coordinate with City Staff as well as relevant districts and utilities. There has also been a meeting with the Development Review Committee ("DRC"). He asked Commissioners to consider the following question:

- Does the Commission find Good Cause for the Bonanza Park Subdivision?

Chair Pro Tem Frontero stated that he needs additional information before he can answer that question. Commissioner Shand felt it makes sense for this to become a single lot Subdivision. Commissioner Beal is not prepared to answer the question at this time. Commissioner Strachan explained that this is something to be considered in the future.

Planner Larsen shared information about building height. The applicant has provided updated sample concepts for Building One, Building Two, and Building Five with different roof pitches. It sounds like the Planning Commission is leaning toward the 7:12 roof pitch.

Planner Larsen asked about the proposed additional height. She reminded Commissioners that the applicant is requesting additional height for Building One. The proposed additional building height is 17.1 feet. For Building Two, the proposed additional building height for the 7:12 roof pitch is 7.5 feet. For Building Five, which would be a concept design for Buildings Four and Six, the proposed 7:12 pitch would result in an additional building height of 7 feet. This additional height is over 35 feet.

For the Planning Commission to approve additional building height in an MPD, the applicant needs to demonstrate that six criteria have been met. The six criteria are outlined on Page 41 of the Staff Report. Planner Larsen asked the following question:

- Does the Planning Commission find the Applicant has met the required criteria for a Building Height exception in LMC 15-6-5-(F)? If so, will the Planning Commission grant the requested Building Height exceptions?

Commissioner Strachan believed some of the criteria are met, but there are still some items that remain unanswered. Chair Van Dine asked what information is still needed. Commissioner Strachan felt further review is needed in order to make a finding.

Commissioner Day noted that there is an extra floor proposed for the childcare. He wants to make sure the development actually encourages families with children to live there. Commissioner Beal appreciates the efforts that have been made to reduce the building heights overall. There has been a lot of positive work done to address the concerns. Chair Pro Tem Frontero finds the reduction in height to be a move in the right direction.

Planner Larsen reported that redevelopment of the site with the proposed land uses requires a CUP for multi-unit dwellings, outdoor events, and non-profit art space. Building Two and Building Three are also located within the FPZ, which requires a CUP. The Planning Commission reviews 17 criteria to determine whether reasonably anticipated detrimental impacts can be mitigated. The CUP analysis is on Page 16 of the Staff Report. Planner Larsen posed the following question to the Planning Commission:

- Based on the Applicant's revised submittal, is the Planning Commission able to make the findings for the CUP criteria?

Commissioner Shand noted that item nine is related to useable open space, which has not been discussed. Based on the applicant calculation, there is 60% open space, but whether or not that is useable still needs to be determined. He believes there are other issues that still need to be addressed. Commissioner Strachan asked if there are materials related to the criteria that states: "Within and adjoining the Site, Environmentally Sensitive Lands, Physical Mine Hazards, Historic Mine Waste and Park City Soils Ordinance, Steep Slopes, and appropriateness of the proposed Structure to the existing topography of the Site." Planner Larsen reported that the site is within the Park City Soils Ordinance boundary. The applicant would need to work with the City to make sure that is addressed. There were no historical sites identified on the Five-Acre Site.

Commissioner Strachan asked if an Excavation Plan has been submitted. Mr. Swisher clarified that this has not been submitted, but the City has been researching and planning how to excavate the site for several years. Property and Environmental Services Manager, Ryan Blair, explained that he can answer questions about the remedial activities on the site, the sampling that has been conducted, and the plans the City has to tackle contamination. Commissioner Strachan wanted to know if there will be a written plan that can be reviewed by the Commission. Manager Blair reported that the remedial actions planned for the site will be done in conjunction with development. The City is currently enrolled in a voluntary cleanup program with the Utah Department of Environmental Quality. This program requires that multiple plans be developed to address contamination on the site. There will also be regulatory overview by the State.

Manager Blair reported that a Request for Statement of Qualifications ("RSOQ") has been released to bring an environmental oversight consultant to the table. One of the documents that they will draft is an additional Site Management Plan that complies with the Park City Soil Ordinance. This can be reviewed before remedial activities begin.

Commissioner Shand asked where the contaminated soil would be transported to. Manager Blair clarified that a site has not been selected at this time, as those details will be determined by the State. Landfills have different disposal requirements, and those requirements are followed when the soil is shipped out. It is hard to say where the material on the Five-Acre Site will go until that work actually starts to move forward.

Commissioner Beal stated that the Planning Commission needs to review information before a decision is made. Mr. Swisher pointed out that the City has done extensive

testing to determine the depth of the contaminated soils on the site. He reported that the contaminated soils varied across the site on an average of four to six feet. Manager Blair explained that a little over 28,000 cubic yards of material will need to be removed. Commissioner Beal stated that in order to make a decision, he will need to see data.

Attorney Harrington explained that there has to be a balance between the different regulatory steps. There is some information the Planning Commission typically receives in advance and some that it does not. Staff has heard the Commissioner concerns, so it is possible to bring some information forward for consideration. He stated that enough information can be provided so the Commission can comfortably move forward with the criteria. Commissioners discussed excavation and what will need to be done on the site.

Planner Barton reviewed the MPD criteria. There were questions at the last meeting about deliveries to the site, so there is information in the Staff Report about the proposed use of Bonanza Drive for deliveries. There is a recommended Condition of Approval to restrict deliveries to off-peak hours. In addition, there is information about trash collection.

One of the MPD criteria is that it incorporates best planning practices for sustainable development. The Sustainability Team provided a memo, which was included as an exhibit to the August 12, 2026, Staff Report. Planner Barton asked if there is additional information the Planning Commission needs to make the findings required for the MPD. Chair Pro Tem Frontero does not believe additional information is needed to make a decision on the MPD. However, time is needed to review all of the provided information.

The Planning Commission took a short break before hearing the Regular Agenda items.

6. REGULAR AGENDA

A. 2667 Aspen Springs Drive – Plat Amendment – Application Withdrawn.

Chair Pro Tem Frontero reported that the application was withdrawn.

B. 268 Main Street – Plat Amendment – The Applicant Proposes to Remove Interior Lot Lines to Create One 8,104-Square-Foot Lot to Reflect Existing Conditions of a Significant Historic Site in the Historic Commercial Zoning District. PL-26-07019.

Planner II, Meredith Covey, presented the Staff Report and explained that this is a Plat Amendment request for 268 Main Street. This is a Significant Historic Site on the Park City Historic Sites Inventory. The applicant is proposing to remove the interior lot lines to reflect the existing conditions. The lot lines currently run through the historic structure.

There is an existing Encroachment Agreement, which will not be impacted. However, there is a recommended Condition of Approval that requires an Encroachment Agreement for the existing porch that encroaches into the Main Street right-of-way. As conditioned, the application complies with the zoning district requirements and the requirements for a Plat Amendment. There is Good Cause for the application, because the amendment will create one lot that reflects the current ownership and the existing conditions for the

Significant Historic Site. This will also allow future improvements to the structure with consideration of future pedestrian improvements along Swede Alley. The proposed Conditions of Approval were reviewed. Planner Covey noted that Condition of Approval #4 is recommended to be amended slightly to require a pedestrian easement.

Staff recommends the Planning Commission review the proposed Plat Amendment, conduct a public hearing, and consider approval based on the Findings of Fact, Conclusions of Law, and Conditions of Approval in Draft Final Action Letter, as amended.

Commissioner Shand asked if the front porch has an Encroachment Agreement. Planner Covey reported that the Encroachment Agreement is for a sign that hangs over the Main Street right-of-way. The proposed Condition of Approval will require the applicant to receive an Encroachment Agreement for the porch that encroaches into the right-of-way.

Commissioner Day asked about Swede Alley. Planner Covey reported that the code requires a 9-foot sidewalk to be provided if there is development along Swede Alley. Right now, the building is built all the way up to the lot line in the rear. The applicant is not entirely sure what historic material is on the structure. If there was a Historic District Design Review ("HDDR") process and that material was removed, a portion of their property would need to be provided to allow for that 9-foot pedestrian sidewalk easement.

Chair Pro Tem Frontero opened the public hearing. There were no comments. The public hearing was closed.

MOTION: Commissioner Shand moved to APPROVE the Plat Amendment at 268 Main Street, based on the following, as amended:

Findings of Fact:

1. 268 Main Street is a Significant Historic Site on Park City's Historic Sites Inventory codified in Land Management Code (LMC) § 15-11-10.
2. The Significant Historic Structure is in the Historic Commercial Business (HCB) Zoning District.
3. The existing Structure is built over five Lots of the Park City Survey with five separate parcel numbers (PC-275; PC-554-A; PC-274; PC-557; PC-275-A-1).
4. The Applicant proposes to remove interior Lot Lines which run through the Significant Historic Structure to create one 8,104-square-foot Lot for the Significant Historic Site.
5. The Applicant has an Encroachment Agreement with Park City Municipal Corporation that allows the Applicant to maintain signage within the Main Street Right-of-Way (Entry No. 1087686). The proposed Plat Amendment does not impact the agreement.

6. LMC § 15-2.6-3 regulates Lot and Site Requirements for properties in the HCB Zoning District.
 - a. The minimum Lot Area in the HCB Zoning District is 1,280 square feet.
 - i. The proposed Lot Area is 8,104 square feet.
 - b. The minimum Lot width in the HCB Zoning District is 25 feet.
 - i. The proposed Lot width is 64.25 feet.
 - c. The minimum Lot depth in the HCB Zoning District is 50 feet.
 - i. The proposed Lot depth is 124.2 feet.
 - d. The HCB does not have a maximum Lot Area. Pursuant to LMC § 15-2.6-6, "a floor Area to ground Area ratio must be used to calculate maximum buildable Area. The maximum Floor Area Ratio (FAR) is 4.0 measured as: total floor Area divided by Lot Area equals 4.0."
 - i. The FAR for the Historic Structure is 2.36.
7. Based on existing conditions there is currently a four-foot two-inch sidewalk at the narrowest point on Main Street. At the rear along Swede Alley, the Structure is almost built to the property line, maintaining a one-foot two-inch setback.
8. Future work on the Historic Structure will be required to comply with the requirements outlined in LMC Chapter 15-2.6 *Historic Commercial Business (HCB) District* and LMC Chapter 15-13 *Regulations For Historic Districts and Historic Sites*.
9. Pursuant to LMC § 15-7.1-3(B) a Plat Amendment shall be reviewed according to the requirements of LMC § 15-7.1-6 *Final Subdivision Plat* and its approval shall require a finding of Good Cause, which is defined by LMC § 15-15-1:
 - a. *Providing positive benefits and mitigating negative impacts, determined on a case-by-case basis to include such things as: providing public amenities and benefits, resolving existing issues and non-conformities, addressing issues related to density, promoting excellent and sustainable design, utilizing best planning and design practices, preserving the character of the neighborhood and of Park City and furthering the health, safety, and welfare of the Park City community.*
10. The proposed Plat Amendment creates one Lot which reflects current ownership and existing conditions for a designated Significant Historic Site. As conditioned, the proposed Plat Amendment will allow future improvements to the Significant Historic Structure with consideration of future pedestrian improvements along Swede Alley and will address

existing encroachments into the Main Street Right-of-Way through a required Encroachment Agreement with the Engineering Department.

11. The Development Review Committee reviewed the proposal on August 18, 2026, and requires Conditions of Approval incorporated herein.
12. Staff published notice on the City's website and the Utah Public Notice website and posted notice to the property on August 26, 2026. Staff mailed courtesy notices to property owners within 300 feet on August 26, 2026. The Park Record published courtesy notice on August 26, 2026.

Conclusions of Law:

1. The proposal to remove interior Lot Lines to combine five Lots to create one Lot at 268 Main Street for the Significant Historic Site complies with the HCB Zoning District requirements in LMC Chapter 15-2.6.
2. The proposed Plat Amendment complies with LMC § 15-7.1-6 *Final Subdivision Plat*.
3. There is Good Cause for the Plat Amendment because it creates one Lot for a Significant Historic Site to support future improvements and preservation of the Structure, and as conditioned, allows future pedestrian improvements along Swede Alley and addresses encroachments.
4. No Public Street, Right-of-Way, or easement has been vacated or amended as a result of the Plat Amendment.

Conditions of Approval:

1. The City Planner, City Attorney, and City Engineer will review and approve the final form and content of the Plat Amendment for compliance with state law, the LMC, and the conditions of approval, prior to recordation of the plat.
2. The Applicant shall record the Plat Amendment within one year from the date of Planning Commission approval. If recordation has not occurred within one year, this approval will be void, unless the applicant submits a request for an extension in writing prior to the expiration date and an extension is granted by the Planning Director.
3. If future improvements are proposed to the property along Swede Alley, a Historic District Design Review (HDDR) application is required. At that time, if elements of the building along Swede Alley are determined to be non-Historic, then the Applicant must remove non-Historic encroachments and dedicate a pedestrian easement along Swede Alley prior to HDDR approval, subject to final City Engineer approval.

4. The Applicant shall obtain an Encroachment Agreement with the City Engineering Department for a pedestrian easement and the portion of the porch which encroaches into the Main Street Right-of-Way prior to plat recordation.

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

- C. 555 King Road – Conditional Use Permit** – The Applicant Proposes to Construct a 639-Square-Foot Outdoor Swimming Pool in the Estate Zoning District and Sensitive Land Overlay. PL-26-06995.

Senior Planner, Lillian Zollinger, presented the Staff Report and explained that this is a CUP application for 555 King Road. The property is in the Estate Zoning District and the Sensitive Land Overlay (“SLO”). There is an existing guest house on site and there is a single-family dwelling and accessory structure currently under construction. As an accessory use to the single-family dwelling, the applicant proposes a 639 square foot outdoor swimming pool. Staff finds the proposal, as conditioned, is compliant with the Estate Zoning District. She shared an image of the building pad and pool location.

The proposal, as conditioned, complies with past approvals and the SLO. Planner Zollinger reported that the applicant provided images that illustrate where the proposed pool will be located. It will be screened from several vantage points. Staff finds this proposal complies with the CUP criteria, as conditioned. The DRC reviewed this proposal and confirmed compliance with the required standards. The proposed outdoor swimming pool also complies with the parking requirements outlined in the LMC. Planner Zollinger highlighted some of the proposed Conditions of Approval in the Draft Final Action Letter.

Staff recommends the Planning Commission review the proposed CUP at 555 King Road, conduct a public hearing, and consider approval based on the Findings of Fact, Conclusions of Law, and Conditions of Approval outlined in the Draft Final Action Letter.

Commissioner Shand asked about the Condition of Approval related to nightly rentals. He asked if the existing guest house always had that restriction, which was confirmed. Planner Zollinger reported that this is a continuation of the original CUP. Both of those Final Action Letters are attached as exhibits to the Staff Report and can be reviewed.

Chair Pro Tem Frontero opened the public hearing. There were no comments. The public hearing was closed.

MOTION: Commissioner Shand moved to APPROVE the Conditional Use Permit at 555 King Road, based on the following:

Findings of Fact:

1. On October 11, 2021, the City Council adopted Ordinance No. 01-44, approving the King Road Estate Subdivision.

2. 555 King Road is the 55.931-acre Lot 1 of the King Road Estate Subdivision in the Old Town neighborhood, the Estate Zoning District, and the Sensitive Land Overlay (SLO).
3. On December 11, 2002, the Planning Commission approved two Conditional Use Permits (CUPs): one for a Guest House and one for a seven-space Parking Garage under the main building.
4. Both CUPs expired and on December 8, 2024, the Planning Commission approved the same CUPs.
5. On October 26, 2005, the Planning Commission approved a new Guest House CUP and extended the Parking Garage approval.
6. The CUP Conditions of Approval prohibit Nightly Rental of the Guest House and Single-Family Dwelling (SFD).
7. On January 3, 2006, the City issued Building Permit B05-10828 for the construction of the Guest House.
8. The Guest House was constructed in 2005 (Building Permit B05-10828) and remains on site. The Parking Garage was not constructed.
9. On September 1, 2023, the Building Department issued Building Permit 23-1058 for the construction of an Accessory Structure.
10. On July 1, 2024, the Building Department issued Building Permit 24-069 for the construction of an SFD. Both the Accessory Structure and SFD are still under construction.
11. The Applicant proposes a 639-square-foot outdoor pool adjacent to the SFD.
12. Land Management Code (LMC) Chapter 15-2.10 outlines the Estate Zoning District requirements.
 - a. Pursuant to LMC § 15-2.10-2(B)(19), a Private Recreation Facility is a Conditional Use in the Estate Zoning District.
 - i. LMC § 15-15-1 defines a Private Recreation Facility as, “[r]ecreation facilities operated on private Property and not open to the general public, including Recreation Facilities such as swimming pools, tennis courts, outdoor Pickleball Courts, and similar facilities for the Use by Owners and guests.”
 - b. LMC § 15-2.10-3 requires the Front, Rear, and Side Setbacks for structures in the Estate Zoning District to be 30 feet.
 - i. The King Road Estate Plat notes require: 2.[...]construction on this lot can only occur within the building zone shown

herewith. All landscaping improvements, septic tank and drain field must occur within the building zone. 6. The building zone contains 90,000 square feet in land area. A total of 45,00 sq. ft. of site disturbance may occur within the building zone exclusive of the driveway, private ski trails, and public biking/hiking trails outside of the building zone. The remaining 45,000 sq. ft. of the building zone must remain in natural open space. 8. No structures or improvements are permitted outside of the 90,000 sq. ft. building zone with the exception of the private driveway, non-motorized trails, and ski runs.

1. The proposed pool is a minimum of 379 feet away from any property line and within the 90,000-square-foot building zone.
 2. The Applicant does not propose to increase the site disturbance to accommodate the pool, and the pool construction will remain inside the maximum 45,000-square-foot disturbance area.
 - c. LMC § 15-2.10-4 outlines that no Structure may exceed 28 feet in height from Existing Grade.
 - i. The proposed pool will be at grade.
13. LMC Chapter 15-2.21 outlines the SLO requirements.
 - a. The 2001 City Council Staff Report includes the following analysis regarding the SLO: "The applicant has provided a Sensitive Lands analysis that staff has reviewed and concurs with. Base density under SLO would be 4.58 units. The applicant is proposing one unit. Staff has conducted a site visit and viewed the location from the SLO vantage points. Although the house will be visible from areas of upper Deer Valley such as American Flag, it is not visible from the proscribed vantage points. A previous proposed house site would have been much more visible from the vantage points."
 - i. The new proposed pool resides within the building zone and complies with the previously established 45,000-square-foot building disturbance area.
14. LMC Chapter 15-3 outlines Off-Street Parking requirements.
 - a. LMC § 15-3-6(A) requires two Off-Street Parking Spaces for the SFD and LMC § 15-3-6(B) requires one Off-Street Parking Space per four persons maximum rated capacity for a Private Recreation Facility.
 - i. The Applicant states the maximum occupancy is eight people, which requires two parking spaces.
 - b. LMC § 15-3-4(A)(1) requires that single car garages must have a minimum interior dimension of 11 feet wide by 20 feet deep.

- i. Building Permit 24-069 approved four parking spaces in a garage and therefore, adequate parking is provided for the SFD and outdoor pool.

15. LMC § 15-1-10(E) outlines the criteria for Conditional Use Permits.

CUP Review Criteria	Analysis of Proposal
Size and location of the Site	<i>Complies:</i> The 639-square-foot pool does not increase the site disturbance, and the pool construction will remain inside the maximum 45,000-square-foot disturbance area.
Traffic considerations including capacity of the existing Streets in the Area	<i>No unmitigated impacts:</i> At the time of the application submittal, the Traffic Impact Study Guidelines stated that a study is required when a proposed development or redevelopment will generate 25 or more net new vehicle trips during the weekday AM or PM peak hour or other analysis hour at the discretion of Park City Staff. The proposed outdoor pool will not generate any additional traffic beyond the property's primary Use as an SFD. The proposed outdoor pool is an accessory use to the SFD and for private use only.
Utility capacity, including Storm Water run-off	<i>Complies:</i> On August 18, 2026, the Engineering and Water Departments and Snyderville Basin Water Reclamation District confirmed the proposal complies with their required standards.
Emergency Vehicle Access	<i>Complies:</i> On August 18, 2026, the Park City Fire District confirmed the proposal complies with their required standards.
Location and amount of off-Street parking	<i>Complies:</i> See Finding of Fact 14.
Internal vehicular and pedestrian circulation system	No unmitigated impacts: The proposed pool is only accessed via the SFD.
Fencing, Screening, and landscaping to separate the Use from adjoining Uses	<i>Condition of Approval Recommended:</i> There is no fencing proposed. The Applicant proposes to plant a mix of shrubs and Aspens on the outside edge of the pool area to screen the pool. The final landscape plan shall comply with the Municipal Code of Park City (MCPC)

	Chapter 11-21 Wildland-Urban Interface Code, and LMC § 15-5-5(N) (see Condition of Approval 7).
Building mass, bulk, and orientation, and the location of Buildings on the Site; including orientation to Buildings on adjoining Lots	<i>Complies:</i> The pool is located towards the front of the Lot, is subordinate to the SFD, and a minimum of 379 feet away from the property lines.
Usable Open Space	<i>Complies:</i> The proposed pool complies with the required Setbacks for the site and the building zone.
Signs and lighting	<i>No unmitigated impacts:</i> The Applicant does not propose any signs for the pool. LMC § 15-5-5(J)(19)(d) exempts underwater lighting in swimming pools from Dark Sky outdoor lighting requirements. The Applicant proposes installing pool lighting in the pool.
Physical design and Compatibility with surrounding Structures in mass, scale, style, design, and architectural detailing	<i>Complies:</i> The proposed pool will be finished with a dark plaster and black ceramic tiles and grey stones that match the surrounding stone patio.
Noise, vibration, odors, steam, or other mechanical factors that might affect people and Property Off-Site	<i>Condition of Approval Recommended:</i> The Applicant does not propose any outdoor speakers associated with the pool. The use of the outdoor pool shall comply with the Municipal Code of Park City's Noise Ordinance outlined in Title 6 (Condition of Approval 3). The pool and spa equipment will be in an enclosed mechanical room within the house and not visible.
Control of delivery and service vehicles, loading and unloading zones, and Screening of trash and recycling pickup Area	<i>No unmitigated impacts:</i> Vehicles for service and maintenance of the outdoor pool will access the property from the private driveway and King Road. No trash or recycling areas are proposed in association with the outdoor pool.
Expected Ownership and management of the project as primary residences, Condominiums, time interval Ownership, Nightly Rental, or commercial tenancies, how the form of Ownership affects taxing entities	<i>Condition of Approval Recommended:</i> The outdoor pool is for the use of the owner and guests. See Condition of Approval 5.

Within and adjoining the Site, Environmentally Sensitive Lands, Physical Mine Hazards, Historic Mine Waste and Park City Soils Ordinance, Steep Slopes, and appropriateness of the proposed Structure to the existing topography of the Site	<i>Complies:</i> See Finding of Fact 13.
Reviewed for consistency with the goals and objectives of the Park City General Plan; however, such review for consistency shall not alone be binding	<i>Complies:</i> The proposed pool complies with the General Plan Community Character Strategies 1F and 3A, wherein the design of the pool respected existing scale and style of the SFD and the location of the pool does not impede open space.
Radon mitigation; the Planning Director or Planning Commission shall require residential Conditional Uses to include the installation of a basic radon remediation system that allows for the installation of a radon remediation air handler if or when radon mitigation is required for the space in accordance with residential building codes	<i>Complies:</i> The structure under construction is being built with radon mitigation.

16. The Development Review Committee reviewed the proposal on August 18, 2026, and confirmed the proposal complies with their required standards.

Conclusions of Law:

1. The proposal, as conditioned, complies with LMC Section 15-1-10(E) *Conditional Use Review Process*.
 - a. The Use will be Compatible with surrounding Structures in Use, scale, mass and circulation;
 - b. The effects of any differences in Use or scale have been mitigated through careful planning.
2. The proposal complies with LMC Chapter 15-2.10 *Estate Zoning District*.
3. The proposal complies with LMC Chapter 15-2.21 *Sensitive Land Overlay*.
4. The proposal, as conditioned, complies with LMC Chapter 15-3 *Off-Street Parking*.
5. The proposal complies with the King Road Estate Subdivision Plat.

Conditions of Approval:

1. Final building plans and construction details shall reflect substantial compliance with the final plans submitted to the Planning Department and reviewed by the Planning Commission on September 9, 2026.
2. The Applicant is responsible for notifying the Planning Department prior to making any changes to the approved plans. Any changes, modifications, or deviations from the approved scope of work shall be submitted in writing for review and approval/denial in accordance with the applicable standards by the Planning Director prior to construction.
3. The Applicant shall adhere to Municipal Code of Park City Chapter 6-3, Noise.
4. The Applicant shall coordinate pool drainage with the Snyderville Basin Water Reclamation District at the Building Permit phase.
5. The pool cannot be rented separately from the property's primary Use as a SFD.
6. Nightly rental of the Guest House or SFD is prohibited.
7. The final landscape plan shall comply with the MCPC Chapter 11-21 *Wildland-Urban Interface Code* and LMC § 15-5-5(N) *Water Wise Landscaping* prior to Building Permit submittal for the pool.

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

7. ADJOURNMENT

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

The Planning Commission Meeting adjourned at approximately 8:40 p.m.

FIVE-ACRE SITE

September 9, 2026

PL-26-06914 | Master Planned Development

PL-26-06915 | Conditional Use Permit

PL-26-06917 | Conditional Use Permit

PL-26-06920 | Subdivision



1881

Location



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

Proposed

Redevelop with Mixed-Use

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



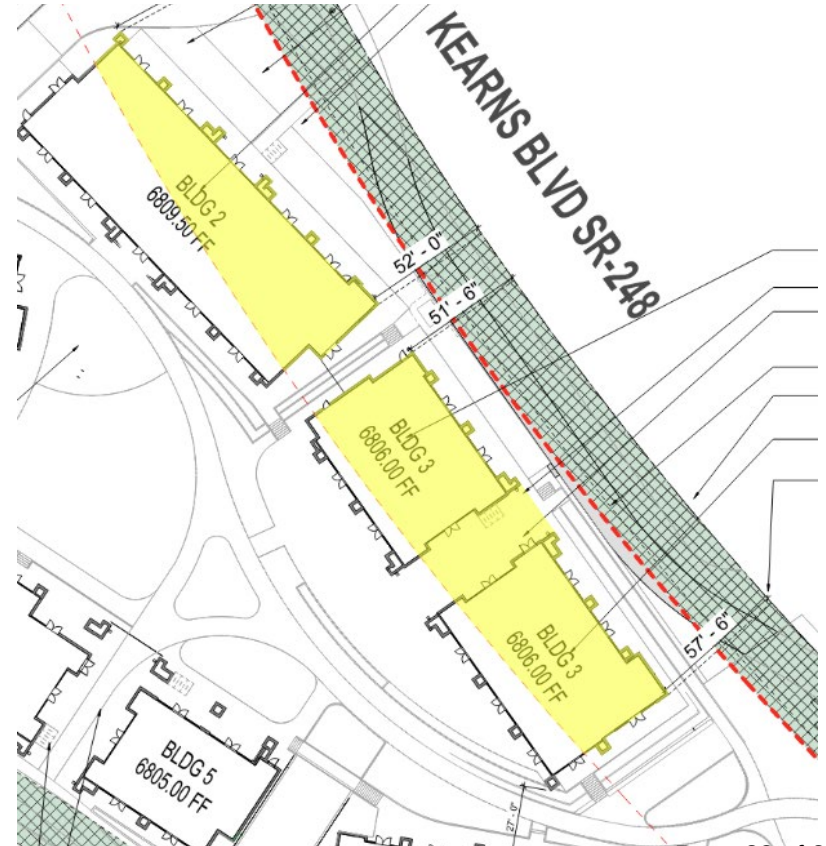
Zoning District

General Commercial

- Land Use
- Building Height (35 feet, 40 Feet with allowed roof exceptions)
- Setbacks (MPD Perimeter 25 Feet)

Frontage Protection

- Kearns Boulevard 100'
- Setback (30 Feet)
- Construction Activity Requires CUP



— Planning Commission —

August 26th

Reviewed:

- Building Height Exceptions
- Proposed Open Space
- Parking Management Plan
- Traffic Impact Study

Requested:

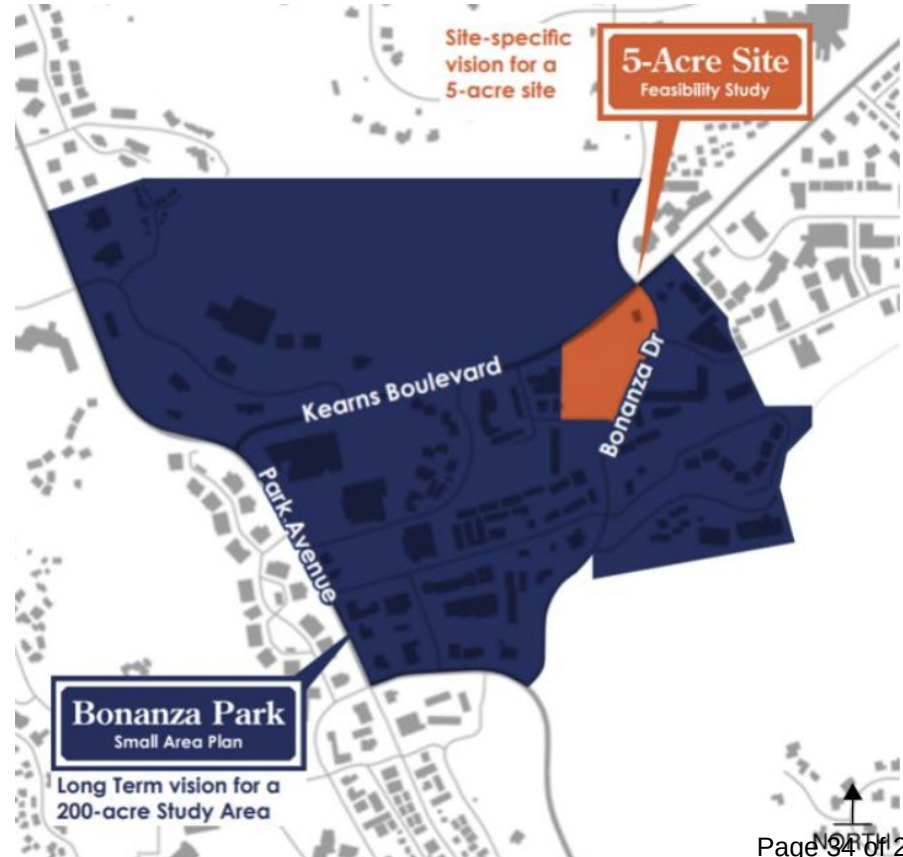
- Reduce Building Heights
(Additional Height for Building One May Be Considered)
- Building Renderings with 4:12, 7:12, and 12:12 Gable Pitches
- Detail of Affordable Units
- List of TDM Strategies

General Plans

Bonanza Park Small Area Plan (2024):

Part of the General Plan

- Mixed-Use
- Local
- User-Friendly
- Inclusive
- Green
- Cultural



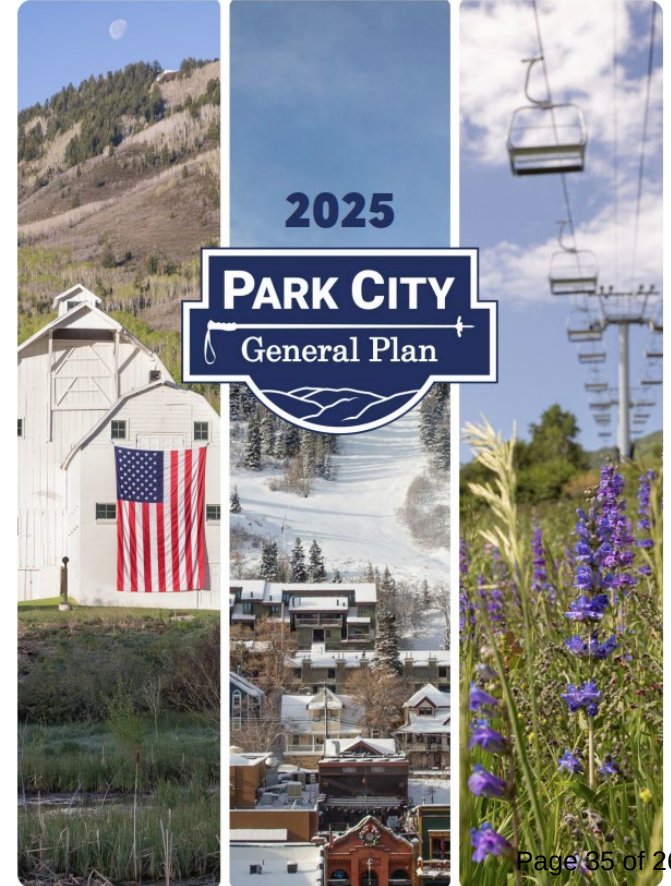
General Plans

Moderate-Income Housing Plan (2022, Updated 2025)

- Facilitate the Production of a Mix of New Housing units to Meet the Needs of the Local Workforce, Maintain Vibrancy, and Increase the Diversity of the Community.

General Plan (2025)

- Provide Housing Options for Various Groups, Including Workforce, Senior, and First-Time Home Buyers.



General Plans

Questions for the Commission:

- As part of the CUP criteria, the Planning Commission reviews projects “for consistency with the goals and objectives of the Park City General Plan; however, such review for consistency shall not along be binding.” Does the Planning Commission find the Five-Acre Site redevelopment is consistent with the goals and objectives of the General Plan and Bonanza Park Small Area Plan?*

Housing Mitigation Plan

- **Required:** 19.8 affordable unit equivalents
- **Proposed:** 88 deed restricted affordable units
- Targeted outreach and marketing
- 18 unrestricted units
 - 80 to 120 percent area median income
 - Could be prioritized for local workforce

Housing Mitigation Plan

Questions for the Commission:

- *As part of the Master Planned Development (MPD) criteria, the Planning Commission must find the project “is consistent with the employee Affordable Housing requirements as adopted by the City Council at the time staff determined the application to be complete.” No modifications to the Affordable Housing requirements have been enacted since 2025 and the 2026 submittal of the application and determination that the application is complete. Based on the review of submitted materials, can the Planning Commission make this finding?*

Single-Lot Subdivision

- Lot A
- 5.27 Acres
- DRC
- Good Cause



PARK CITY

Subdivision

Questions for the Commission:

- *Does the Planning Commission find Good Cause for the Bonanza Park Subdivision?*

LMC §15-15-1 defines Good Cause as: Providing positive benefits and mitigating negative impacts, determined on a case by case basis to include such things as: providing public amenities and benefits, resolving existing issues and non-conformities, addressing issues related to density, promoting excellent and sustainable design, utilizing best planning and design practices, preserving the character of the neighborhood and of Park City and furthering the health, safety, and welfare of the Park City community.

Traffic and Parking

Use	Code Requirement	Proposal	Number of Required Spaces
Residential Uses			
Apartment ≤1,000 sq ft	1 space / unit	82 units	82
Apartment >1,000 and <2,000 sq ft	1.5 spaces / unit	24 units	36
SUBTOTAL:			118
Non-Residential Uses			
Child Care Center	1 per on-shift employee	4 on-shift employees	4
Resident Leasing Office	3 spaces / 1,000 sq ft	2,188 sq ft	6.56
Non-Profit Arts Spaces	1 space / 1,000 sq ft	8,080 sq ft	8.08
Retail	3 spaces / 1,000 sq ft	10,251 sq ft	30.71
Café	3 spaces / 1,000 sq ft	2,220 sq ft	6.6
Restaurant	1 space / 100 sq ft	3,360 sq ft	33.6
SUBTOTAL:			89.55
TOTAL REQUIRED PARKING:			208
PROPOSED PARKING:			280* (+72)

- Proposed parking exceeds LMC requirement
- Parking Management Plan
 - Unbundled parking
- Transportation Demand Management
 - Strategies
 - Post-occupancy monitoring and reporting
 - Event-specific transportation management plans

Building Height

Updates

- Sample Concepts and Renderings
 - Buildings One, Two, and Five
 - 4:12, 7:12, 12:12

Building One

- Proposed Additional Building Height (Four Stories)

Building Two

- Reduced Height

Building Five

- Reduced Height



Building Height

Questions for the Commission:

- Does the Planning Commission find the Applicant has met the required criteria for a Building Height exception in the LMC §15-6-5(F)? If so, will the Planning Commission grant the requested Building Height exceptions?*

Conditional Use

Questions for the Commission:

- *Based on the Applicant's revised submittal, is the Planning Commission able to make these findings?*

If not, what additional information or modifications are needed for Final Action?

Master Planned Development

Purpose

- Result in a net positive contribution of amenities to the community
- Provide a variety of Housing Types
- Provide the Highest Value of Open Space
- Encourage Mixed-Use, Walkable, and Sustainable Redevelopment
- Encourage Opportunities for Economic Diversification and Development

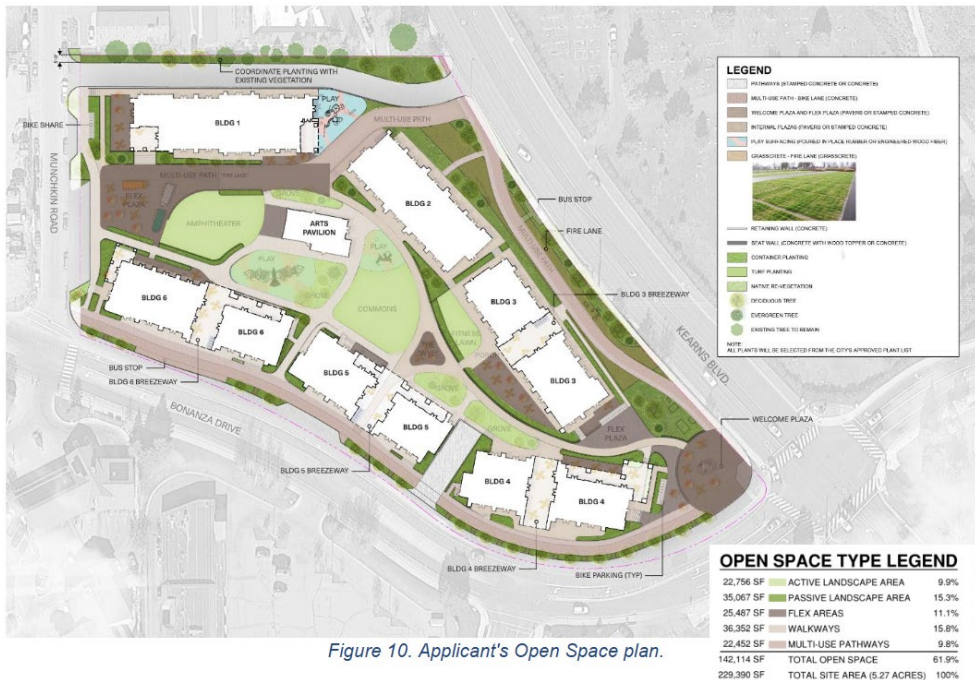


Figure 10. Applicant's Open Space plan.

Master Planned Development

Questions for the Commission:

- *Based on the Applicant's revised submittal, is the Planning Commission able to make these findings and conclusions?*

If not, what additional information or modifications are needed for Final Action?

September 9, 2026

Park City: 5-Acre Site

Traffic and Parking

Josh Gibbons, PE, PTOE, RSP1
Scottie Duclos, PE, PTOE

Transportation Demand Management

Transportation Demand Management (TDM) Strategies

- BRT Lane Dedication
- Bikeshare
- Vanpool and Transit Incentives
- Additional Bike Parking
- External Pedestrian Connections
- Internal Pedestrian Breezeways
- Enhanced Crosswalk Elements and Streetscapes
- Street-Facing Commercial
- Centralized Service and Delivery
- On-site Childcare
- Paid Public Parking
- Parking Management Plan

Parking

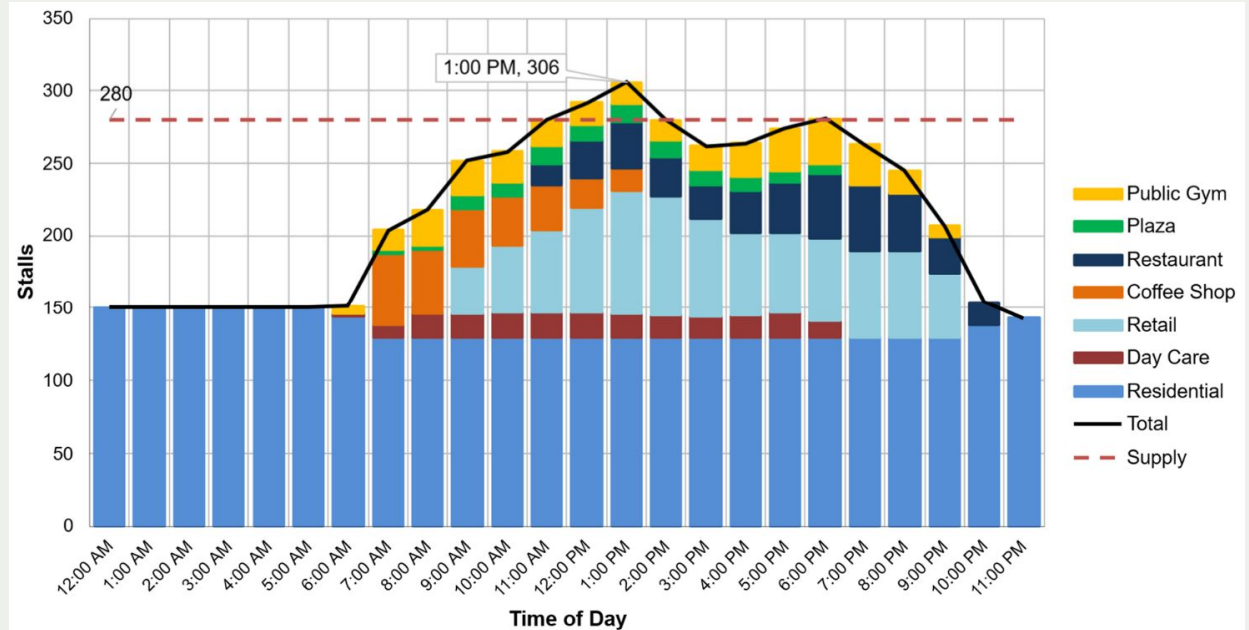
Assumptions

- Parking study updated with latest building use assumptions
- Accounts for potential restaurant use, outdoor dining, and daily event programming

Land Use	Previous	Updated
Residential	106 units	106 units
Day Care Center	4,299 square feet	4,299 square feet
Daily Programming / Use	2 acres	2 acres
Retail	10,300 square feet	17,408 square feet
Cafe / Deli	4,600 square feet	2,680 square feet
Restaurant	5,300 square feet	3,072 square feet
Gym	N/A	3,689 square feet

Time-of-Day Parking

- Updated analysis to assume new square footages and 130 dedicated residential stalls.
- **306 stalls:** peak parking need
- **275 stalls:** parking need assuming 10% multi-modal / TDM reduction



LMC Criteria

1. The proposed number of vehicles required by the occupants of the project based upon the proposed Use and occupancy. - Parking study completed using parking demand data from ITE
2. A parking comparison of projects of similar size with similar occupancy type to verify the demand for occupancy parking. - ITE data and rates selected to match proposed building uses
3. Parking needs for non-dwelling Uses, including traffic attracted to Commercial Uses from off-site. - ITE data included for non-dwelling Uses within the parking study
4. An analysis of time periods of Use for each of the Uses in the project and opportunities for shared parking by different Uses. This shall be considered only when there is guarantee by Use covenant and deed restriction. - This time of day analysis was included in the study
5. A plan to discourage the Use of motorized vehicles and encourage other forms of transportation. - Multiple TDM strategies are proposed for the project
6. Provisions for overflow parking during peak periods. - Off-site parking plan is needed for events at the amphitheater; otherwise, the parking has been sized to accommodate parking demand of daily uses
7. An evaluation of potential adverse impacts of the proposed parking reduction and density increase, if any, upon the surrounding neighborhood and conditions of approval to mitigate such impacts. - N/A, a parking reduction is not being proposed. Sufficient parking is proposed to avoid impact to surrounding neighborhoods

Parking Management Plan

Purpose

- Parking supports childcare, arts programming, businesses, family-oriented housing, and public gathering space.
- Locating parking underground preserves the surface for gathering areas, a playscape, landscaping, and pedestrian activity.

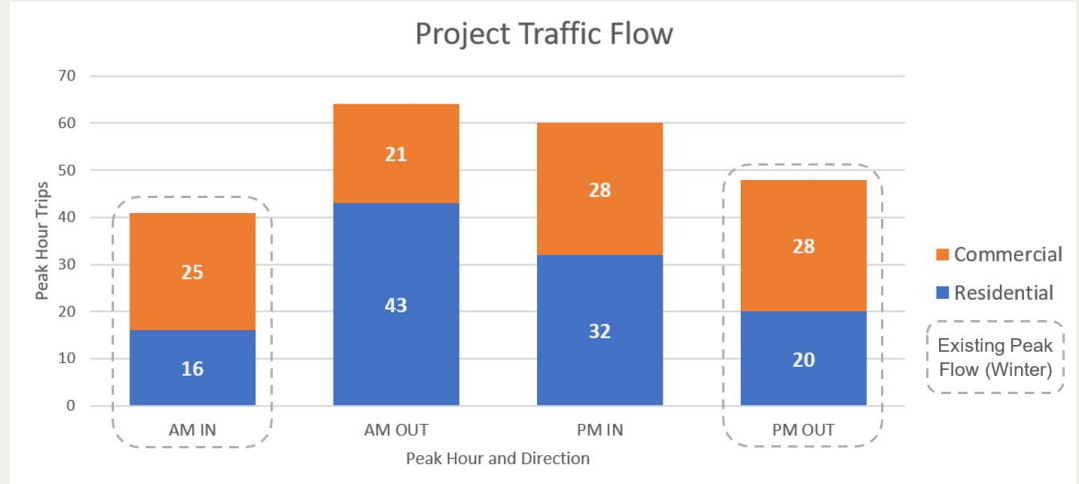
Management

- While parking will support the site uses, active management and multimodal options will reduce unnecessary trips and circulation.
- Allocation, paid public parking, permits, enforcement, and wayfinding will maintain availability and limit spillover and unnecessary circulation.
- Larger events will rely on transit, remote parking, and event-specific management.
- Parking operations will coordinate with citywide peak day mitigation efforts.
- Ongoing monitoring will inform operational adjustments.

Traffic

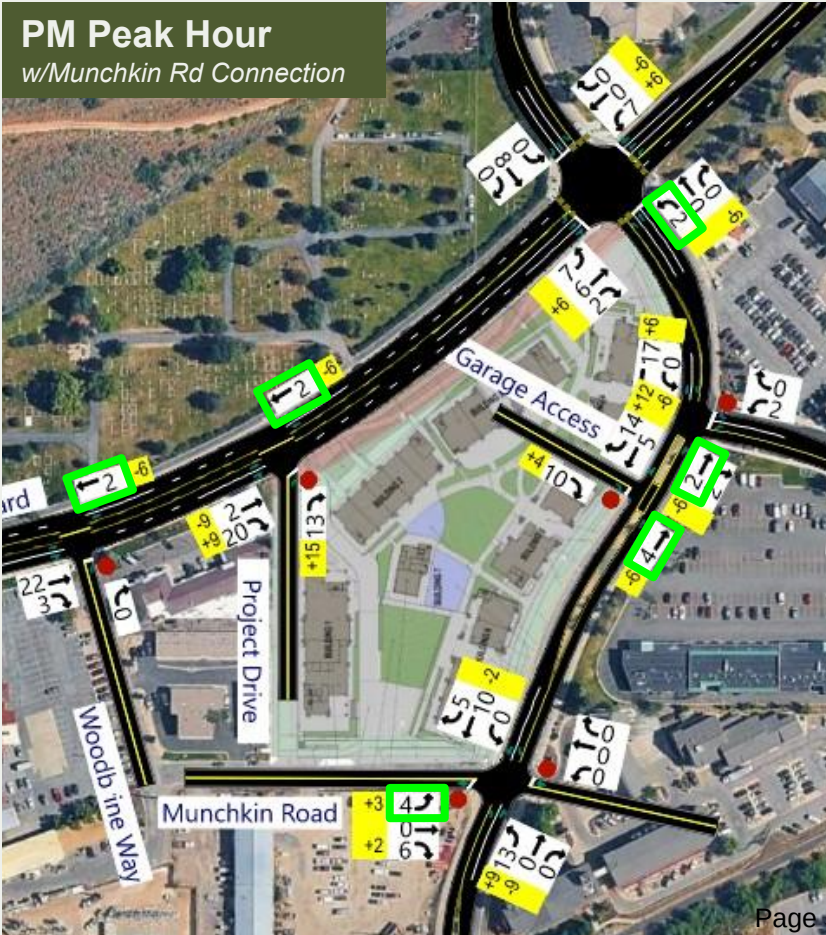
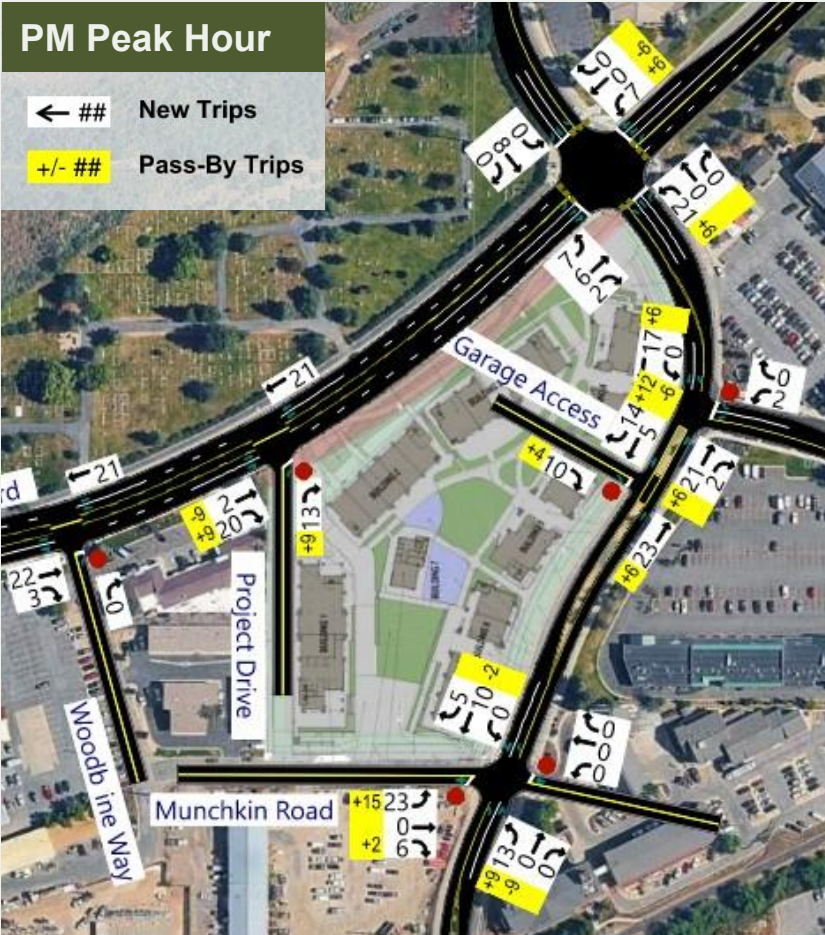
Trip Generation

- Development's heavier traffic flows are in the AM exiting the site and the PM entering the site, which are opposite the existing peak winter flows in the area



[illegible]

Impact of Munchkin Road Connection





Bonanza 5-Acre Site Redevelopment



Welcoming to the Public

- **Welcome Plaza & Diagonal Views**
- **Accessible: 10 Breezeways & Gaps**
- **Outdoor Decks and Dining**
- **Retail Activation**
- **Daily Programming & Small Weekend Events**



Commission Question #1- View into the site appears to be blocked by building 4. The public won't use the space unless they can see into in the intersection of Kearns and Bonanza



Building 4, & 3
7:12 Roof Pitch
View from Bonanza & Kearns



OPEN SPACE TYPE LEGEND

22,756 SF	ACTIVE LANDSCAPE AREA	9.9%
35,067 SF	PASSIVE LANDSCAPE AREA	15.3%
25,487 SF	FLEX AREAS	11.1%
36,352 SF	WALKWAYS	15.8%
22,452 SF	MULTI-USE PATHWAYS	9.8%
142,114 SF	TOTAL OPEN SPACE	61.9%
229,390 SF	TOTAL SITE AREA (5.27 ACRES)	100%



VISION STATEMENT:

The Bonanza Park 5 Acre Redevelopment will be a Mixed-Use Development designed around a Mountain Town Village Concept:

- A “Third Place” for Community Gathering & Activation
- Balanced mix of uses to contribute to the overall success
- Park like Village Green as the project anchor and community resource



Village Green Potential Programming

- Pop-up shops
- Winter Market
- Art Shows
- Yoga Classes
- Movie Nights
- Block Party
- Live Music
- Ski Beach

VILLAGE GREEN



Village Green

- Gathering Space
- Linear Playscape
- Multi-Use Pathways
- Pedestrian Respite Areas
- Public Art Integrated throughout
- Dining
- Small Amphitheater
- Mobility Hub



Multi Disciplinary Art Space

- Community & Tenant Uses
- Will Activate the overall Project
- Fits into Cultural Arts Master Plan
- Flexible layout supporting workshops, dance, spoken word
- Small Performance Space
- Modular Design
- Shared Calendar

MULTIDISCIPLINARY ART SPACE



MULTIDISCIPLINARY ART SPACE

Potential Uses

- Youth Musical Theater
- Orchestra Groups
- Dance Classes
- Healing Sound & Listening Room
- Open Mic Nights
- Song Circles
- Poetry Slams
- Art Classes
- Exhibits

A CREATIVE COMMUNITY GATHERING SPACE

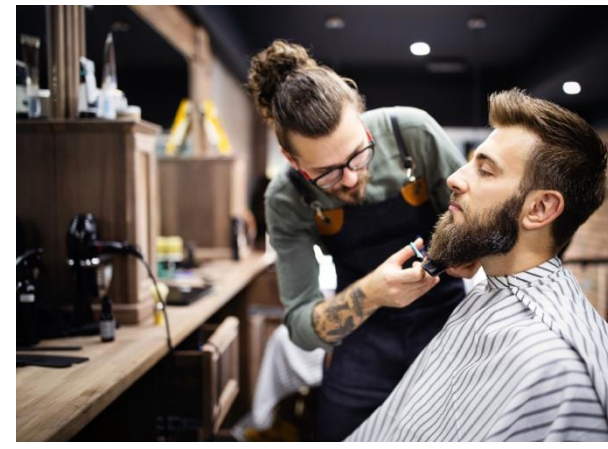
- **Foster Connection and Belonging:** Create a welcoming space where residents of all ages can gather, connect, and be in community with each other.
- **Prioritize Local Residents and Celebrate Community:** Center programming on residents, encouraging community ownership and participation.
- **Encourage Creativity and Interactivity:** Offer hands-on arts, cultural, and collaborative activities for people of all ages.
- **Support Local Artists and Cultural Nonprofits:** Provide opportunities for artists and feature local nonprofit programming and impact.
- **Ensure Accessibility and Inclusivity:** Offer free or low-cost programming that is welcoming and accessible to all people.
- **Activate the Space Year-Round:** Maintain consistent, vibrant programming that encourages ongoing community engagement and activity.



PROGRAMMING OPPORTUNITIES

- **Pop-up Dance Performances**
 - (Ballet West Academy/BalletNEXT)
- **Live Music**
 - (Mountain Town Music, PC Opera, PCPA)
- **Cultural Presentations**
 - (Artes de Mexico en Utah)
- **Plein Air Paint Outs, Draw Days, Open Studios**
 - (Local galleries, KAC, CREATE PC, PCAA)
- **Interactive and Temporary Public Art**
 - (Murals, chalk art, art gardens, sculptures)
- **Seasonal Art Markets**
 - (Local artists, makers, creative entrepreneurs)
- **Nonprofit Partnership Programming**
 - (Amplify missions of all cultural nonprofits)





Let's create a THIRD SPACE — places that aren't home or work, but a welcoming, flexible environment where the community naturally gathers

Local Retail

- Brewery / Taproom
- Restaurant / Café

Everyday Essentials

- Coffee / Bakery / Breakfast Spot
- Bike & Outdoor Shop
- Fitness Studio

Family + Community Uses

- Daycare / After-School Enrichment.
- Makerspaces
- Co-Working & Life Skills Hub – UNIVERSITY OF UTAH – HIGHER EDUCATION
- Family-Friendly, Youth and Young Adult Draws

RETAIL CONCEPT

Tenant Mix Matters

- Targeting tenants whose busy times are staggered throughout the day
- Services, wellness, retail, food, and fitness spreads variability with access/demand
- Appropriate mix helps reduce car visits by having patrons visiting multiple businesses on one trip
- Targeting different tenants from surrounding developments encourages non-motorized transit between neighborhood properties
- Goal is to capture users who are already here
- The design of the development encourages walking, biking, and bus access

Where we left off:



Ground Floor Uses

Building 1:	Childcare	4,300 SF
	Leasing Office	2,188 SF
Building 2:	Arts Studios	7,160 SF
Building 3:	Finess Studio (Public Access)	3,689 SF
Building 4:	Retail Lease	2,140 SF
	Café Lease	2,200 SF
Building 5:	Retail Lease (Div up to 2)	5,516 SF
Building 6:	Restaurant Lease	2,100 SF
	Retail Lease (Div up to 2)	2,592 SF
Building 7:	Art Pavillion	2,563 SF

Affordable Housing will Serve the Local Workforce and Reduce Commuter Traffic

EngineHouse data

- 89.9% hold a job in Park City or Summit County
- 4.2% Wasatch County
- 94.1% Wasatch Back



Similar Percentages in other Income Restricted Area Projects

- Liberty Peak Apartments – 98.4%
- Washington Mill Apartments – 100%
- Holiday Village Apartments – 98.75%
- Parkside Apartments – 97.62%
- Meadow View Apartments – 95.84%
- Newpark Studios – 86.85%
- Richer Place – 92.86%
- Canyon Corners/Commons at Newpark – 87.1%



Local Outreach and Lease-Up Strategies

- Provide applications and lease-up information directly to large Park City and Summit County Employers
- Target marketing to local workers
- Coordinate outreach with the Chamber
- Maintain an early interest list so local employees can receive timely notice when applications open
- Provide applications materials in accessible formats
- Establish transparent application timelines and selection procedures



Buildings 4, 3 & 2
4:12 Roof Pitch
View from Bonanza & Kearns



Building 4, & 3
7:12 Roof Pitch
View from Bonanza & Kearns



Building 4, 3, & 2
12:12 Roof Pitch
View from Bonanza & Kearns



Building 4 & 3
7:12 Roof Pitch
Bonanza & Kearns



Building 4, 3, & 2
7:12 Roof Pitch
View from Bonanza & Kearns



Building 4, 3,
7:12 Roof Pitch
Bonanza & Kearns



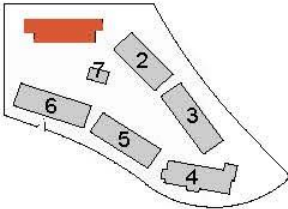
Building 4, 3, 2
7:12 Roof Pitch
Along Kearns



Buildings 3,2,1
4:12 Roof Pitch
Bonanza & Kearns

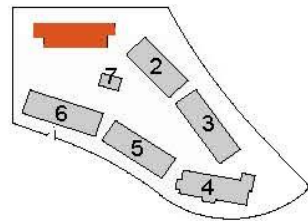


Bonanza 5-Acre Site Redevelopment
Building 1
4:12 Roof Pitch Option - View from Open Space



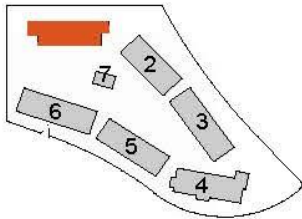


Bonanza 5-Acre Site Redevelopment
 Building 1
 7:12 Roof Pitch Option - View from Open Space



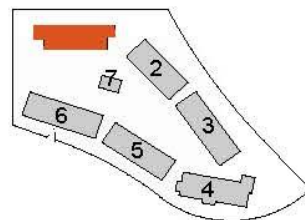


Bonanza 5-Acre Site Redevelopment
 Building 1
 12:12 Roof Pitch Option - View from Open Space



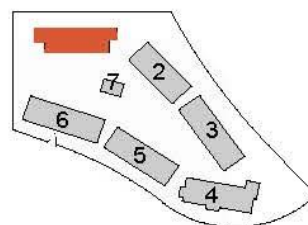


Bonanza 5-Acre Site Redevelopment
 Building 1
 4:12 Roof Pitch Option - View from West Property Line



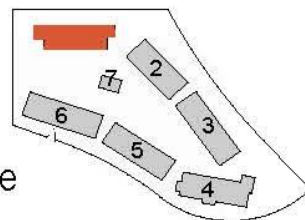


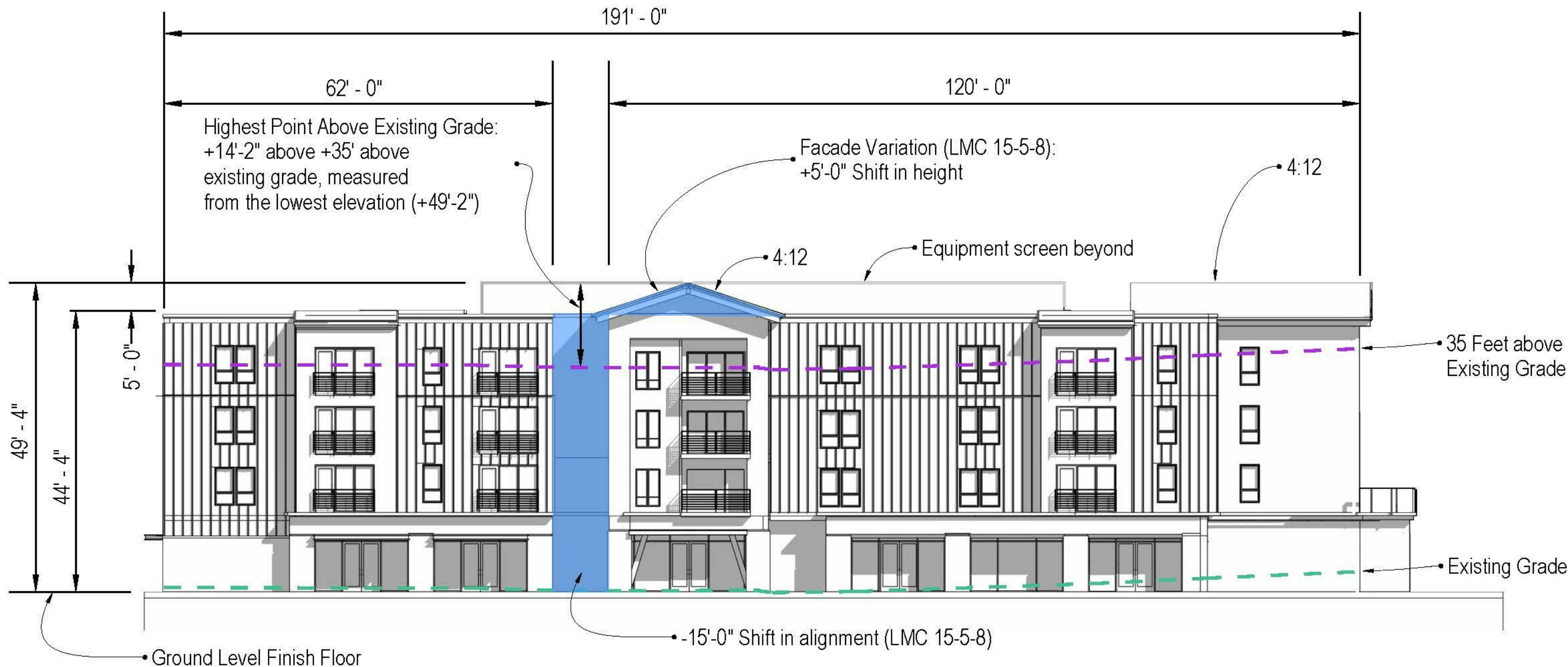
Bonanza 5-Acre Site Redevelopment
 Building 1
 7:12 Roof Pitch Option - View from West Property Line



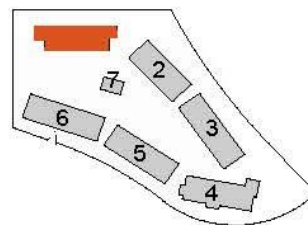


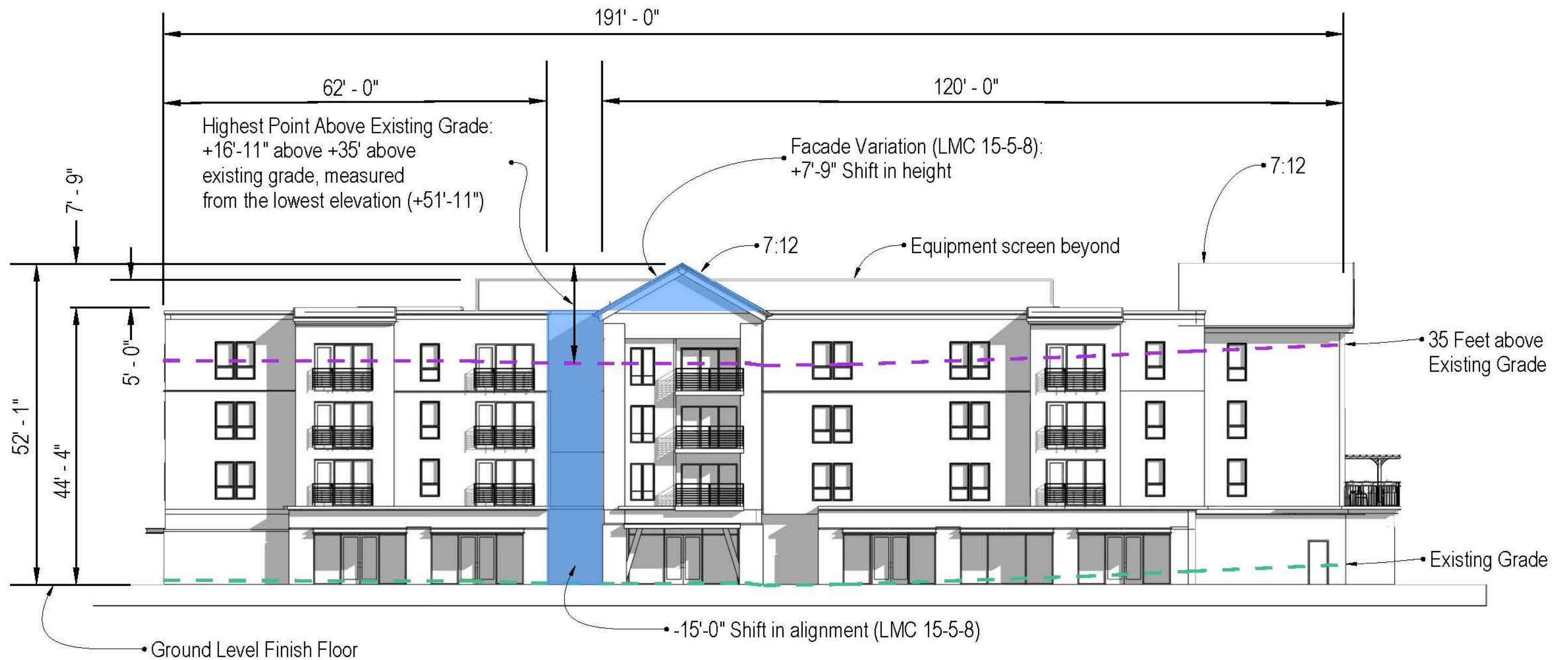
Bonanza 5-Acre Site Redevelopment
Building 1
12:12 Roof Pitch Option - View from West Property Line



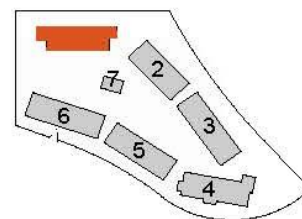


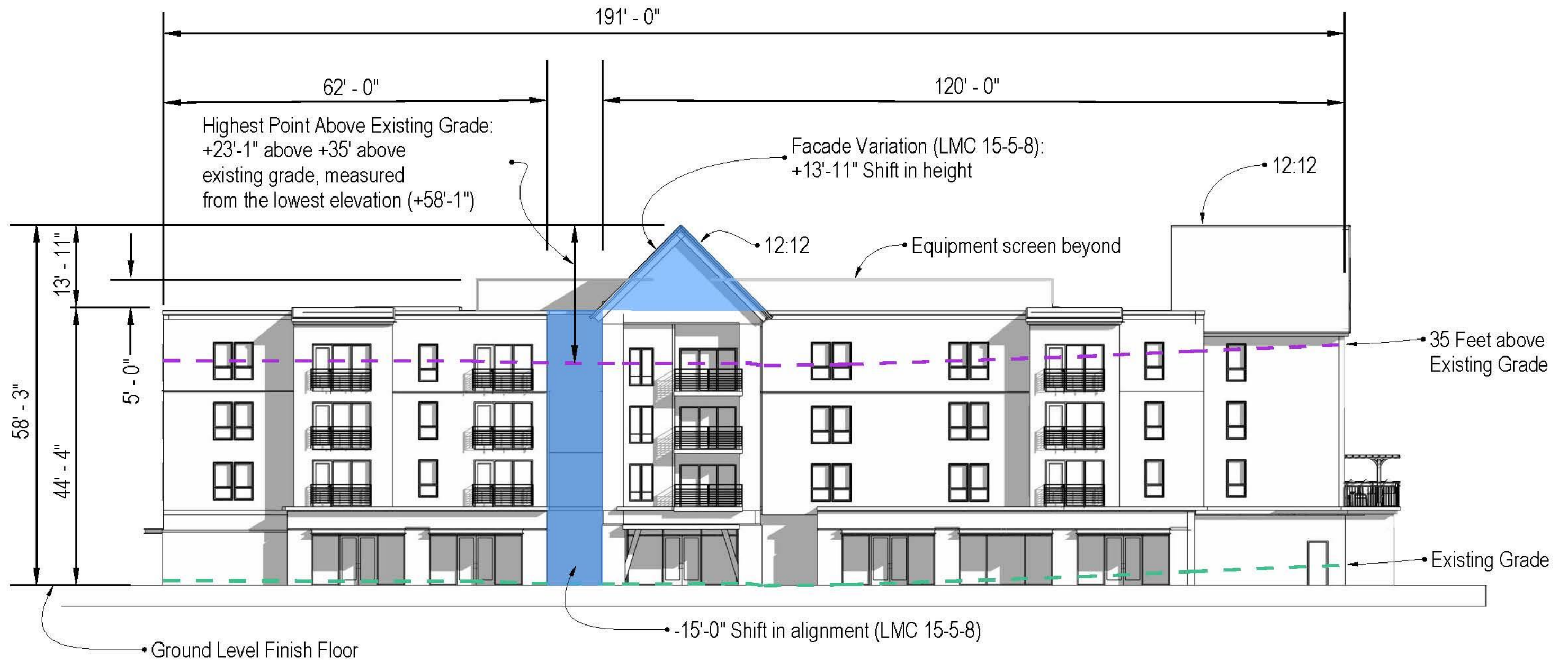
Bonanza 5-Acre Site Redevelopment
 Building 1
 4:12 Roof Pitch Option - West Elevation



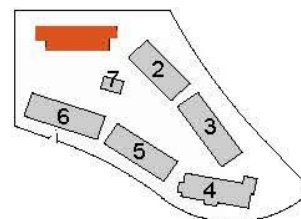


Bonanza 5-Acre Site Redevelopment
Building 1
7:12 Roof Pitch Option - West Elevation



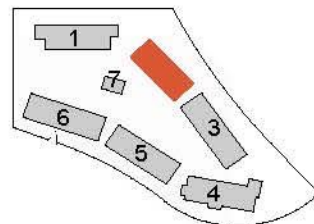


Bonanza 5-Acre Site Redevelopment
Building 1
12:12 Roof Pitch Option - West Elevation



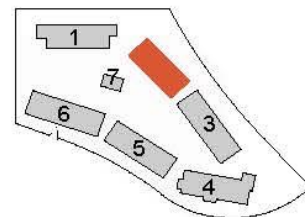


Bonanza 5-Acre Site Redevelopment
 Building 2
 4:12 Roof Pitch - View from Kearns Blvd.



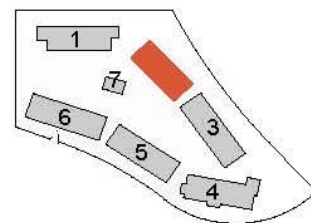


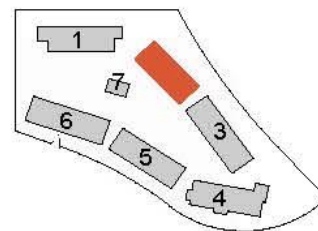
Bonanza 5-Acre Site Redevelopment
Building 2
7:12 Roof Pitch - View from Kearns Blvd.





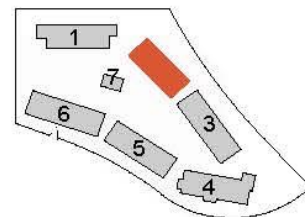
Bonanza 5-Acre Site Redevelopment
 Building 2
 12:12 Roof Pitch - View from Kearns Blvd.





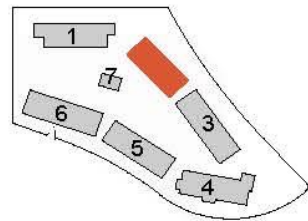


Bonanza 5-Acre Site Redevelopment
Building 2
7:12 Roof Pitch - View from Kearns Blvd.



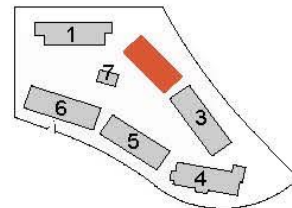


Bonanza 5-Acre Site Redevelopment
Building 2
12:12 Roof Pitch - View from Kearns Blvd.



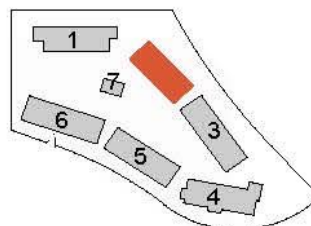


Bonanza 5-Acre Site Redevelopment
Building 2
4:12 Roof Pitch - View from Open Space



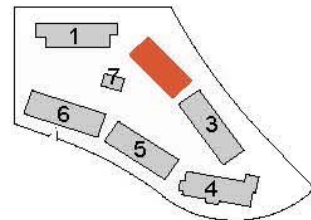


Bonanza 5-Acre Site Redevelopment
 Building 2
 7:12 Roof Pitch - View from Open Space



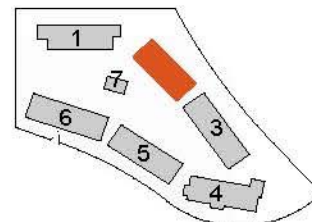


Bonanza 5-Acre Site Redevelopment
 Building 2
 12:12 Roof Pitch - View from Open Space





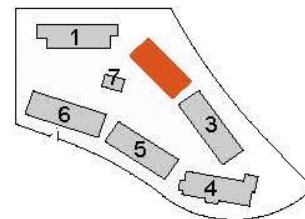
Bonanza 5-Acre Site Redevelopment
Building 2
4:12 Roof Pitch Option - Kearns Blvd. Elevation



methodstudio
architecture | interiors | planning
Page 104 of 268

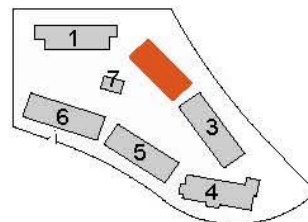


Bonanza 5-Acre Site Redevelopment
Building 2
7:12 Roof Pitch Option - Kearns Blvd. Elevation





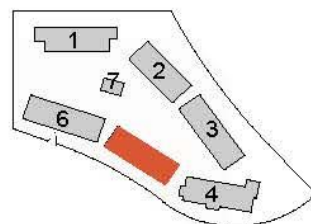
Bonanza 5-Acre Site Redevelopment
Building 2
12:12 Roof Pitch Option - Kearns Blvd. Elevation



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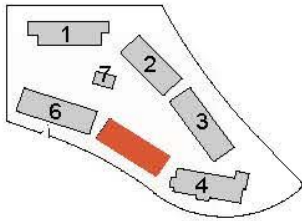


Bonanza 5-Acre Site Redevelopment
Building 5
4:12 Roof Pitch - View from Bonanza Dr.



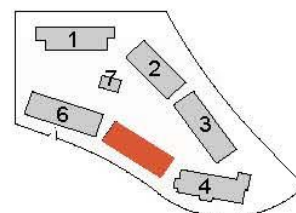


Bonanza 5-Acre Site Redevelopment
 Building 5
 7:12 Roof Pitch - View from Bonanza Dr.



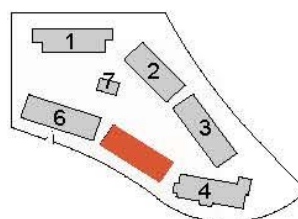


Bonanza 5-Acre Site Redevelopment
 Building 5
 4:12 Roof Pitch - View from Bonanza Dr.



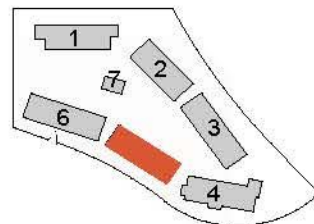


Bonanza 5-Acre Site Redevelopment
 Building 5
 7:12 Roof Pitch - View from Bonanza Dr.



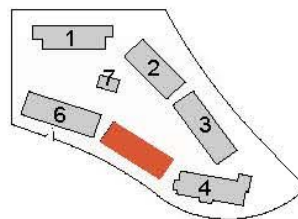


Bonanza 5-Acre Site Redevelopment
 Building 5
 12:12 Roof Pitch - View from Bonanza Dr.



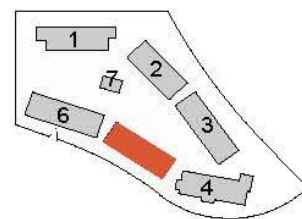


Bonanza 5-Acre Site Redevelopment
 Building 5
 12:12 Roof Pitch - View from Bonanza Dr.



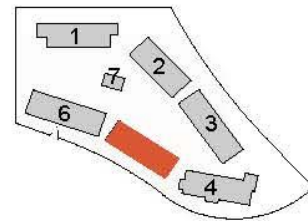


Bonanza 5-Acre Site Redevelopment
Building 5
4:12 Roof Pitch - View from Bonanza Dr.



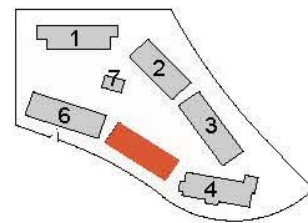


Bonanza 5-Acre Site Redevelopment
Building 5
7:12 Roof Pitch - View from Bonanza Dr.



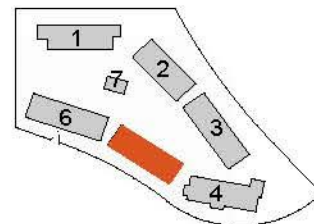


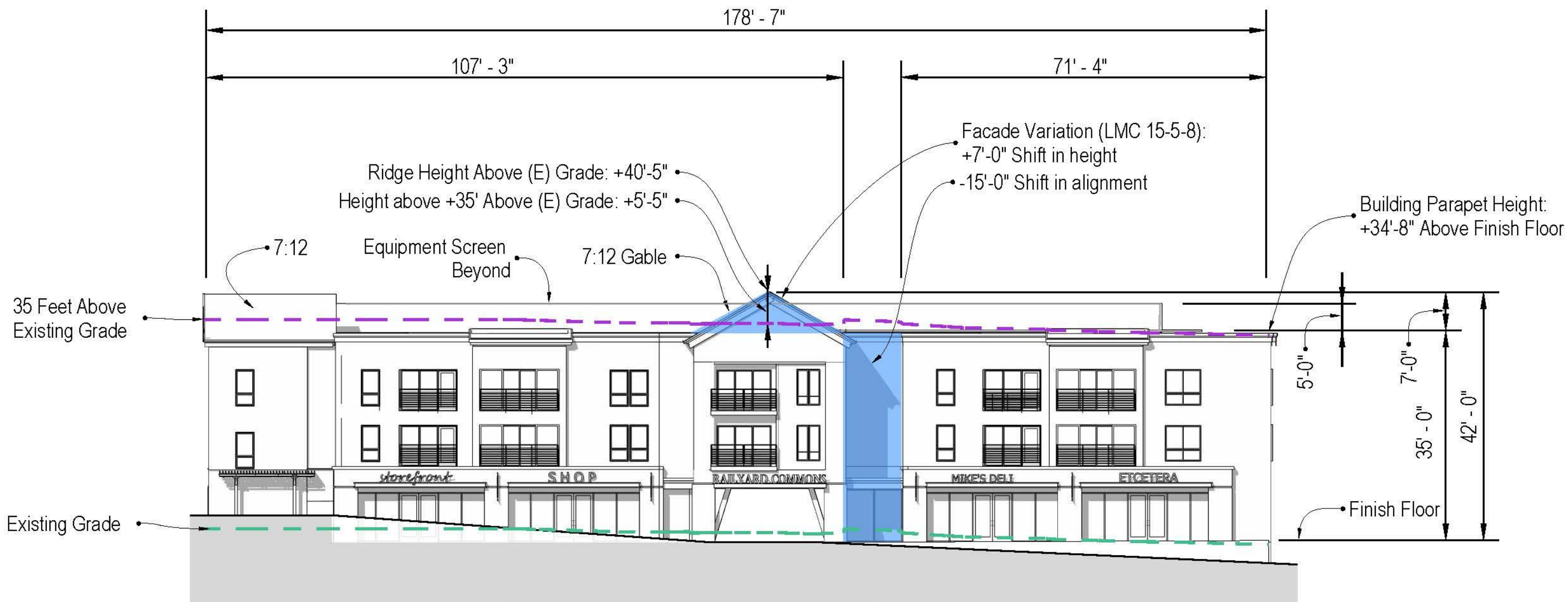
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Building 5
12:12 Roof Pitch - View from Bonanza Dr.



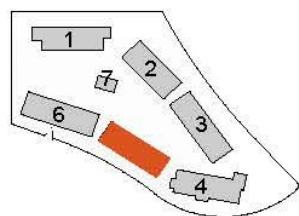


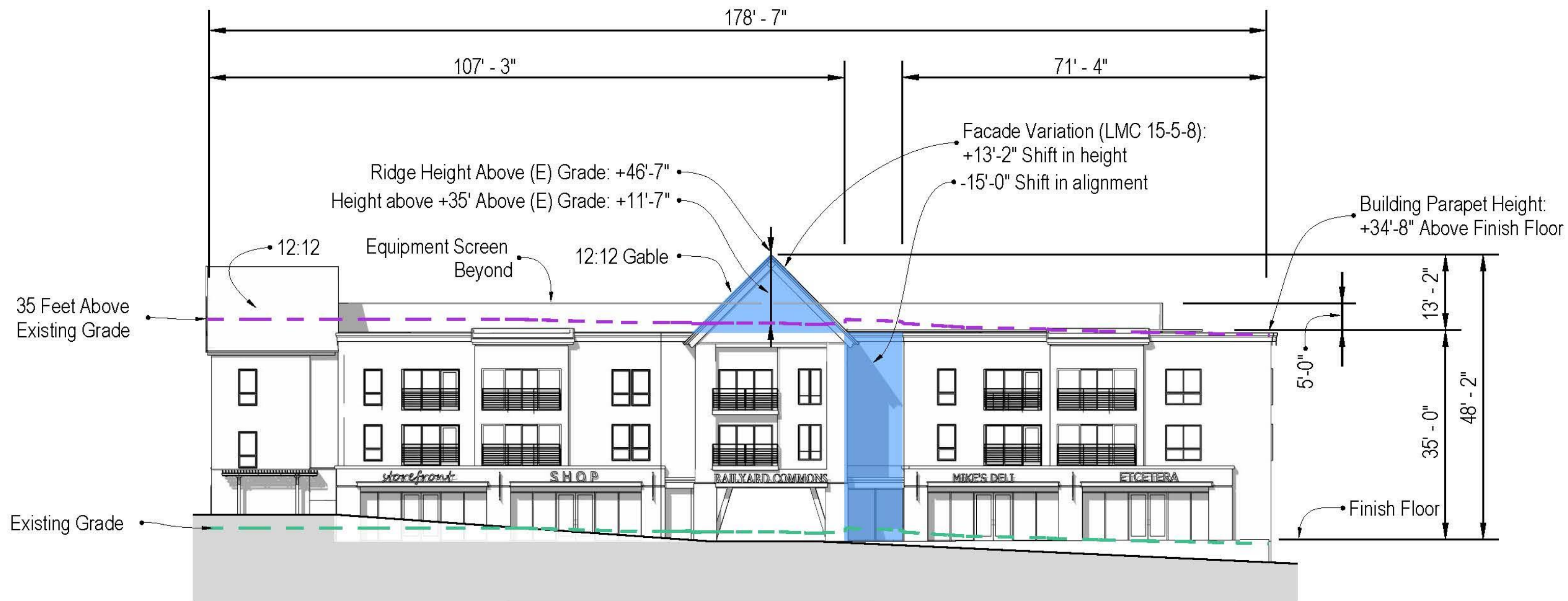
Bonanza 5-Acre Site Redevelopment
 Building 5
 4:12 Roof Pitch - Elevation along Bonanza Dr.



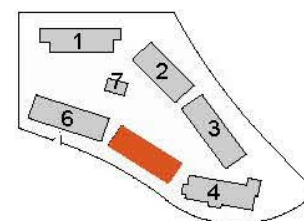


Bonanza 5-Acre Site Redevelopment
Building 5
4:12 Roof Pitch - Elevation along Bonanza Dr.





Bonanza 5-Acre Site Redevelopment
 Building 5
 12:12 Roof Pitch - Elevation along Bonanza Dr.



An aerial photograph of a mountain town covered in snow. The town features numerous buildings with snow-laden roofs, interspersed with evergreen trees. In the background, a large, rugged mountain peak rises above the town, its slopes also covered in snow. The overall scene is serene and wintry.

268 Main Street

Plat Amendment

268 Main Street

- Significant Historic Site
- HCB Zoning District
- The Applicant proposes to remove interior Lot Lines which run through the Structure to create one 8,104-square-foot Lot for the Significant Historic Site



268 Main Street

- The existing Structure is built over five Lots of the Park City Survey with five separate parcel numbers
- Existing encroachment agreement will not be impacted
- COA #4 requires an encroachment agreement for existing porch



Analysis

- Complies with:
 - LMC Chapter 15-2.6
 - LMC Section 15-7.1-6



Image from the Historic Site Form

Good Cause

- Creates one Lot which reflects current ownership and existing conditions for a designated Significant Historic Site.
- Allows future improvements to the Significant Historic Structure with consideration of future pedestrian improvements along Swede Alley and requires that encroachments within the Main Street Right-of-Way be addressed through an agreement with the City Engineering Department.

Conditions of Approval

3. If future improvements are proposed to the property along Swede Alley, a Historic District Design Review (HDDR) application is required. At that time, if elements of the building along Swede Alley are determined to be non-Historic, then the Applicant must remove non-Historic encroachments and dedicate a pedestrian easement along Swede Alley prior to HDDR approval, subject to final City Engineer approval.
4. The Applicant shall obtain an Encroachment Agreement with the City Engineering Department for a **pedestrian easement** and that portion of the porch which encroaches into the Main Street Right-of-Way prior to plat recordation

Recommendation

- (I) Review the proposed Plat Amendment
- (II) conduct a public hearing, and
- (III) consider approving the proposal based on the Findings of Fact, Conclusions of Law, and Conditions of Approval outlined in the amended draft Final Action Letter

The Planning Commission may:

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

An aerial photograph of a mountain town covered in snow. The town is densely packed with buildings, mostly with dark roofs, and is surrounded by snow-covered slopes and mountains in the background. The sky is a pale blue-grey.

555 King Road

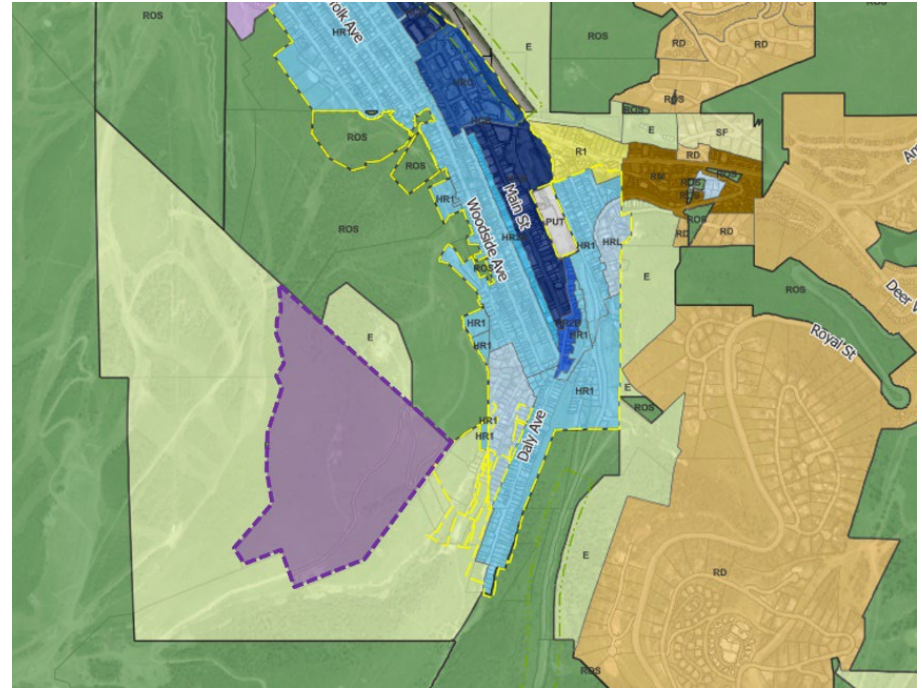
Conditional Use Permit

Planning Commission
PL-26-06995 | September 9, 2026



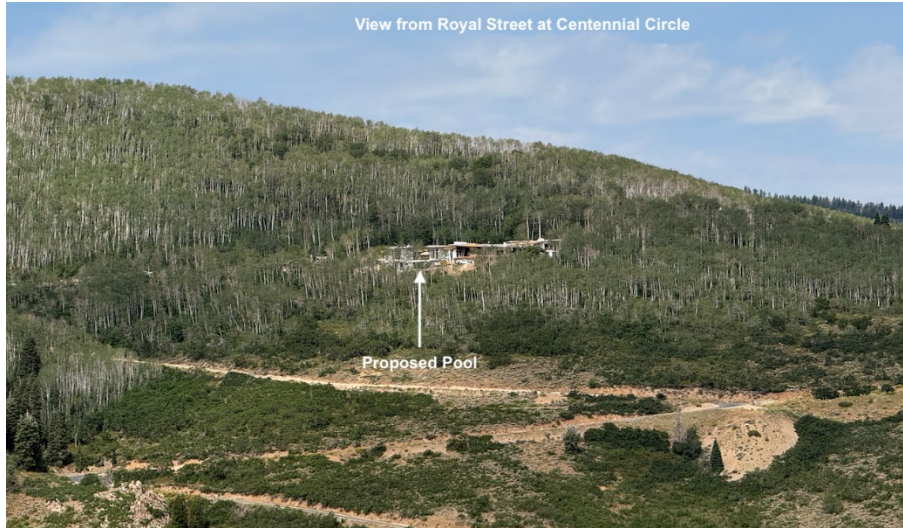
555 King Road

- Estate Zoning District
- Sensitive Land Overlay
- Existing Guest House
- SFD and Accessory Structure under construction
- Applicant Proposes 639-sf pool



Sensitive Land Overlay

- Proposal as conditioned, complies with past approvals



CUP Criteria

- Development Review Committee reviewed and confirmed compliance
- Complies, as conditioned with CUP criteria
- Complies with parking



Conditions of Approval

3. The Applicant shall adhere to Municipal Code of Park City Chapter 6-3, Noise.
4. The Applicant shall coordinate pool drainage with the Snyderville Basin Water Reclamation District at the building permit phase.
5. The pool cannot be rented separately from the property's primary Use as a SFD.
6. Nightly rental of the Guest House or SFD is prohibited.
7. The final landscape plan shall comply with the MCPC Chapter 11-21 *Wildland-Urban Interface Code* and LMC § 15-5-5(N) *Water Wise Landscaping* prior to building permit submittal for the pool.

Recommendation

- (I) Review the proposed CUP at 555 King Road
- (II) conduct a public hearing, and
- (III) consider approving the proposal based on the Findings of Fact, Conclusions of Law, and Conditions of Approval outlined in the draft Final Action Letter

The Planning Commission may:

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

Planning Commission Staff Report



Subject: Landscaping and Open Space
Application: PL-26-06865
Authors: Lillian Zollinger, Senior Planner
Meredith Covey, Planner II
Virgil Lund, Planner III
Date: September 30, 2026
Type of Item: Land Management Code Amendments

Recommendation

Review and provide feedback on potential Land Management Code amendments to:

- I. Integrate Wildland Urban Interface and Water Wise Landscaping regulations.
- II. Update cladding regulations to allow fire-resistant materials.
- III. Amend Significant Vegetation requirements to align with recent changes to state code.
- IV. Review Open Space requirements and definitions.

Description

Applicant: Planning Department

Location: Citywide

Zoning District: All

Sections Amended: **Zoning District Regulations**
Historic Residential Low – Density
15-2.1-9 *Vegetation Protection*

Historic Residential – 1
15-2.2-10 *Vegetation Protection*

Historic Residential – 2
15-2.3-14 *Vegetation Protection*

Historic Residential Medium
15-2.4-13 *Vegetation Protection*

Historic Recreation Commercial
15-2.5-13 *Vegetation Protection*

Historic Commercial Business
15-2.6-14 *Vegetation Protection*

Recreation and Open Space
15-2.7-6 *Vegetation Protection*

Protected Open Space
15-2.8-6 *Vegetation Protection*

Rural Estate
15-2.9-10 *Vegetation Protection*

Estate
15-2.10-10 *Vegetation Protection*

Single Family
15-2.11-10 *Vegetation Protection*

Residential – 1
15-2.12-10 *Vegetation Protection*

Residential Development
15-2.13-10 *Vegetation Protection*

Residential Development – Medium
15-2.14-10 *Vegetation Protection*

Residential – Medium Density
15-2.15-9 *Vegetation Protection*

Recreation Commercial
15-2.16-13 *Vegetation Protection*

Regional Commercial
15-2.17-9 *Vegetation Protection*

General Commercial
5-2.18-11 *Vegetation Protection*

Light Industrial
15-2.19-13 *Vegetation Protection*

Public Use Transition
15-2.22-10 *Vegetation Protection*

Community Transition
15-2.23-13 *Vegetation Protection*

Conditional Use Review

15-1-10(E)

Master Planned Developments

15-6-5

Affordable Master Planned Developments

15-6.1-10

Architectural Review Regulations

15-5-5(N) *Landscaping*

Definitions

15-15-1 *Definitions*

15-15-2 *List of Defined Terms*

Reason for Review: The Planning Commission reviews Land Management Code Amendments, conducts a public hearing, and forwards a recommendation for City Council's consideration.¹

LMC	Land Management Code
MCPC	Municipal Code of Park City
WUI	Wildland Urban Interface

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

Background

Wildland Urban Interface, Water Wise Landscaping, and Fire Resilient Materials

The [General Plan](#) Sustainability **Strategy 2A** recommends:

- Collaborating interdepartmentally to implement actions, protocols, and policies and regularly update wildfire hazard plans and risk assessment.
 - **Action:** Integrate wildfire mitigation techniques like Defense Zones into the City's landscaping standards.
 - **Action:** Update building design and material standards to increase wildfire resiliency.

On February 26, 2026, with the recommendation of the Planning Commission, the City Council supported prioritization of Land Management Code (LMC) updates to integrate the Wildland Urban Interface (WUI) and Water Wise Landscaping requirements and to update exterior materials allowed for structures to increase wildfire resiliency ([Work Session Staff Report](#); [Minutes](#), p. 4).

Since that time, the Planning team researched other community codes (Aspen, Breckenridge, Boise, Denver, Eugene, and Truckee), gathered background from the US

¹ LMC [§ 15-1-7\(C\)](#)

Fire Administration, Utah Code, and current WUI requirements, and coordinated with the Forestry Manager and Committee and Building, Engineering, and Water Departments to develop the following recommendations.

On July 8, 2026, this item was scheduled for a Planning Commission work session but was continued to a later date, due to a late meeting ([Agenda Item 6.A](#); [Minutes](#), p. 54).

In the City, there are many structures adjacent to natural or wildland vegetation areas, creating wildfire risk. This area is called the Wildland Urban Interface or WUI.² In 2006, the State adopted the 2006 Utah Wildland-Urban Interface Code that outlines minimum regulations to reduce the risk to lives and property due to wildland fires. To address the wildfire concern in our community, on July 9, 2020, the City Council approved Ordinance [No. 2020-35](#), adopting the Utah Wildland-Urban Interface code.

During the creation of the 2025 General Plan, the community identified the protection of natural open spaces as a high priority for the next five years, including wildfire mitigation as a critical concern. Additionally, State code regulations regarding WUI were adopted this year that will go into effect next year.

To adopt better Firewise practices throughout the City and to align with State code updates, Staff recommends the following LMC items be updated:

- (I) Integrate Wildland Urban Interface and Water Wise Landscaping regulations.
- (II) Update cladding regulations to allow fire-resistant materials.
- (III) Amend Significant Vegetation requirements to allow for Wildland Urban Interface improvements to Landscaping and to align with recent changes to state code.

Open Space Definitions and Criteria

Additionally, the General Plan Water and Open Space Preservation Strategy 2A action recommends to “[c]ontinue to support policies that protect, rehabilitate, and maintain wetlands, riparian zones, and other natural areas to enhance their ability to filter pollutants, provide habitat for wildlife, and store water.” At the January 28, 2026, Work Session, the Planning Commission requested clearer definitions and purpose behind landscaped and natural open space ([Work Session](#) Item 6.A; [Minutes](#), p. 26).

Challenges - Open Space definitions and requirements in the LMC could be clarified for project reviews.

Opportunities - Update the LMC Open Space definitions and/or redefine the Open Space requirements for CUPs, MPDs, AMPDs, and Subdivisions.

Currently, in the LMC, there is no specificity regarding whether Open Space areas must be open to the public or may be private. Staff researched similar communities regarding

² The [US Fire Administration](#) defines the Wildlife Urban Interface (WUI) as “...the line, area or zone where structures and other human development meet or intermingle with undeveloped wildland or vegetative fuels.”

their Open Space definitions and outlined potential updates in Section IV below.

Analysis

Wildland Urban Interface and Water Wise Landscaping

The City's WUI code regulates Landscaping for areas where development meets wildland vegetation that are high risk for wildfires. LMC [§ 15-15-1](#) currently states “[a]ll Areas within the Sensitive [Land] Overlay Zone are within the Wildfire/Wildlife Interface Zone unless the City Fire Marshal determines otherwise based upon the amount of vegetative cover, including coniferous or deciduous trees, gamble oak or high shrub, and mixed forest, and steepness.”

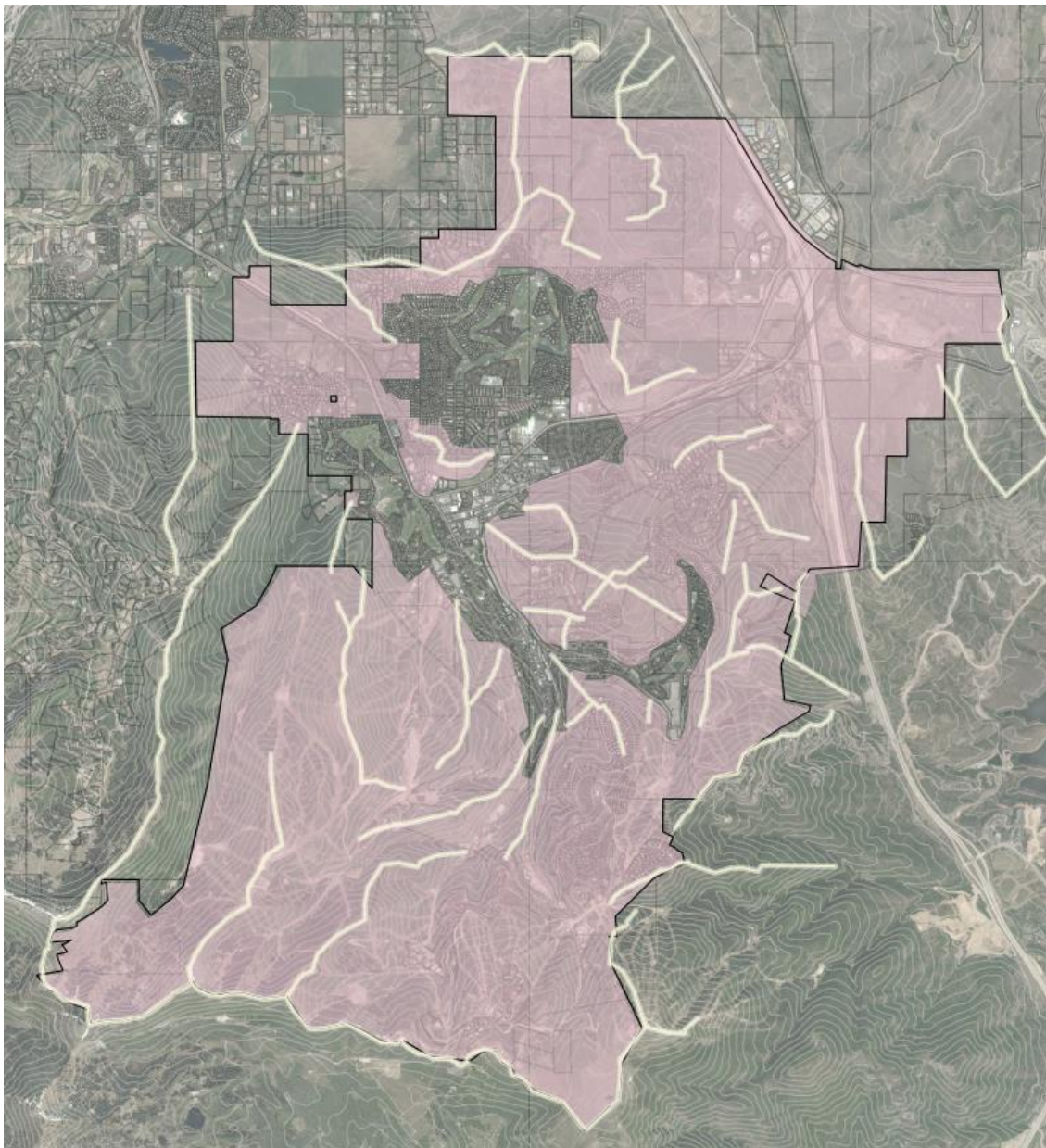


Figure 1: The City boundary is shown in black. Areas in pink are within the Sensitive Land Overlay Wildfire/Wildlife Interface Zone unless otherwise designated by the Fire Marshal.

Municipal Code of Park City (MCMP) [§ 11-21-1](#) states the Fire Marshal has the authority to establish Wildland-Urban Interface (WUI) zones within the City. [H.B. 41](#) enacted by the Utah Legislature on March 25, 2026, adopts the 2024 International WUI Code and shifts WUI mapping authority for high-risk areas from municipalities to the state,³ effective January 1, 2027.

While WUI mapping authority for high-risk areas are designated to the state, MCMP [§ 11-21-1](#) applies citywide for all remodels over \$50,000, new construction, and additions.

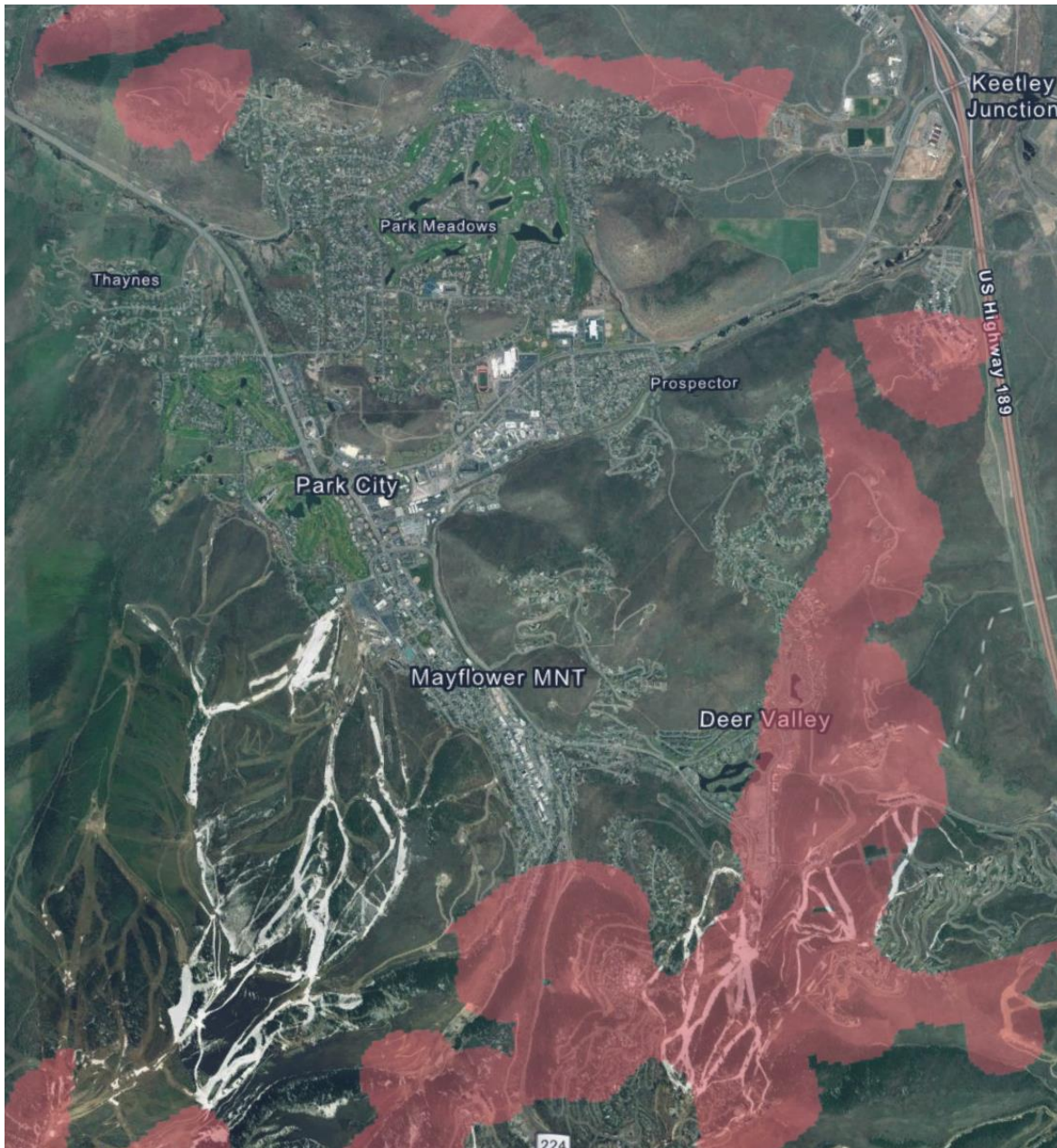


Figure 2: Excerpt from the state's High Risk WUI map; areas in red are within the High Risk WUI Boundary. Map image retrieved August 5, 2026. This map is subject to change.

³ [High Risk Wildland Urban Interface \(WUI\) Properties](#)

There are several areas in the City that are WUI high risk and require compliance with both City and state regulations.

The City's Wildland Urban Interface Code was adopted six years ago to establish best Firewise Landscaping practices in Title 11 *Buildings and Building Regulations*.

In 2020, the City Council approved Ordinance [No. 2020-35](#), adopting the 2006 Utah WUI Code to:

- Promote the health, safety, quality of life, and welfare of residents and visitors.
- Implement wildfire preparation standards and allow property owners to maintain landscaping to such standards.
- Update existing regulations to align with industry Firewise standards.

These amendments also added Firewise designations to the plant list in MCPC [§ 14-1-5 Regulations for Planting Trees and Landscaping in the City's Right-of-Way](#), defined "Defensible Space" and "Firewise Landscapes/Landscaping," and established WUI review for the Sensitive Land Overlay, Annexations, and Master Planned Developments.

Defensible Space is defined in LMC [§ 15-15-1](#) as "[a]n area either natural or man-made, where material capable of allowing a fire to spread unchecked has been treated, cleared, or modified to slow the rate and intensity of an advancing wildfire and to create an area for fire suppression operations to occur." See Municipal Code [Chapter 11-21](#), Utah Wildland-Urban Interface Code for further City requirements.

Firewise Landscaping is defined as "[l]andscaping and related materials designed to align with requirements of Municipal Code Chapter 11-21, Utah Wildland-Urban Interface Code."⁴

WUI requirements are triggered in the City for all new construction and additions, as well as for remodels valued more than \$50,000 citywide. The Building Department provides Applicants with [a worksheet](#) to help navigate the WUI requirements related to home hardening, Defensible Space, and roofing.

The City's Water Wise Landscaping code was adopted three years ago to update Landscaping practices in Title 15 *Land Management Code*.

In 2023, the City amended the LMC Landscaping standards to implement best Water Wise practices (Ordinance [No. 2023-10](#)). These standards are codified in LMC [§ 15-5-5\(N\) Architectural Design Guidelines – Landscaping](#) to encourage use of drought-tolerant plants that require minimal irrigation to reduce water usage and prepare for water shortages.

Currently, LMC [§ 15-5-5\(N\)](#) requires 50% of Landscape plans to comply with Water Wise requirements. LMC [§ 15-15-1](#) defines Water Wise Landscaping as "[a]

⁴ LMC [§ 15-15-1](#)

landscaping method developed especially for arid and semiarid climates utilizing water-conserving techniques such as the use of non-invasive drought-tolerant plants, mulch, and efficient irrigation that reduces the need for supplemental irrigation. Installation of plant materials suited to the microclimate and soil conditions that can remain healthy with minimal drip irrigation once established, be maintained without the use of overhead spray irrigation, use water for outdoor irrigation through proper and efficient irrigation design and water application such as Hydrozoning, use of other landscape design features that minimize the need of the landscape for supplemental water from irrigation, or reduce the landscape area dedicated to Lawn/Turf.”⁵ Water Wise Landscaping regulations apply to all projects Citywide.

One of the challenges for Applicants is that Landscaping regulations are codified in two different Titles: WUI regulations are in MCPC Title 11 *Buildings and Building Regulations*, and Water Wise Landscaping regulations, codified in MCPC Title 15 *Land Management Code*. Integrating WUI requirements into Water Wise Landscaping regulations will simplify and streamline the review process for both Applicants and City staff.

(I) Integrate Wildland Urban Interface and Water Wise Landscaping regulations. There is an opportunity to incorporate WUI regulations into the Land Management Code to:

- (a) Establish Wildland Urban Interface Immediate, Intermediate, and Extended Zones in overall Landscaping requirements,**
- (b) Update Rock Coverage Landscaping requirements to allow certain fire-resistant materials within the Immediate Ignition Zone 0-5 feet from any Structure,**
- (c) Limit landscaping in certain areas to plants that are Firewise, and**
- (d) Distinguish WUI requirements in Historic Districts.**

(a) Establish Wildland Urban Interface Immediate, Intermediate, and Extended Zones in overall Landscaping requirements.

To encourage wildfire resilience throughout the City, the Planning team proposes LMC amendments that update Landscaping requirements to more closely align with WUI requirements. WUI regulations establish three ignition zones, the Immediate, Intermediate, and Extended Zones.

⁵ In 2023, the City council approved the [Landscape Incentive Program](#) (LIP) to allow property owners to receive a water rebate for removing existing lawn/turf and replacing it with Water Wise landscaping. The City Council specifically directed this program to use Firewise plants listed in MCPC [§ 14-1-5](#), which limits the number of plants Applicants can use. The proposed LMC updates, in coordination with the Water Department, would allow applicants to propose a wider array of Water Wise and Firewise plants, allowing for more biodiversity within the City.

Defensible Space around Buildings

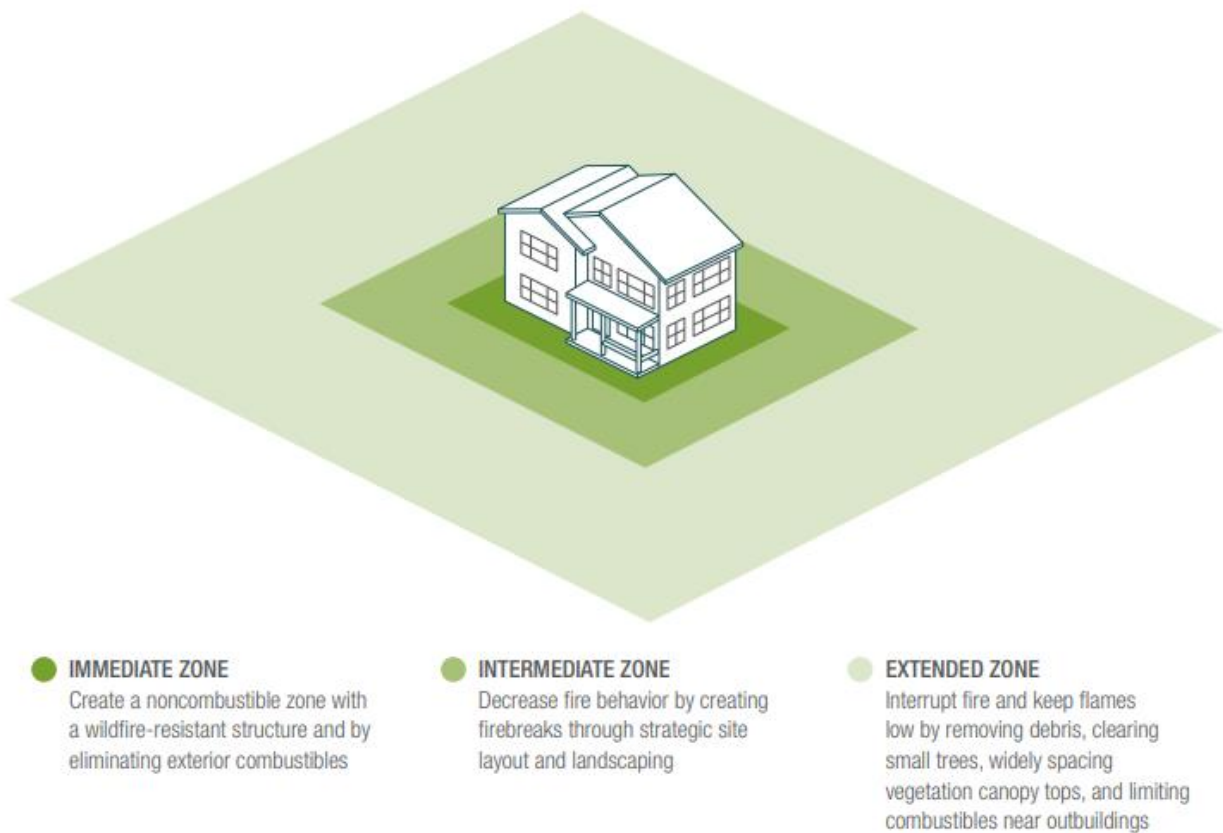


Figure 3: Defensible Space zones, image from the Urban Land Institute.

The LMC currently identifies and defines the Immediate Ignition Zone⁶ as “[t]he area extending from zero (0) to five (5) feet from any Structure, any overhang, or deck attached to a Structure” and the Intermediate Ignition Zone⁷ as “[t]he area extending from the edge of the Immediate Ignition Zone to a distance not to exceed 30 feet.” While the LMC does not define the Extended Zone, the MCPC [§ 11-21-1\(I\)](#) defines the Extended Ignition Zone as “[t]he edge of the Intermediate Ignition Zone to a distance not to exceed 100 feet, which may include an area outside of the established [Limits of Disturbance (LOD).]”

Staff recommends updating Landscape requirements to establish Defensible Space standards based on the Ignition Zones, as outlined in MCPC [Chapter 11-21](#) *Utah Wildland-Urban Interface Code*, and distinguish three Landscaping Zones, wherein:

- The Immediate Ignition Zone is 0 to 5 feet from any Structure.
- The Intermediate Ignition Zone is 5 to 30 feet from any Structure.
- The Extended Ignition Zone is 30 to 100 feet from any Structure.

⁶ LMC [§ 15-15-1](#)

⁷ LMC [§ 15-15-1](#)



Figure 4: Diagram from the National Fire Protection Agency delineating the three Home Ignition zones.

Staff also recommends adding the Extended Ignition Zone to LMC [§ 15-15-1 Definitions](#) to create continuity with WUI requirements:

Wildland Urban Interface Extended Ignition Zone - The edge of the Intermediate Ignition Zone to a distance not to exceed 100 feet.

Address Non-Complying Landscaping.

While updating the landscaping requirements will help with Firewise compatibility moving forward, there will be many properties that will no longer comply with updated landscaping requirements. Landscaping may be maintained if it was planted in compliance with the code in effect at the time of approval (LMC [§ 15-9-3](#)).

To address this, Napa, California⁸ offers a defensible space cost share that can cover half or all costs (up to a certain amount) of converting residential landscaping to Firewise. To incentivize Park City property owners to bring landscaping into compliance with the new WUI regulations, the Planning Commission could consider:

- A program similar to Napa, California's.
- Adopting a code that requires compliance by a date certain. For example,

⁸ [Napa Defensible Space Cost Share](#)

a five-year timeline could be adopted with community outreach and incentives to encourage and implement compliant landscaping.

(b) Update Rock Coverage Landscaping requirements to allow certain fire-resistant materials within the Immediate Ignition Zone 0-5 feet from any Structure.

LMC [§ 15-5-5\(N\)\(4\)\(a\)\(4\)\(D\)](#) currently states that rock coverage cannot be more than 20% of the Landscaped Area⁹ on any Lot. Often, property owners who want to create Defensible Space around their homes propose to do it with gravel or rocks. For smaller lots, the 20% limitation does not allow enough rock coverage to cover the Immediate Ignition Zone (0-5 feet from any Structure).

To better reflect Immediate Ignition Zone requirements, staff recommends allowing Rock Coverage with no limitations (gravel, rocks, or boulders) within the Immediate Ignition Zone (0-5 feet from any Structure) to allow for the least flammable materials to be closest to the home to help provide a fire break. Outside the Immediate Ignition Zone, rock coverage would be limited to a total of 20% coverage on the entire lot to encourage the reduction of Stormwater runoff and the Urban Heat Island effect.

(c) Limit landscaping in certain areas to plants that are Firewise.

LMC [§ 15-5-5\(N\)\(4\)\(g\)](#) currently requires 50% of the total vegetation on a site to be Water Wise. However, the WUI code states only Firewise vegetation is allowed in the WUI Immediate and Intermediate Ignition Zone.¹⁰ Staff recommends incorporating the WUI requirements into the Water Wise Landscaping regulations and only allowing Firewise plants 0-30 feet from any Structure.

Firewise plants would be optional in the Immediate Ignition Zone, if an Applicant would prefer no vegetation in the area closest to the dwelling. To still promote vegetation and plantings, the current 50% plant coverage requirement would be moved to the Intermediate Ignition Zone, but Firewise plants would be required instead of Water Wise. Often, Firewise plants are also Water Wise.

(d) Distinguish WUI requirements in Historic Districts.

Lots in the Historic District are typically smaller than Lots found elsewhere within the City. Old Town Lots 25-feet-wide and 75-feet-long require Side Setbacks of 3 feet, which is smaller than the Immediate Ignition Zone (0-5 feet from any Structure).

If the same proposed WUI landscaping regulations are applied to the Historic District and Historic Sites, very few trees would be allowed, and vegetation would be minimal throughout Old Town.

⁹ LMC [§ 15-15-1](#) defines Landscaped Area as, “[t]he area of a Lot that is not covered by Buildings, Structures, or other Impervious Surfaces.”

¹⁰ MCPC [§ 11-21-1\(H\)](#)

Currently, WUI code states, “[a]ny building, structure, landscape, streetscape or site may be exempted from [the 2006 Utah Wildland-Urban Interface Code] if, a structure is listed on or officially determined eligible for the Register of Historic Places or is located within a Historic District and it is determined by the Planning Director, and approved by the Fire Code Official, that the exemption of said structure/property or resource will not create an additional fire hazard in the immediate vicinity of the structure/property or resource.”¹¹

Staff recommends that the Historic Districts continue to be exempt from the WUI landscaping standards to allow for vegetation coverage in the Immediate Ignition Zone and that WUI landscaping review within Historic Districts remain at the discretion of the Fire Marshal.

(e) Update Water Wise regulations.

In 2023, the Water Wise Landscaping requirements were adopted to require the planting of native and drought-tolerant plants that use less water than other plants, as well as limiting spray irrigation to Lawn/Turf. The current code requires that 50% of the plants on site be Water Wise. For the most part, this requirement works, except when in conflict with WUI requirements. The proposed updates above resolve this.

Additionally, there are opportunities to update the Water Wise Landscaping requirements to clarify water features and gardens.

(1) Evaluate water feature regulations.

Water features are currently allowed in all Zoning Districts and the LMC does not outline criteria for review. This means property owners can add any-sized water feature such as waterfalls, streams, ponds, etc. to their property. However, there are opportunities to establish limitations on water features for properties.

The [General Plan](#) Water Preservation Strategy 1A is to, “[r]educe water demand and protect water supply through collaboration, education, and technology.”

Staff recommends establishing criteria for water features based on Lot size. For example, the surface area could be limited to a total square footage or percentage of Lot size; staff is evaluating potential limitations.

Staff also proposes adding a definition to LMC [§ 15-15-1](#) similar to Aspen’s:¹²

Water Features - A design element in which water serves primarily as an aesthetic or decorative use. Includes, but is not limited to, ponds, lakes, waterfalls, jets, fountains, artificial streams, water stairs, or cascades

¹¹ MCPC [§ 11-21-1](#)

¹² [City of Aspen Water Efficient Landscaping Standards](#)

wherein water is artificially supplied to create or operate the feature.

(2) Update Water Wise landscaping to address garden spaces.

Currently, the Landscaping code requires 50% of plants to be Water Wise; this has presented questions regarding garden spaces and how these fit into the total allowable irrigated area and the types of plants that may be proposed. As a result, staff continues to research potential definitions and exceptions that can be added to the LMC to clarify gardens and to evaluate how these fit within both WUI and Water Wise regulations.

Based on the above, Staff recommends LMC [§ 15-5-5\(N\)](#) be updated to incorporate the WUI Zones:

Immediate Ignition Zone

Staff recommends the following Landscaping be allowed in the Immediate Ignition Zone.

- Defensible Space – recommended directly surrounding structures to create a space for a fire break or fire suppression operations to occur and hopefully limit the spread of fire.
- Firewise plants - to comply with WUI and to reduce wildfire risk. Firewise plants may also be Water Wise. Staff are working on creating an updated recommended plant list for Park City that would include Firewise, Water Wise, native, and phytoremediator¹³ plants.
- Lawn/Turf - kept mown four inches or less can be a Firewise technique.
- Irrigation, where plants are proposed to be.
- Sidewalks and patios - typically adjacent to new Structures and lead to entries into Buildings. Also creates Defensible space.

Staff recommends the following code to address the above:

- a. **Immediate Ignition Zone (0-5 feet from any Structure)**
 - (1) **Defensible Space: gravel, rocks, sand, boulders, pavers, dirt, or other defensible materials reviewed by the Planning and Building Departments.**
 - (2) **Firewise and Water Wise plants, but not trees.**
 - (A) **A list of Firewise plants is available for reference in the Planning and Building Departments. Plants not on the list can be reviewed by the Planning and Building Departments and allowed if determined to meet Firewise criteria outlined in MCPC Chapter 11-21.**
 - (3) **Lawn/Turf.**
 - (4) **Irrigation.**
 - (5) **Sidewalks and patios.**

¹³ Plants that do well in toxic soils.

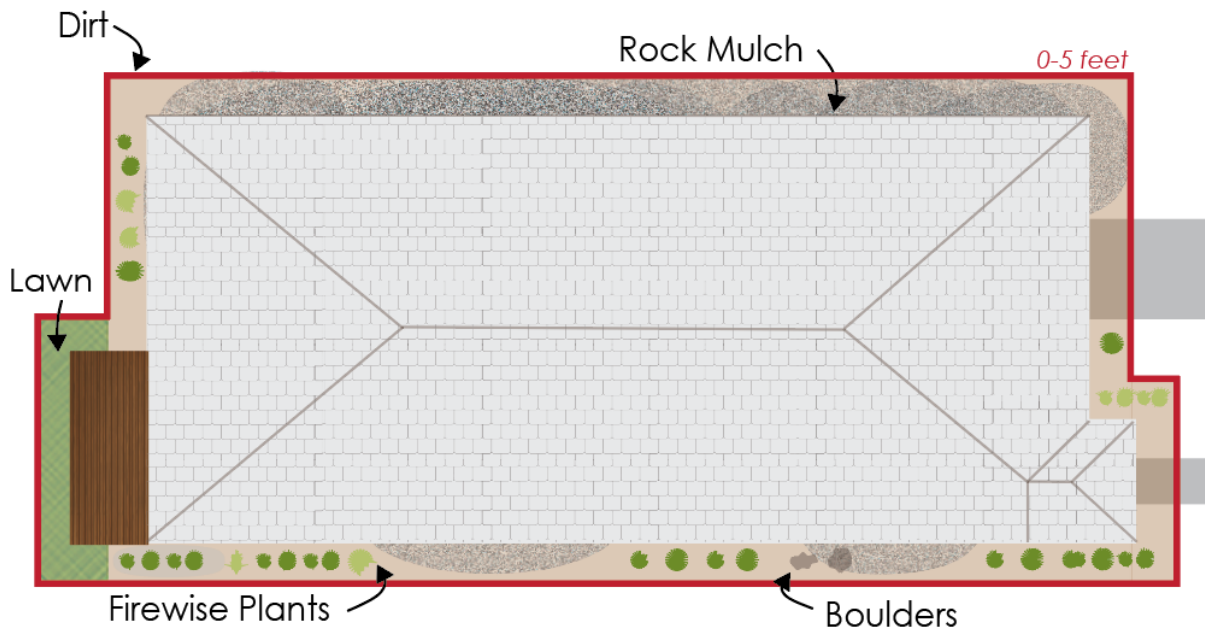


Figure 5: Sample landscaping shown within the Immediate Ignition Zone.

Intermediate Ignition Zone

Staff recommends the following Landscaping be allowed in the Intermediate Ignition Zone:

- Limited rock coverage - for Defensible Space but limited throughout the entire Lot. Significant rock coverage can create stormwater runoff complications and increase the heat island effect.
- Firewise plants - to comply with WUI and to reduce wildfire risk. Staff recommends keeping this information listed in code in each Ignition Zone for continuity and clarification.
- Firewise trees – at least ten feet away from any Structure to comply with WUI requirements.
- Lawn/Turf – limited to no more than 20 percent (the current code requirement) of the Lot to promote minimal irrigation use.¹⁴
- Irrigation, where plants are proposed to be.
- Sidewalks and patios - typically adjacent to new Structures and lead to entries into Buildings. Also creates Defensible Space.

Staff recommends the following code to address the above:

b. Intermediate Ignition Zone (5-30 feet from any Structure)

- (1) Rock coverage up to no more than 20% of the total Landscaped Area on the Lot, including the Immediate and Extended Ignition Zone.
- (2) Firewise and Water Wise plants covering approximately 50% (at plant maturity) of the Landscaped Area in the Immediate Ignition Zone and planted to comply with WUI requirements.
 - (A) A list of Firewise plants is available for reference in the Planning and Building Departments. Plants not on the list can be reviewed by the

¹⁴ LMC [§ 15-5-5\(N\)\(6\)\(b\)](#)

Planning and Building Departments and allowed if determined to meet Firewise criteria outlined in MCPC Chapter 11-21.

- (3) Firewise and Water Wise trees, a minimum of ten feet from any Structure.
- (4) Lawn/Turf.
- (5) Irrigation.
- (6) Sidewalks and patios.

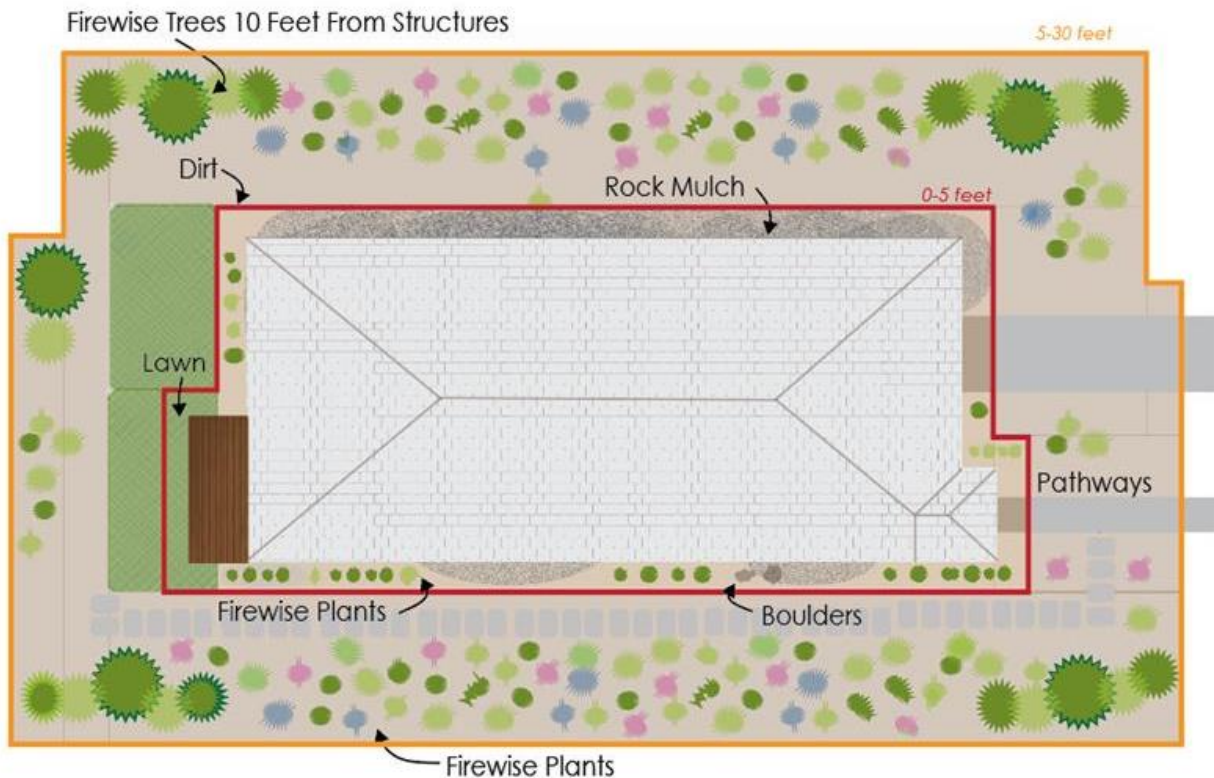


Figure 6: Sample landscaping shown within the Intermediate Ignition Zone.

Extended Ignition Zone

Staff recommends the following Landscaping be allowed in the Extended Ignition Zone:

- Limited rock coverage - for Defensible Space, but limited throughout the entire Lot. Significant rock coverage can create stormwater runoff complications and increase the heat island effect.
- Plants - recommended to be Firewise, Water Wise, or native, but not required to be Firewise if 30 feet away from any Structure.
- Trees – at least ten feet away from any Structure to comply with WUI requirements.
- Lawn/Turf – limited to no more than 20 percent (the current code requirement) of the Lot to promote minimal irrigation use.¹⁵
- Irrigation, where plants are proposed to be.

Staff recommends the following code to address the above:

¹⁵ LMC [§ 15-5-5\(N\)\(6\)\(b\)](#)

c. Extended Ignition Zone (30-100 feet or beyond from any Structure)

- (1) Rock coverage can be no more than 20% of the total Landscaped Area on the Lot, including the Immediate and Intermediate Ignition Zone.
- (2) Plants. Recommended to be Firewise, Water Wise, or native.
- (3) Trees a minimum of ten feet from any Structure. Recommended to be Firewise, Water Wise, or native.
 - (A) As reviewed by the Fire Code Official, defensible space improvements may be required/recommended to remove dead and dying vegetation for compliance with WUI requirements.
- (4) Lawn/Turf.
- (5) Irrigation within five feet of new plantings. Irrigation is not allowed for natural or undeveloped vegetative areas.

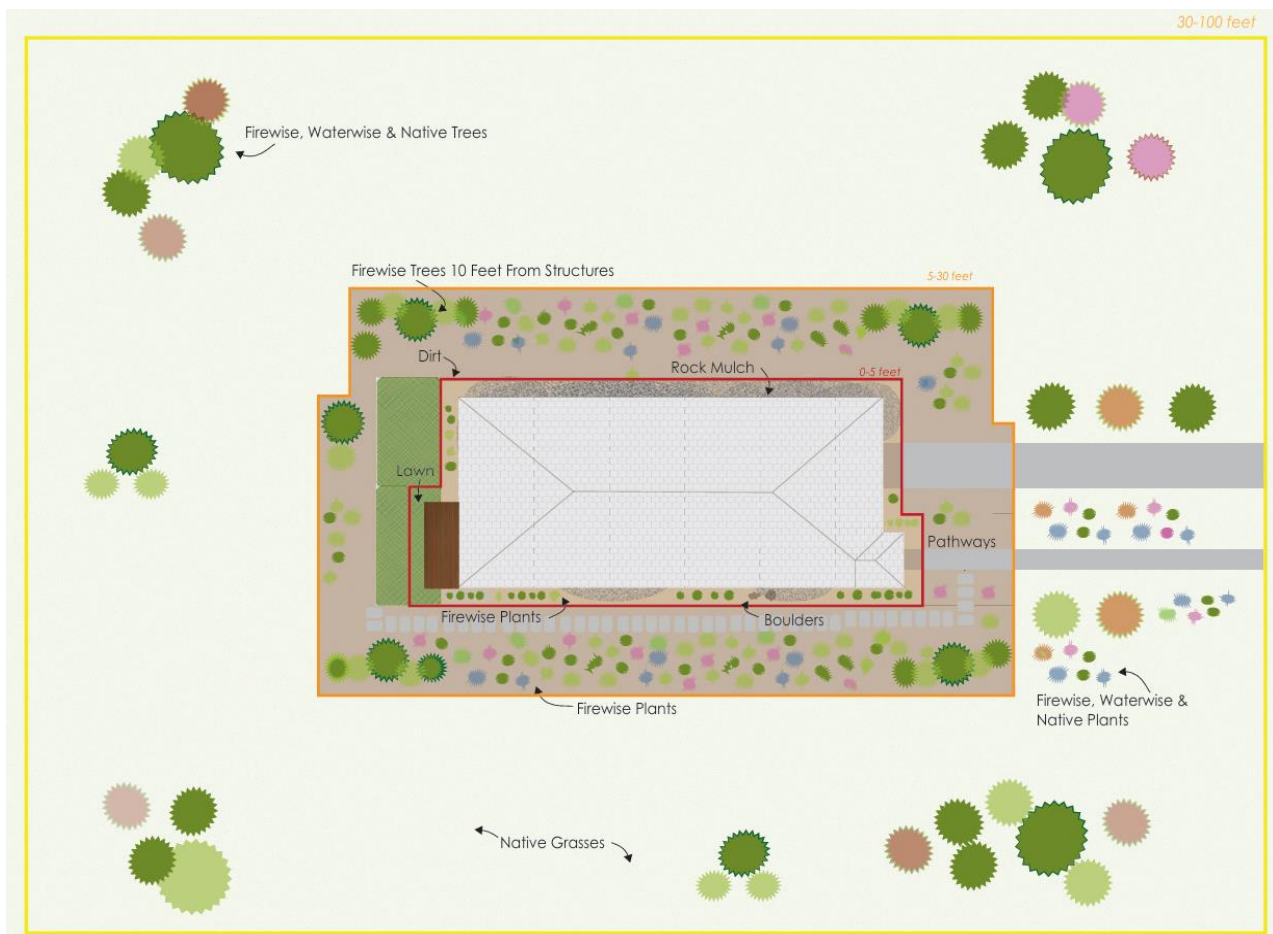


Figure 7: Sample landscaping shown within the Extended Ignition Zone.

Staff recommends adding flexibility to the landscaping code as best practices are updated or State code requirements for WUI are adopted, and including the following language:

Any items not listed above in a specific area can be reviewed by the Planning and Building Department for compliance with Zoning Regulations and WUI.

(II) Update cladding regulations to allow fire-resistant materials.

The [General Plan](#) Sustainability **Strategy 2B** recommends:

- Developing programmatic approaches to assess wildfire risk on a more individualized basis and thoughtfully target spot mitigation improvements.
 - **Action:** Establish a Fire Property Assessment Program to allow property owners to understand their individualized risks and receive unique mitigation plan guidance. Utilize the most up to date resources from local, state, and federal sources.
 - **Action:** Provide resources to encourage creating defensible space for wildfire protection. Example from Summit County, Colorado.
 - **Action:** Offer a grant program to incentivize public-private partnerships in developing wildfire-resilient projects and improvements such as fire detection equipment, fuel reduction activities, and emergency signage additions.

However, pursuant to [Utah Code § 10-20-618](#), no affirmative requirements may be imposed on “building design elements” for new Single-Family or Duplex Dwellings outside of the Historic Districts. While there are limited updates to the LMC that staff recommends, there are also opportunities to incentivize homeowners with properties or projects that do not require WUI compliance to update landscaping to improve fire resiliency throughout the City through education, resources, and grants.

The recommendations below are specific to properties outside of the Historic Districts. Special considerations for materials within Historic Districts are outlined in LMC [Chapter 15-13 Regulations for Historic Districts and Historic Sites](#) and are not proposed to be amended. The Historic District regulations were recently amended to allow more flexibility for materials on non-historic homes and additions to historic structures within Historic Districts with special consideration of fire-resistant criteria.

(a) Siding materials.

Currently, the Architectural Design Guidelines in LMC [§ 15-5-5](#) prohibit certain siding but provide no guidance regarding materials best suited for Park City.

LMC [§ 15-5-5\(B\)](#) prohibits thick shake shingles, ceramic tiles, slump bloc, weeping mortar, plastic or vinyl siding, used brick, synthetic stone products such as simulated stone or brick, cultured stone or brick, pre-cast stone or concrete imbedded with stone fragments, lava rock, clinkers, asphalt siding, plywood siding, aluminum siding, and vinyl or other similar material derived from petroleum. Vinyl, metal, plywood, and synthetic stone are prohibited unless granted an exception by the Planning Director. These materials have not been updated for decades and there have been many advances in new types of siding that meet enhanced sustainability, durability, and fire-resistance criteria.

The Advancing Standards Transforming Markets (ASTM) Standard Test Method for Surface Burning Characteristics of Building materials outlines the requirements to

determine fire resistance.¹⁶ For materials to pass the test, they must withstand a 10-minute flame exposure. Class A or Class I products have the highest fire resistance.

The California Department of Forestry and Fire Protection published a State Fire Marshal listed WUI Products handbook¹⁷ that outlines products that meet their requirements for fire-resistance and WUI compatibility.

There is an opportunity to amend the LMC to allow flexibility for new materials that meet enhanced standards and staff recommends:

- Allowing fire-resistant (Class A) metal as a siding material.
- Allowing fire-resistant siding materials for Commercial development.
- Creating a resource outlining fire-resistant siding materials best suited for our climate for Residential development.

Staff continues to compile a list of recommended siding materials for review and consideration.

(b) Roofing.

LMC [§ 15-5-5\(E\)](#) currently prohibits untreated aluminum or metal (except copper) roofs, reflective materials, brightly colored roofing, wood shingles (with some exceptions), and roof ornamentation.

The WUI regulations in MCPC [§ 11-21-1](#) require a Class A roof or assembly. Class A roofs¹⁸ provides the greatest protection from fire and are typically made of clay tiles, slate, asphalt glass fiber composition shingles, or concrete tiles. Aluminum, steel, recycled plastic, or rubber roofs can also meet the Class A requirements “by assembly” with other materials between the roof and sheathing.

Staff recommends:

- Removing exceptions for wood roofs.
- Adopting fire-resistant roofing materials regulations for Commercial development.
- Creating a resource of fire-resistant roof materials best suited for our climate for Residential development.

Staff continues to compile a list of recommended roof materials for review and consideration.

(III) Amend Significant Vegetation requirements to allow for Wildland Urban Interface improvements to Landscaping and to align with recent changes to state code.

LMC [§ 15-15-1](#) defines Significant Vegetation as “...all large trees six inches (6”) in

¹⁶ [ASTM E84-21a](#)

¹⁷ [State Fire Marshal Listed Wildland Urban Interface \(WUI\) Products Handbook](#)

¹⁸ See [Park City WUI Code Worksheet](#) page 3 for Class A roof requirements

diameter or greater measured four and one-half feet (4.5') above the ground, all groves of small trees, and all clumps of oak or maple covering an Area fifty square feet (50 sq. ft.) or more measured at the drip line.”

Each Zoning District requires preservation of Significant Vegetation for development, but these requirements were not integrated into the Landscaping regulations. In 2023, the City amended the LMC Landscaping standards to include protection of Significant Vegetation (Ordinance [No. 2023-10](#)).

However, earlier this year, the Utah Legislature adopted [H.B. 215](#), which prohibits a municipality from regulating removal of vegetation in a designated WUI area or prohibiting required removal for WUI compliance.

Based on the state’s requirements, staff recommends LMC [§ 15-5-5\(N\)\(4\)\(i\)](#) be updated to:

- Identify Significant Vegetation on Landscape plans.
- Establish a process for Applicants to submit an arborist report to evaluate the condition of Significant Vegetation.
- Allow for removal of Significant Vegetation in properties designated by the state as high-risk WUI areas, or as required by the City for compliance with WUI standards.

Additionally, this means that all Zoning District *Vegetation Protection* Sections must be updated to allow for removal of Significant Vegetation in WUI areas.

Staff recommends the language be updated for all Zoning Districts as follows:

The Property Owner must protect Significant Vegetation **that is compliant with Wildland Urban Interface requirements outlined in Municipal Code of Park City Chapter 11-21 or as required by Utah Code** during any Development activity. Significant Vegetation includes large trees six inches (6”) in diameter or greater measured four and one-half feet (4½’) above the ground, groves of small trees, or clumps of oak and maple covering an Area fifty square feet (50 sq. ft.) or more measured at the drip line.

Development plans must show all Significant Vegetation within twenty feet (20') of a proposed Development. The Property Owner must demonstrate the health and viability of all large trees through a certified arborist. The Planning Director shall determine the Limits of Disturbance and may require mitigation for loss of Significant Vegetation consistent with Landscape Criteria in Sections 15-3-3 and 15-5-5(N), and Title 14.

(IV) Clarify the definition of Open Space to support Planning Commission application review.

Open Space was first defined in the 1976 LMC as:

“OPEN SPACE, USABLE. Usable open space shall be any portion of a lot or

- structure, regardless of ownership, which meets all of the following criteria:
- (a) The space shall open to the sky and shall be readily visible from public or common areas.
 - (b) The space shall be readily accessible by foot from public or common areas.
 - (c) If the space is provided on a structure above grade, it shall have such protective devices as to assure reasonable safe usage.
 - (d) Unless otherwise permitted, the space shall not include any required back, front or side yard parking area, or driveway space.”

The 1984 LMC removed the Open Space definition, but Ordinance [No. 84-5](#) amended the LMC to¹⁹ “Open Space Requirements for Master Planned Developments (MPDs).” In 1984, at least 60% of the area of any site proposed under an MPD must have remained Open Space, excluding roads.

The 1990 LMC redefined Open Space:²⁰

“Open Space. Open space shall be defined as five separate types dependent upon occupancy, use, and control. All five types of open space are referred to collectively as “open space” in this Code. Any of these types of open space could be public or private open space. They shall include:

Natural Open Space. Natural, undisturbed areas with little or no improvements or irrigation. This may include such areas as ridgelines, slopes over 30%, wetlands, stream corridors, trail linkages, or visual linkages. These areas may be subject to an open space easement to ensure that they remain undisturbed and to provide public access as deemed appropriate by the Planning Commission;

Neighborhood Open Space. Landscaped areas free of buildings, structures, and other substantial improvements, and includes without limitation (a) outdoor swimming pools, swimming pool areas, hard surfaced recreational areas, and other recreational areas that are unenclosed, and fences, canopies, bath houses, and accessory structure for recreation use, whether enclosed or unenclosed; (b) driveways that cross the required yard at approximately right angles and serve fewer than three parking spaces; (c) the ground surface above underground facilities provided it otherwise qualifies as usable open space under the provision of this section; (d) pedestrian ways to plazas within a building that are directly oriented to the major pedestrian entrance to the building and are open to view and use by the public; and (e) decks, porches, patios, terraces and steps under 30 inches high provided they are not covered by a portion of a building; or

Recreational Open Space. Parks and areas of active recreation use including neighborhood or community centers or clubhouses intended for use by residents of the development, neighborhood or community.”

¹⁹ Prior versions of the LMC included 60% Open Space requirements for Planned Unit Developments (PUD). The 1984 LMC inadvertently omitted the Open Space requirements when PUD requirements were updated to become MPDs.

²⁰ Ordinance [No. 90-31](#)

The 2002 LMC again redefined Open Space:²¹

“Open Space.

- (A) **Open Space, Landscaped.** Landscaped Areas, which may include local government facilities, necessary public improvements, and playground equipment, but excluding Buildings or Structures.
- (B) **Open Space, Natural.** A natural, undisturbed Area with little or no improvements. Open space may include, but is not limited to, such Areas as Ridge Line Area, Slopes over thirty percent (30%) wetlands, Stream Corridors, trail linkages, Subdivision or Condominium Common Area, or view corridors.
- (C) **Open Space, Transferred Development Right (TDR).** That portion of a Master Planned Development, PUD, Cluster Plan or other Development plan from which Density is permanently transferred. This Area may be either Natural or Landscaped Open Space.”

The 2006 LMC updated the Landscaped Open Space definition to:²²

Open Space, Landscaped. Landscaped Areas, which may include local government facilities, necessary public improvements, and playground equipment, recreation amenities, public landscaped and hard-scaped plazas, and public pedestrian amenities, but excluding Buildings or Structures.

The LMC currently defines Open Space the same as updated in 2006:²³

OPEN SPACE.

- 1. **Open Space, Landscaped.** Landscaped Areas, which may include local government facilities, necessary public improvements, and playground equipment, recreation amenities, public landscaped and hard-scaped plazas, and public pedestrian amenities, but excluding Buildings or Structures.
- 2. **Open Space, Natural.** A natural, undisturbed Area with little or no improvements. Open space may include, but is not limited to, such Areas as Ridge Line Area, Slopes over thirty percent (30%), wetlands, Stream Corridors, trail linkages, Subdivision or Condominium Common Area, or view corridors.
- 3. **Open Space, Transferred Development Right (TDR).** That portion of a Master Planned Development, PUD, Cluster Plan or other Development plan from which Density is permanently Transferred. This Area may be either Natural or Landscaped Open Space.

The Recreation and Open Space (ROS), Protected Open Space (POS), Rural Estate (E-40), Estate (E), Residential Development (RD), Residential Development Medium (RDM), Recreation Commercial (RC), Community Transition (CT), and Urban Park Zoning Districts and the Sensitive Land Overlay (SLO) and Transfer of Development Rights (TDR) Overlay all include at least one purpose statement regarding Open Space preservation or use.²⁴

²¹ See Ordinance [No. 02-07](#)

²² See Ordinance [No. 06-86](#)

²³ LMC [§ 15-15-1](#)

²⁴ LMC [§ 15-2.7-1](#), [§ 15-2.8-1](#), [§ 15-2.9-1](#), [§ 15-2.10-1](#), [§ 15-2.13-1](#), [§ 15-2.14-1](#), [§ 15-2.16-1](#), [§ 15-2.21-](#)

Staff researched other communities to evaluate Open Space regulations. Eugene, Oregon²⁵ currently regulates Open Space in Planned Unit Developments on two acres or more based on the Lot sizes proposed for the development, requiring a minimum of 14,500 square feet of **common Open Space**. Their code defines Common Open Space as, “[a]n area for the use or enjoyment of all residents of a development site, excluding parking areas, streets, and other areas designed for motor vehicle circulation or storage. Common open space may include areas that provide for the preservation or enhancement of natural resource habitats.”

Breckenridge, CO²⁶ defines Open Space as,
“land that is acquired for **conservation of natural resources and habitats, and protection from development**. The use of Open Space includes the conservation of natural resources, wildlife habitat and movement corridors, rare, threatened, and endangered species, high quality fauna and flora communities, view corridors and scenic views, unique geologic features, and cultural resources, as well as responsible recreation with a limited footprint.”

Truckee, CA²⁷ defines Open Space as,
“**land that is essentially undeveloped**. Such designation is intended to minimize suburban and rural residential sprawl; to protect significant vistas, wildlife movement corridors, biological resource areas; and to accommodate recreational uses. There are various types of open space, which can be categorized based on their different characteristics and functions, and the types of activities and uses that typically occur in such areas. These types include pristine open space, biological resource areas, managed resource areas, and parks and recreational areas.”

Denver, CO²⁸ defines natural Open Space as:

- “**...either publicly or privately owned**, is park-like space that is visible and accessible to the public. Natural open space has an emphasis on aesthetic and natural resource value and a focus on providing opportunities for connecting to nature.”
- “**...open and accessible to the public**; be available to enjoy without an organized program or event; and have passive recreational amenities appropriate for the space (e.g. trails, paths, bridges, boardwalks, overlooks, educational signage and benches). Natural open spaces could have lighting or other site amenities as appropriate. Natural open spaces should be appropriately landscaped, enhancing the ecosystem and with an emphasis on native plants and trees.”

1, [§ 15-2.23-1](#), [§ 15-2.24-1](#), and [§ 15-2.26-1](#).

²⁵ Eugene, Oregon [Planned Unit Development, Tentative Plan](#)

²⁶ [Breckenridge Open Space Trails Master Plan](#)

²⁷ [Town of Truckee 2025 General Plan Glossary](#)

²⁸ [Denver Parks and Recreation Design Standards Open Space in Large Developments: Urban Parks and Natural Open Spaces](#)

Boise, ID²⁹ delineates:

- “Open space: **any open piece of land that is largely undeveloped, consists primarily of natural or native habitat, provides recreational opportunities, and helps to enhance the beauty and environmental quality of neighborhoods.**
- Open Space Reserve: an area of protected or conserved land that has become City property via purchase, donation, easement, or trade[.]”

These are examples of broad definitions of Open Space not defined by type, but inclusive of all kinds. The LMC’s Natural Open Space definition could be updated to include some of the above language to better differentiate its purpose from the other two Open Space definitions.

The Planning Commission’s review of Conditional Use Permits (CUPs), MPDs, Affordable Master Planned Developments (AMPDs), and Subdivisions all designate different criteria regarding Open Space.

Conditional Use Permits

For CUPs, the Planning Commission considers whether the proposed Conditional Use mitigates impacts of and addresses usable Open Space.³⁰

There are opportunities to update the CUP review to evaluate the type, amount, and required Open Space. The CUP Open Space criteria could be updated to outline what impacts on Open Space should be avoided or allow the Planning Commission to designate the preferred Open Space requirements, like under the MPD review. Staff recommends updating the current Open Space definitions to better clarify the purpose of each kind of Open Space and differentiate between trails, landscaped communal areas, protected vegetation, and whether Open Space is for common or private use.

Master Planned Developments

MPD reviews require a minimum of 60% Open Space for new developments and a minimum 30% Open Space for redevelopment as reviewed and recommended by the Planning Commission.³¹ LMC [§ 15-6-5\(D\)\(3\)](#) establishes Planning Commission discretion to designate preferred type and mix of Open Space for MPDs and the Planning Commission can also grant additional Building Height if the proposal results in more publicly accessible Open Space than required.³²

The MPD requirements establish Planning Commission authority to determine the kind of Open Space used in the project. The Open Space definitions could be updated to better clarify different kinds of Open Space uses, common versus private, recreation vs landscaped, etc.

²⁹ [City of Boise Reserves Management Plan](#)

³⁰ LMC [§ 15-1-10\(E\)\(9\)](#)

³¹ Excluding the General Commercial, Historic Residential Commercial, Historic Commercial Business, and the Historic Residential (HR-1 and HR-2) Zoning Districts.

³² LMC [§ 15-6-5\(F\)](#)

Affordable Master Planned Developments

AMPD review requires a minimum of 20% Open Space (Streets, roads, or Parking Areas cannot be counted towards the percentage) and the Commission may decrease the Open Space requirement for projects located within 300 feet of a Public Use.³³

The AMPD requirements could be updated to allow Planning Commission discretion for the types of Open Space uses.

Subdivisions

For Subdivisions, the Planning Commission considers structure placement, wherein, “[u]nits should be clustered in the most developable and least visually sensitive portions of the Site with common open space corridors separating clusters. This applies to both multi-family and single family projects. The open space corridors should be designed to coincide with Significant Vegetation and in many cases, should be left in the natural state. Open Space Areas will be the maintenance responsibility of the homeowners.”³⁴ Additionally, “[e]xisting trails should be maintained and incorporated into open space elements of the project.”³⁵

The Subdivision requirements outline common Open Space corridors. If a ‘common’ Open Space definition was added, this section would need to be updated to clarify what Open Space uses qualify to separate development clusters.

Staff requests the Planning Commission provide input on potential Open Space updates:

1. Establishing greater specificity regarding Open Space requirements under the CUP, MPD, AMPD, and Subdivision reviews.
2. Updating the Landscaped and Natural Open Space definitions to further clarify and delineate the purposes of each.
3. Adding definitions to address Private Open Space and public trails within Private Open Space.

Questions for the Planning Commission:

Does the Planning Commission:

- *Find the proposed updates meet the goals discussed in previous work sessions?*
- *Recommend refinement or revisions to the scope of the amendments listed above?*
- *Recommend consideration and evaluation of additional items?*
- *Request additional information to clarify the proposed amendments?*

Department Review

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

³³ LMC [§ 15-6.1-10](#)

³⁴ LMC [§ 15-7.3-2\(E\)](#)

³⁵ LMC [§ 15-7.3-2\(I\)](#)

Planning Commission Staff Report



Subject: Sustainability
Land Management Code Amendments
Application: PL-26-06869
Authors: Lillian Zollinger, Senior Planner
Nan Larsen, Senior Planner
Jaron Ehlers, Planner II
Date: September 30, 2026
Type of Item: Work Session

Recommendation

Review and provide feedback on potential Land Management Code amendments to:

- I. Add Zero Emissions Stretch Code requirements to projects requesting exceptions under a Master Planned Development.
- II. Add construction landfill diversion and/or recycling requirements to the Conditional Use Permit and Master Planned Development review process.

Description

Applicant: Planning Department

Location: Citywide

Sections Amended: 15-1-10(E) *Conditional Use Review Process*

15-6-5 *Master Planned Development Requirements*

15-6.1-11 *Site Planning*

15-7.4-2 *Construction Plans*

Reason for Review: The Planning Commission reviews Land Management Code Amendments, conducts a public hearing, and forwards a recommendation for City Council's consideration.¹

LMC Land Management Code
MCPC Municipal Code of Park City

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

¹ LMC [§ 15-1-7](#)

Background

The [General Plan](#) Sustainability Strategies 3A and 4A recommend:

- Prioritizing policies that support next steps in achieving energy use reduction, adoption of renewable electricity, and future carbon neutrality.
- Establishing waste reduction and diversion actions.

On February 26, 2026, with the recommendation of the Planning Commission, the City Council approved prioritization of Land Management Code (LMC) updates to incentivize a zero-emissions stretch code and require landfill diversion in construction mitigation plans ([Work Session Staff Report](#); [Minutes](#), p. 4).

Since that time, the Planning team researched other community codes (Portland, Massachusetts, Aspen, Boulder, Salt Lake, and Banff), gathered background from the Intermountain Low/Zero Emission Stretch Code Collaborative, Utah Clean Energy, and current WUI requirements, and coordinated with the Building and Sustainability Departments to develop the following recommendations.

(I) Resolution 28-2017 establishes the City’s net-zero energy performance requirements for City buildings. The Sustainability Team proposes replacing this with an updated stretch code and this could be used to set a benchmark for sustainability review of Master Planned Developments that request exceptions.

Resolution [32-2018](#) outlines Park City's commitment to net-zero carbon development by 2022 for City projects and 2030 for the entire community, as well as 100 percent renewable electricity, in order to reduce environmental impacts and improve the environment.

The [General Plan](#) Energy Efficiency Strategy 4A recommends adopting a Zero Emissions Stretch Code that is integrated with the ASHRAE 90.1 standard and International Energy Conservation Code best practices to promote greater energy efficiency and emission reduction than the base energy code.

Utah State Code [Section 15A-1-204\(8\)](#) prohibits municipalities from adopting requirements that are more restrictive than the State Construction Code, including requiring a Net Zero Stretch Code for development. While Utah Code limits municipality discretion in enacting stricter energy standards than those adopted by the state, the City may incentivize sustainable development.

Buildings are responsible for 42% of annual global CO₂ emissions.² Low and zero emission buildings have the potential to reduce the impact on the environment and support community resilience.³

² Intermountain Low/Zero Emission Stretch Code Collaborative

³ Intermountain Low/Zero Emission Stretch Code Collaborative, Low or Zero Emission homes are highly efficient, zero or limited on-site emissions from combustion, and partly or fully power by renewable energy.

Utah Clean Energy defines zero emissions buildings as “highly energy efficient, free of on-site emissions from energy use, and powered from clean energy, are an essential piece of reducing local pollution.”⁴ The Zero Emissions Stretch Code requires building standards beyond the bare minimum state energy code regulations to achieve higher energy savings.

In 2017, the City Council adopted [Resolution 28-2017](#), establishing net-zero energy performance goals for new or renovated City buildings to promote energy efficiency, carbon emission reductions, and sustainable design.

In January 2022, Utah Clean Energy, Summit County, Park City, Park City Community Foundation, and Newmark published the Strategic Action Plan for Building Decarbonization in Park City and Summit County, which outlines goals and actions to reduce carbon emissions and outlines opportunities to update [Resolution 28-2017](#) with a Zero Emissions Stretch Code.⁵

Since that time, the Sustainability team has developed a draft Zero Emissions Stretch Code Resolution (Exhibit A), which outlines the requirements new City buildings would be required to meet to produce zero emissions. This could be a model for other projects that may request exceptions.

The resolution is intended to clarify the guidelines and standards for zero-emissions buildings and support greater adoption. It establishes definitions, criteria, roles and responsibilities, and processes for documentation and verification to ensure buildings perform as intended and deliver long-term energy and cost savings. The three primary criteria for zero-emissions buildings are that they must be: 1) highly energy efficient, 2) all-electric with no on-site combustion, and 3) powered by renewable energy. Provisions for emergency backup and public safety will also be included. A work session with City Council is planned for this fall.

LMC [§ 15-6-6\(L\)](#) requires Master Planned Developments (MPD) incorporate “best planning practices for sustainable development, including water conservation measures and energy efficient design and construction, per the Residential and Commercial Energy and Green Building program and codes adopted by the Park City Building Department in effect at the time of the Application.” However, there are no Energy or Green Building programs or codes adopted by the Park City Building Department in effect and the state limits municipalities from requiring energy efficiency beyond the standards adopted by the state. The LMC does not currently include other regulations or incentives for new construction that produce zero or low emissions.

Currently, the Planning Commission may grant exceptions for MPDs and these may be opportunities to evaluate whether improved energy efficiency could be considered as part of these requests:

⁴ Utah Clean Energy [Multi-State Effort to Tackle Emissions From Homes and Building](#)

⁵ [Strategic Action Plan for Building Decarbonization in Park City and Summit County](#)

- **Setbacks** - LMC [§ 15-6-5\(C\)\(5\)](#) establishes Planning Commission authority to reduce Setbacks for MPDs to match abutting zone Setbacks when “the project meets minimum International Building Code and Fire Code requirements, does not increase project Density, maintains the general character of the surrounding neighborhood in terms of mass, scale, and spacing between Structures, and meets Open Space criteria set forth in Section 15-6-5(D).”
- **Parking** – LMC [§ 15-6-5\(E\)](#) allows the Planning Commission to approve either an increase or decrease in parking. While a decrease in parking may help contribute to a more sustainable project, for increases in parking, additional energy efficiency requirements could be considered.
- **Building Height** – LMC [§ 15-6-5\(F\)](#) authorizes the Planning Commission to increase height according to six criteria.

The purpose of this work session is to introduce the draft stretch code for discussion and to consider the following:

Is the Commission interested in exploring stretch code as a criterion when evaluating MPD setback, height, and parking exceptions? Are there other considerations the Commission would like to explore to encourage compliance with the stretch code?

(II) Consider requirements for landfill diversion in construction mitigation plans.

The [General Plan](#) Waste Reduction 3A strategy recommends requiring waste reduction in construction mitigation plans through strategies such as minimizing the amount of materials where possible and waste diversion through material reuse, sorting, and recycling procedures.

LMC [§ 15-15-1](#) defines Construction Activity as, “[a]ll Grading, excavation, construction, Grubbing, mining, or other Development Activity which disturbs or changes the natural vegetation, Grade, or any existing Structure, or the act of adding an addition to an existing Structure, or the erection of a new principal or Accessory Structure on a Lot or Property.”

LMC [§ 15-15-1](#) defines Construction Mitigation Plan as, “[a] written description of the method by which an Owner will ameliorate the adverse impacts of Construction Activity.” The Municipal Code of Park City (MCPC) [§ 11-14-4 Construction Mitigation Plans](#) outlines the requirements for construction mitigation plans associated with building permits. The plan must include details regarding the hours and days of operation, parking, deliveries, construction phasing, trash management and recycling, control of dust and mud on streets, noise, grading and excavation, erosion control practices, construction sign requirements, and limits of disturbance financial guarantee.”

LMC [§ 15-15-1](#) defines Construction Plan as, “[t]he map and drawings showing the specific location and design of the Development.”

There are currently no code requirements for:

- Deconstructing versus demolition,

- Recycling existing building materials, or
- Reusing building materials or purchasing secondary materials to use.

For Conditional Use Permits (CUP), the Planning Commission considers whether the proposed Conditional Use mitigates impacts of and addresses control of delivery and service vehicles, loading and unloading zones, and Screening of trash and recycling pickup Areas.⁶ The CUP requirements do not address trash or recycling during the construction process.

For MPDs⁷ and Affordable Master Planned Developments (AMPDs),⁸ the proposed site plan must include adequate Areas for trash and recycling containers and include an adequate circulation area for pick-up vehicles. However, these regulations are for users of the site post-approval and do not outline requirements or conditions regarding trash and recycling throughout the construction process.

For Preliminary Plats for Subdivisions, Construction Plans are required.⁹ Construction Mitigation Plans are not required at this stage, but criteria could be added under general Construction Plan that requires the Applicant to meet a landfill diversion minimum for materials.

LMC [§ 15-7-1.6\(C\)](#) requires the Planning Commission to find there is Good Cause for Subdivisions and Plats. LMC [§ 15-15-1](#) defines Good Cause as “[p]roviding positive benefits and mitigating negative impacts, determined on a case by case basis to include such things as: providing public amenities and benefits, resolving existing issues and non-conformities, addressing issues related to density, promoting excellent and sustainable design, utilizing best planning and design practices, preserving the character of the neighborhood and of Park City and furthering the health, safety, and welfare of the Park City community.”

Since the current LMC does not address specific requirements, Staff researched several cities that have incorporated construction regulations regarding landfill diversion, recycling, and waste management.

In 2016, Portland, Oregon passed an Ordinance that requires deconstruction, rather than demolition for Single-Family Dwellings (SFD) or Duplexes that are 100 years old or less.¹⁰

In 2026, Boston, Massachusetts, launched a Building Material Reuse Study to help the city meet net zero goals by reducing waste from demolition and connecting contractors with reusable construction materials.¹¹ Boston’s goals include promoting:

⁶ LMC [§ 15-1-10\(E\)\(13\)](#)

⁷ LMC [§ 15-6-5\(G\)\(7\)](#)

⁸ LMC [§ 15-6.1-11\(F\)](#)

⁹ LMC [§ 15-7.4-2](#)

¹⁰ [Preservation, Sustainability, and Equity Edited by Erica Avrami](#)

¹¹ City of Boston [Building Material Reuse](#)

“Deconstruction

Deconstruction is the orderly dismantling of a structure to preserve the value of its materials. It directs reusable and recyclable materials to their best use, minimizing the amount going to landfill or incinerator. Considerations to the structure's material composition and age, market demand, project scope, and storage capacity all help shape a customized deconstruction plan.

Keep / Donate / Sell

After it has been salvaged, there are many pathways a building material can take. An owner may reuse it immediately or reserve it for future use in the same project or another one in their portfolio. It may be donated, making the donor eligible for a tax deduction. Or it may be sold to a broker or peer-to-peer buyer.

Reuse

Incorporate secondary products into the planning and construction of a project. Used products are often available in excellent condition, at higher quality and/or lower price.”

Aspen, Colorado requires a waste management plan that requires concrete, cardboard, metal, asphalt, rocks and dirt, untreated lumber, organics, and mixed recyclables to be diverted.¹²

For full structure deconstruction and new building permit Boulder, Colorado requires reuse or recycle at least 75 percent of waste, across at least three different material types and reuse or recycle 100 percent of clean lumber, metal, and cardboard.¹³

Salt Lake City requires a construction waste management plan for new development or demolition applications that must include how a minimum of 55% of waste materials (by weight) will be recycled or reused.¹⁴ The Certificate of Occupancy cannot be issued until a waste audit is performed by the company contracted to remove waste and recyclables.

The Town of Banff in Alberta, Canada requires a Waste Diversion Report and that all recoverable materials are separated for reuse or recycling and that applicant must submit.¹⁵

Based on the information above, possible waste diversion and mitigation strategies for Park City include:

- Adding land use review (CUPs, Subdivisions, Plat Amendments, MPDs, and AMPDs) criteria for waste management.
- For redevelopment, requiring a minimum amount of deconstructed materials to be recycled, donated, or reused.

¹² City of Aspen [Construction & Demolition Debris Program](#)

¹³ City of Boulder [Construction and Deconstruction Zero Waste Requirements](#)

¹⁴ Salt Lake City Municipal Code [21A.36.250: Recycling and Construction Waste Management](#)

¹⁵ Town of Banff, [Zero Waste Requirements for Building Permits](#)

- Establishing a minimum required amount of reused or recycled products for new development.
- Considering incentives or exceptions for project proposals that exceed minimum waste diversion requirements.

Does the Planning Commission recommend incorporating waste and recycling requirements for CUPs, Subdivisions, Plat Amendments, MPDs, and AMPDs or any other land use review? Are there specific methods or minimum requirements the Planning Commission prefers applicants to use for landfill diversion?

Department Review

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

Exhibit

A: Draft Resolution Energy Stretch Code for Zero Emissions Buildings

XX-2026 Zero Emissions Buildings DRAFT

A RESOLUTION ADOPTING A VOLUNTARY ENERGY STRETCH CODE FOR ZERO EMISSIONS BUILDINGS TO PRIORITIZE SUSTAINABLE ENERGY INFRASTRUCTURE AND ENERGY CONSERVATION-AND TO REPEAL AND REPLACE RESOLUTION 28-2017 IN ITS ENTIRETY

WHEREAS, the City of Park City is committed to mitigating climate change, building community resilience, and improving the safety quality of life for its residents and visitors through clean energy infrastructure and regenerative practices; and

WHEREAS, Park City adopted ambitious climate and energy targets to be net-zero carbon and running on 100% renewable electricity by 2022 for municipal operations and by 2030 community-wide; and

WHEREAS, in the most recent inventory, the overall Community-wide Carbon Footprint increased by thirty-one percent, with buildings and facilities accounting for approximately forty-two percent of carbon emissions, and emissions from natural gas for heating buildings increasing by thirty-three percent in five years; and

WHEREAS, the City desires to incorporate best planning practices for sustainable development and net-zero carbon, including energy efficient design and construction; and

WHEREAS, the adoption of a voluntary Energy Stretch Code is a critical step towards achieving Zero Emissions Buildings and other City sustainability objectives that support the net-zero carbon goal; and

WHEREAS, consistent, and measurable minimum for a voluntary Energy Stretch Code that can be achieved through multiple pathways offers choice based on building project type and parameters.

NOW THEREFORE, be it resolved by the City Council of Park City as follows:

SECTION 1. ADOPTION OF ENERGY STRECH CODE FOR ZERO EMISSIONS BUILDINGS IN PARK CITY.

The Park City Council hereby adopts the Energy Stretch Code including its following Definitions and Criteria for Zero Emissions Buildings for all new building projects or Major Renovations using municipal funds or built on municipally owned property; or requesting any exception from the Land Management Code; and the Roles and Responsibilities and Process for Documentation and Verification herein.

SECTION 2. DEFINITION AND CRITERIA

ASHRAE. The **American Society of Heating, Refrigerating and Air-Conditioning Engineers** is an international professional society dedicated to advancing the arts and sciences of heating, ventilation, air conditioning and refrigeration.

CO2e. Carbon dioxide equivalent. A standard unit used to express the climate impact of all greenhouse gases in terms of the amount of carbon dioxide (CO₂) that would produce the

same global warming effect. This unit allows different greenhouse gases (GHGs) to be compared on a common scale based on their Global Warming Potential (GWP).

ERI. The Energy Rating Index is a numerical score that measures the relative energy efficiency and performance of a residential building. A score of 100 represents the baseline energy use of a reference home built to the 2006 International Energy Conservation Code. A score of 0 represents a net-zero energy home that uses zero net-purchased energy annually, often producing as much energy onsite as it consumes. Each 1-point change on the scale equals a 1 percent change in total energy efficiency compared to the reference design. Lower scores mean a more efficient home.

Energy Stretch Code. A policy tool designed to promote and encourage buildings to achieve higher energy savings and lower environmental impacts.

EUI. Energy Use Intensity. The energy use per square foot per year of a building. It is calculated by dividing the total energy consumed by the building in one year (measured in kBtu) by the total gross floor area of the building (measured in square feet). If building typology varies within a project, EUI must be calculated by square footage of intended end use or typology.

GWP. While CO₂ accounts for the majority of greenhouse gas emissions and associated global warming, other GHGs have higher **Global Warming Potentials**. Methane is 28 times more potent GHG than CO₂, and N₂O is 273 more potent than CO₂, and fluorinated hydrocarbons have thousands to tens of thousands of thousands higher warming potential. For tracking, all normalized into a common metric of carbon dioxide equivalent (CO₂e).

GHG. Greenhouse Gases trap heat in the atmosphere. The GHGs that Park City tracks are carbon dioxide (CO₂), methane (CH₄), nitrous oxide (N₂O) and to a lesser degree fluorinated gases. Other vernacular terms for GHGs, specifically CO₂e, may include “carbon” in the context of “net-zero carbon”.

HERS. The **Home Energy Rating System** is a nationally recognized, standardized system used to measure and verify a home’s energy performance and efficiency.

IECC. The **International Energy Conservation Code** is a model building code that sets minimum energy efficiency and conservation requirements for new and renovated commercial and residential buildings. The IECC is updated every three years.

Major Renovation. Work that demolishes space down to the shell structure and rebuilds it with new walls, ceilings, floors and systems, when such work affects more than twenty-five percent (25%) of the building’s square footage.

Model Code. The latest edition of the International Energy Conservation Code (IECC) for residential buildings and the latest edition of ANSI/ASHRAE/IES Standard 90.1 for commercial buildings.

MT CO₂e. Metric tons of carbon dioxide equivalent. This is the standard unit for measuring carbon emissions.

REC. A renewable energy certificate (REC) is a market-based instrument that represents the property rights to the environmental, social, and other non-power attributes of renewable electricity generation. RECs are issued when one megawatt-hour (MWh) of electricity is generated and delivered to the electricity grid from a renewable energy resource.

Zero Emissions Buildings. Highly efficient buildings that do not emit greenhouse gases directly from energy use and are powered solely by clean energy.

At a minimum, a Zero Emissions Building must achieve zero operational emissions from energy use and meet the following Criteria:

1. Energy Efficient

At a minimum, a new building must satisfy one of the following criteria:

- Estimated whole building energy use, reflecting as-built condition, is at least 10% lower than the Model Code;
- Designed to achieve an ENERGY STAR score of 90 or higher (for buildings eligible for the ENERGY STAR score); or
- Certified to the most recent effective version of the ENERGY STAR Residential New Construction program or Zero Energy Ready Homes program. Additional third-party certifications that may be considered include ILFI's Living Building Challenge (LBC) certification, LBC Energy or Carbon certifications, LEED Zero, Enterprise Green Communities, ENERGYSTAR NextGen, or the 2024 IECC Residential Zero Energy Appendix.

At a minimum, an existing building undergoing a Major Renovation must satisfy one of the following Criteria:

- The building obtains an ENERGY STAR score of 75 or higher; or
- If the building is ineligible for an ENERGY STAR score, the whole building's site energy use intensity (EUI) is at least 35% better than the median EUI for buildings of that category; or
- The whole building's EUI is less than the EUI specified in the latest version of ANSI/ASHRAE/IES Standard 100, "Energy and Emissions Building Performance Standard for Existing Buildings," for buildings of that type and location.

Existing City buildings shall obtain an ENERGY STAR score, with lower scores addressed in order of potential greenhouse gas emissions (GHG) reductions.

2. Free of On-Site Emissions from Energy Use

Direct GHG emissions from energy use on site must equal zero. There is an exception for use of emergency backup generators when grid power is unavailable.

3. Powered Solely from Clean Energy

All energy used by the building must be clean energy, obtained through any combination of on- and off-site sources, as long as the GHG emissions from that clean energy equals zero. If the building obtains heating or cooling from a district energy system, the district energy must be generated from clean sources. On-site clean energy is encouraged to be maximized before procuring off-site clean energy. To qualify as clean energy, each source of off-site power generation for the building must meet at least one of the following requirements:

- ANSI/ASHRAE Standard 228, "Standard Method of Evaluating Zero Net Energy and Zero Net Carbon Building Performance," Sections 8.3 to 8.5;
- Eligible Green Power Requirements for the U.S. Environmental Protection Agency's (EPA) Green Power Partnership;
- "Green-e Renewable Energy Standard for Canada and the United States" (surplus to regulation if applicable); or
- Sections 4.2.4 to 4.2.7 of "Implementing Instructions for Executive Order 14057."
- Enrolled in the community renewable program, or have RECs attributed to it from city projects, such as the Elektron solar project.

4. Exclusions

- Carbon offsets not listed under Item 3 are not permitted under this Definition.
- Electric vehicle supply equipment (EVSE) is not considered part of the building load under this Definition.

SECTION 3. ROLES AND RESPONSIBILITIES

To ensure these project outcomes, specific roles and responsibilities are required to document and verify that a building meets the Criteria for a Zero Emissions Building. The following personnel, contracted by the design team and known as the Commissioning Team, must work together throughout the design-build process to meet Zero Emissions Building Criteria:

1. City Council

- Identify which projects shall adhere to the Energy Stretch Code
- Review and approve any updates to the Zero Emissions Building Definition and Criteria.
- Ensure appropriate funding and resources are allocated to the program and that City projects.
- Support community engagement to promote awareness and education about Zero Emissions Buildings and other community sustainability goals.

2. Sustainability Department

- Lead efforts to implement and oversee the adoption of the Energy Stretch Code and other sustainability goals and identify high impact programs that reduce community emissions and restore ecological health, including identifying incentives and other financial tools.
 - Track and report on the City's progress and implementation of the Energy Stretch Code with support of the Project Manager (PM).
3. Procurement Department
 - Communicate requirements of the Energy Stretch Code requirements to all building project procurements.
 4. Planning Department
 1. Communicate requirements of the Energy Stretch Code requirements to all permitted projects.
 5. Project Design Team
 1. Design and construct buildings in accordance with the Energy Stretch Code and applicable Zero Emissions Buildings Criteria.
 2. Submit or designate the Architect to submit necessary documentation to the City for verification of Energy Stretch Code compliance, according to the Process herein.
 3. The Project Design team includes the PM, Architect, and the following designees:
 1. Energy Modeler (EM) – The Energy Modeler works with the Architect to optimize and validate design decisions that impact energy efficiency, and to confirm that energy modeling and analysis remain updated through the design-build process through comparison of life cycle cost analysis (LCCA). This information is to inform value engineering and budget considerations, with a particular focus on long-term value and sustainability.
 2. Building Enclosure Commissioning Agent (BECxA) –The BECxA works with Architect, EM, and Contractors to ensure that the building envelope is properly designed to achieve energy goals throughout the design-build process and is responsible that the building envelope is constructed and operates as designed for maximum energy efficiency. The BECxA is responsible for delivering the Energy Model analysis and proposals on how to reduce energy

use per square foot and overall building energy usage while maximizing long-term value of the building.

3. Mechanical Engineer/Commissioning Agent (CxA) – Working with the Architect, EM, BECxA, and Contractors, the CxA ensures that the building systems (cooling, heating, steam, air handling, plumbing, emergency power and sprinkler systems, renewable energy systems, electrical, and building automation systems) have been designed and installed to function properly together, are tested and balanced, and commissioned.

SECTION 3. PROCESS FOR DOCUMENTATION AND VERIFICATION

1. All procurements run by Park City Municipal for building projects or major renovations must include project requirements for the Energy Stretch Code, Criteria for Zero Emissions Buildings, the target Energy Use Intensity (EUI), and other requirements herein.
2. Before the end of Schematic Design, a sustainability charrette shall be organized by the PM and Sustainability Department with an agenda including: 1) project introduction and overall goals 2) City's sustainability goals, including Energy Stretch Code requirements, target EUI, and the Compliance Form; and 3) discussion of applicable incentives including financial tools. Required meeting attendees include the Sustainability Department, the Project Design team, and representative(s) from organizations offering incentives, including utility Demand Side Management incentive programs, or other project resources. Within one week of the charrette, the Architect shall submit a memo to the Sustainability Department and Building PM detailing the approach to meeting the Energy Stretch Code, including naming Project Design team roles, Criteria for Zero Emissions Buildings, and other meeting notes.
3. The Project Design team shall review each design phase submittal to meet the Energy Stretch Code. Design phase submittals shall include concept, schematic, design development, construction documents, and the latest version of the ASHRAE 90.1 Performance-based compliance form which can be requested from the Sustainability department.
4. At RESCheck(s) or COMMCheck(s), the Architect shall submit the Compliance Form to the City. Documents are to be shared with the Sustainability Department.

5. Upon Certificate of Occupancy, a final Energy Model and Compliance Form shall be submitted to the PM and Sustainability Department. In addition, a plan for energy monitoring shall be submitted to the Sustainability Department.
6. At six (6) months post-occupancy the BECxA and CxA shall produce a commissioning report including whether the building is on track with the energy target (EUI) as set upon contracting. The Commissioning Report shall be submitted to the building owner. For City-owned projects, any deficiencies or sub-optimal energy performance are to be remedied prior to twelve (12) months post-occupancy.
7. At twelve (12) months post-occupancy, a second commissioning report shall be submitted as above. If any deficiencies or sub-optimal performance are identified, a report detailing a plan for remediation is required to be submitted to the PM and Sustainability Department within two months.
8. At twelve (12) months post-occupancy, the PM and Sustainability Department will provide City Council an update on the building project and its energy and emissions performance.

HISTORY

Replaces Res. 28-2017 on xx/xx/2026

Planning Commission Staff Report



Subject: Affordable Master Planned Development
and Seasonal Workforce Housing
Land Management Code Amendments
Application: PL-26-06866
Authors: Jaron Ehlers, Planner II
Nan Larsen, Senior Planner
Date: September 30, 2026
Type of Item: Work Session

Recommendation

Review and provide feedback on potential Land Management Code amendments to incentivize affordable housing development:

- (I) Updated the Affordable Master Planned Development to refine the code and reflect market conditions, and
- (II) Create seasonal housing standards.

Description

Applicant: Park City Municipal Corporation

Reason for Review: The Planning Commission reviews Land Management Code Amendments, conducts a public hearing, and forwards a recommendation for City Council consideration and Final Action.¹

AMPD	Affordable Master Planned Development
CUP	Conditional Use Permit
LMC	Land Management Code
MIHP	Moderate Income Housing Plan
MPD	Master Planned Development
MPMIHD	Master Planned Moderate Income Housing Development
RUE	Residential Unit Equivalent
SRO	Single Room Occupancy

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

Summary

On February 26, 2026, with the recommendation of the Planning Commission, the City Council approved prioritizing Land Management Code (LMC) amendments to update the Affordable Master Planned Development (AMPD) standards to refine the code and reflect today's market conditions and to codify seasonal housing or Single-Room

¹ LMC [§ 15-1-7\(B\)](#)

Occupancy (SRO) standards ([Packet](#), Work Session; [Minutes](#), P.4).

The Utah Legislature enacted MIHP code requirements to require local governments to address affordability statewide. For more information, please see the [Housing webpage](#). Part of the state initiatives require the City to adopt and implement a MIHP. The LMC priorities are based on two goals established in the [General Plan](#):

Variety of Housing Options – *Park City will incentivize housing options for all residents.*

- *Strategy 1A: Provide a range of housing options at varying price levels that address a tiered approach (affordable, attainable) to provide diverse housing options of all ages and groups of the population.*

Workforce Housing – *Park City will prioritize housing for 15% of the total workforce within the City boundary.*

- *Strategy 2A: Facilitate workforce housing in the City and increase incentives for employment centers to incorporate workforce housing in new developments.²*

Some of the challenges and considerations for building affordable housing in the City are the following:

- Approximately 67% of the City is zoned Recreation and Open Space or Protected Open Space.³
- Neighborhoods like Thaynes, Park Meadows, Masonic Hill, Prospector, Lower Deer Valley, and Upper Deer Valley are fully subdivided and are nearly built out.
- Many properties within the City are subject to Annexation Agreements or Master Planned Development Agreements that allocate total density within the area that may be more restrictive than the underlying Zoning District regulations.

As a result, the General Plan recommends focusing efforts on context-sensitive commercial, mixed-use, and housing development in key nodes, including:

- Quinn's Junction Mobility Hub (area known as the Gordo property north of SR 248 and the 10 acres within Clark Ranch designated for affordable housing south of SR 248 and west of HWY 40).
- Quinn's Junction Institutional Hub (Park City Medical Campus and Ice Arena/Field Recreational Areas).
- Bonanza Park Mobility Hub/Corridor Infill Node.
- Resort Center Mobility Hub/Corridor Infill Node (with the redevelopment of the Park City Mountain parking lots).
- Old Town Mobility Hub/Corridor Infill Node.

² [General Plan Moderate Income Housing](#), p. 31

³ The City contains 14,285.6 acres; approximately 9,550 acres (67%) of the City is zoned Open Space.

NODE TYPES MAP

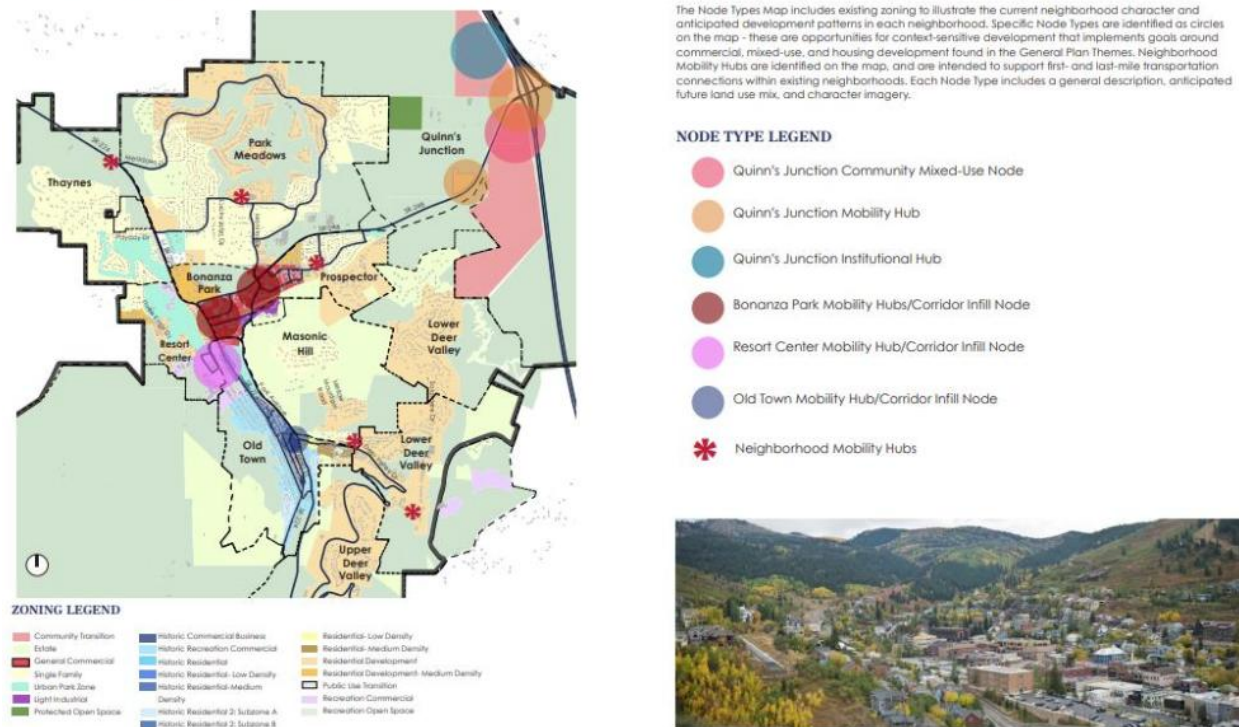


Figure 1: General Plan Nodes Type Map highlighting general neighborhoods where context-sensitive infill may be appropriate.

The City's Moderate Income Housing Plan (MIHP)⁴—a component of the General Plan adopted by the City Council on June 12, 2025—further prioritizes focus over the next year on (1) the 10 acres within the Clark Ranch property in the Quinn's Junction neighborhood and (2) the Bonanza Park neighborhood:

- Rezone the City-owned land at Clark Ranch⁵ and Bonanza Park⁶ to provide higher density and reduced parking for the development of affordable and attainable housing.
- Refine the code to provide higher density in the Bonanza Park neighborhood to facilitate development of affordable housing within the area ([Resolution No. 13-2025](#)).

In addition to focused development within 10 acres of the Clark Ranch property and the Bonanza Park neighborhood, the General Plan and MIHP recommend overall code evaluation to further incentivize development of affordable housing, and this staff report addresses each in the Analysis Section below.

This report also summarizes existing conditions and incentives for affordable housing.

⁴ [Moderate Income Housing Plan](#)

⁵ This project is pending Planning Commission review. Please see the September 23, 2026, [Packet](#), Items 5.A-5.D for a project update.

⁶ The [draft Bonanza Park Mixed-Use District](#) that allows for increased density and reduced parking for projects providing affordable and attainable units is pending City Council review.

Existing Conditions

An affordable unit in Park City is one that is deed-restricted,⁷ meaning the rental or for-sale price is restricted, full-time residency is required, tenants or owners must meet certain income and workforce qualifications, and annual compliance reporting is required.⁸

The City regularly completes a Housing Needs Assessment to identify affordable housing demands. The latest [Park City Affordable Housing Analysis](#) was completed by the University of Utah Kem C. Gardner Institute in 2023. The report found that “Park City accommodates 12.1% of its workers within its own boundaries, [and] a notable portion of workers commute from Salt Lake County, contributing 26.0%, while Wasatch County hosts 17.5% of Park City workers. Smaller shares are represented by Utah at 6.3%, Davis at 2.6%, and Weber at 1.6%” (p. 2). The General Plan notes that expanding affordable and workforce housing within City limits “will help improve traffic and congestion and reduce daily commutes.”⁹

However, in the past, more of the City’s workforce lived in the City: in 2010, roughly 20% of the City’s workforce lived within City limits. On June 12, 2025, the City Council reiterated their goal to maintain at least 15% of the City’s workforce living in town by 2032 ([Packet](#), Old Business Item 2; [Minutes](#), p. 12). There are 829 completed affordable units. An additional 1,035 affordable units are needed to achieve this goal, and this number presumes a growing workforce.¹⁰ Please see the City Council September 17 Housing Work Session [Staff Report](#) ([Audio](#)).

Of the 829 affordable deed-restricted units in Park City, 72% are rentals and 28% are owner-occupied, and both rentals and owner-occupied housing serve varying AMI brackets. While affordable housing is generally defined to be 80% of Area Median Income (AMI), the City’s workforce qualifies for an AMI of approximately 56%. The table below outlines the AMI served through the City’s affordable units:

⁷ LMC [§ 15-15-1](#) defines Affordable Housing as housing that is priced affordable to households with incomes at or below 80% of Area Median Income (AMI). AMI is the midpoint of a county’s income distribution, where statistically half an area’s residents earn more and half earn less. According to the Mountainlands Community Housing Trust 2026 Summit County AMI Income Limits for Affordable Housing, a three-person household at 80% AMI earns \$120,800. The midpoint of income levels in Park City, or 100% AMI, for a three-person household is \$151,000.

⁸ See [Housing Resolution 12-2025](#) Section 10 *Deed Restriction*.

⁹ [General Plan Moderate Income Housing](#), p. 29

¹⁰ For the broader Summit County area, as of early 2025, Summit County had an estimated shortfall of 7,600 housing units ([Summit County Housing Authority Strategic Plan](#), Updated October 2025).

Existing Affordable Housing AMI Served			
AMI Bracket	Developments¹¹	Units	% of Units
30%-60%	2	24	2.9%
35-60%	8	340	41.1%
35-80%	3	37	4.5%
50%	3	16	1.9%
50-80%	1	23	2.8%
60%	1	99	12%
60-80%	6	78	9.4%
60-100%	2	39	4.7%
80%	1	8	1.0%
80-100%	2	43	5.2%
80-120%	8	99	12.0%
80-150%	3	22	2.7%
Total:	40	828	

Table 1: Existing Affordable Housing AMI Served, Park City Housing, 2026.

¹¹ Existing Affordable Housing AMI Served table does not total 41 development units, as one project is not yet developed.

In addition to a decrease in workforce residency from 20% to 12.1%, the table below outlines the 2024 American Community Survey estimates for the City showing residents who are cost-burdened (spending more than 30% of income on housing) or severely cost-burdened (spending more than 50% of income on housing):¹²

Owner or Rented Household	Percentage
Owned Units with a Mortgage	44%
Cost Burdened (Over 30% Income)	15%
Severely Cost Burdened (Over 50% Income)	10%
Owned Units without a Mortgage	30%
Cost Burdened (Over 30% Income)	3%
Severely Cost Burdened (Over 50% Income)	1%
Rented	25%
Cost Burdened (Over 30% Income)	10%
Severely Cost Burdened (Over 50% Income)	5%

Table 2: Housing Costs as a Percentage of Household Income in the Past 12 Months, ACS-5-Year Estimates, Table B25140.

This gap demonstrates strain on housing for not only those community members who qualify for deed-restricted housing, but also for market-rate housing. The City's housing team is working with the Kem C. Gardner Institute on a 2027 Housing Needs Assessment to identify not only the City's affordable housing needs (up to 80% AMI), but also the City's attainable housing needs (up to 120% AMI). This updated assessment is anticipated to be completed in 2027.

Existing Incentives

Increasing affordable housing has long been a community priority. This section summarizes existing requirements and incentives to support affordable housing development.

Annexations; MPDs and AMPDs; Housing Resolution – Inclusionary Zoning¹³

In 1991, the City Council adopted the first Housing Resolution, which has been revised and updated over the years to reflect community needs. The Housing Resolution establishes inclusionary zoning, or housing obligations, meaning that new Master Planned Developments (MPDs)¹⁴ must provide a percentage of affordable units based on the total residential square footage and the employees generated through new

¹² U.S. Census Bureau, (n.d.). Housing Costs as a Percentage of Household Income in the Past 12 Months. [American Community Survey. ACS 5-Year Estimates Detailed Tables, Table B25140](#). Retrieved August 3, 2026.

¹³ The following communities require 12-20% of projects to be affordable through inclusionary zoning: Summit County, Utah; Durango, Colorado; Boulder, Colorado; Crested Butte, Colorado; Telluride, Colorado; South Lake Tahoe, California.

¹⁴ Master Planned Developments are required for projects proposing 10,000 square feet of commercial, retail, office, public, quasi-public, mixed-use, or industrial square footage or 20,000 square feet of residential (LMC [§ 15-6-2\(A\)](#)).

commercial development.

However, the Utah Legislature enacted Utah Code § 10-21-301 limiting future municipalities from enacting inclusionary zoning requirements. The City can retain the LMC inclusionary housing ordinances because we meet exceptions within the Utah Code, including a pre-existing effective date and density bonuses for affordable housing units.

The current Housing Resolution establishes parameters for satisfying housing requirements and requires that developers of MPDs provide the following:

- 20% of the total Residential Unit Equivalents¹⁵ of the project must be affordable.
- Affordable units for at least 20% of the employees generated through commercial development must be provided ([Resolution No. 12-2025](#)).

Developers of an MPD may satisfy the affordable unit obligation in the following ways, subject to the approval of the Housing Authority/Council:¹⁶

- Construct the units on site.¹⁷
- Construct the units within the City.
- Dedicate existing units as deed-restricted affordable units.
- Construct units outside of the City but within the Park City School District boundary.
- Convey land within the Park City School District boundary to the City or its designee for development of affordable units.
- Pay a fee in lieu to the City to support affordable projects.¹⁸

The Housing Resolution establishes workforce wage (WFW)—the median wage of the City's workforce—as the measurement of affordability. The Housing Resolution provides a method for WFW calculation.¹⁹ In 2025, WFW equaled 56% of AMI.²⁰

Fee Reduction or Waiver²¹

Municipal Code of Park City (MCPC) [§ 11-12-15](#) Fee Adjustments authorizes the City Manager to reduce or waive fees for projects “deemed to serve a beneficial public purpose” up to \$25,000. The City Council may waive such fees that exceed \$25,000.

¹⁵ One Residential Unit Equivalent is equal to 2,000 square feet (LMC [§ 15-6-8](#)).

¹⁶ The Housing Resolution establishes City Council priority and preference. The Planning Commission forwards a recommendation on project Housing Mitigation Plans and the City Council takes final action.

¹⁷ When affordable units are provided within the Master Planned Development, they do not count against the project density (LMC [§ 15-6-8](#)).

¹⁸ The current fee in lieu is \$400,500 per affordable unit equivalent (900 square feet).

¹⁹ Summit County median wage for prior year; add six percent for additional earnings such as tips, incentives, bonuses, and overtime as well as other income such as investments and non-cash benefits; and multiply total by 1.5 to account for the average household in Park City having 1.5 workers.

²⁰ [2025 Update to the Moderate Income Housing Plan](#).

²¹ The following communities allow for reduced or waived fees for affordable housing developments: Grant County, Utah; Durango, Colorado; Crested Butte Colorado; Aspen, Colorado; Telluride Colorado; South Lake Tahoe, California.

Additionally, MCMP [§ 11-13-4](#) establishes City Manager discretion to waive impact fees up to \$25,000, and City Council discretion to waive fees over \$25,000 for construction of affordable housing.

Projects providing affordable housing required through inclusionary zoning do not qualify for fee reductions or waivers. However, projects exceeding the inclusionary zoning requirements or standalone affordable projects and AMPDs have been granted fee waivers. There could be consideration of automatic waivers for projects that meet a certain affordability threshold.

Expedited Review²²

In 2021, the Planning Commission established a policy that AMPDs be prioritized for review, and that these projects are the first on meeting agendas. The two AMPDs approved by the Planning Commission were timely reviewed: the Planning Commission conducted two work sessions and two public hearings for EngineHouse from July 27, 2022 through October 26, 2022, when the project received final approval. The Planning Commission conducted one work session and three public hearings from March 22, 2023 through June 28, 2023, for HOPA, when the project received final approval. However, as described in the Analysis Section below, there are opportunities to further clarify and streamline the review process through objective criteria updates and other considerations

Density Bonus²³

Since the 1970s, the City has provided a density bonus for affordable housing development:

Moderate Income Housing Exception - In 1979, the City Council adopted Ordinance No. 13-79 to create a Moderate Income Housing Exception for permanent low- and moderate-income rental housing units for the City's workforce. The exception allowed a density bonus of 20 units per acre with an additional density of 5 units per acre for recreational Open Space in the Residential Development and Residential Development - Medium Density Zoning Districts. Certain properties within the Estate Zoning District developing these units could qualify for a rezone of up to 50% of the property to Residential Development. Developers were required to enter into an agreement with the Park City Housing Authority restricting the use to affordable renting for a minimum of 15 years.

Master Planned Moderate Income Housing Development - In 1983, the City Council adopted the Moderate Income Housing Exception to a Master Planned Moderate Income Housing Development. This change shifted the affordable housing from an exception to a Conditional Use and capped the maximum density bonus to 20 units per

²² Steamboat Springs, Colorado is a community that expedites affordable housing projects.

²³ Communities that incentivize affordable housing through a density bonus include Summit County, Utah; Grand County, Utah; Salt Lake City, Utah; Bend, Oregon; Durango, Colorado; Telluride, Colorado; Hilton Head Island, South Carolina.

acre.

Master Planned Affordable Housing Development - In 2002, the City Council adopted Ordinance No. 02-07, a comprehensive rewrite of the LMC, which replaced the Moderate Income Housing Development with the Master Planned Affordable Housing Development, allowing up to 20 units per acre when all units were affordable. At least 50% of the project was required to be Open Space, unless reduced to 40% by the Planning Commission if off-site amenities were proximate.

Accessory Dwelling Units - ADUs in the City have been called Accessory Apartments since they were first enacted in the 1990s. In 2021, the City Council adopted [Ordinance No. 2021-51](#) updating Accessory Apartment regulations to incentivize development, including removal of the requirement that the property owner live on site, removal of a cap on the number of Accessory Apartments allowed within a 300-foot radius, reducing the minimum allowed size to 280 square feet, and allowing Accessory Apartments in the Community Transition Zoning District.

Affordable Master Planned Development - Since the 1980s, the density bonus in the LMC was not enough to incentivize affordable housing development by a private developer or through a public-private partnership. As a result, in 2016, the City Council directed staff to evaluate obstacles to affordable housing in the LMC. In 2017, staff proposed amendments to the 1980s code, and the City Council requested that staff conduct a feasibility analysis to see if the code went far enough under market conditions to incentivize private or public-private development of affordable housing. The City worked with a consultant to complete the feasibility analysis and the [Affordable Master Planned Development Code Audit Report: Identifying Zoning and Housing Development Barriers](#). This report supported a new Affordable Master Planned Development (AMPD) code adopted by City Council in 2021:

- Requires at least 50% of the total project square footage to be affordable.
- Reduces the Open Space requirement from 60% to 20%.
- Reduces the 25-foot perimeter MPD Setback to the Zoning District Setback.
- Allows for a fourth story when there is a stepback between the third and fourth stories.
- Establishes Planning Commission discretion to reduce parking.
- Allows up to 10,000 square feet of non-residential uses like commercial, office, or non-profit uses ([Ordinance No. 2021-10](#)).²⁴

After nearly 40 years of an LMC that provided a density bonus that was never used, the Planning Commission approved two AMPDs - the EngineHouse, completed, and HOPA, pending construction. Through this process, there are lessons learned and opportunities to refine the code and update the incentives to reflect current market values, described below.

²⁴ Shortly after implementing the AMPD code, the City Council adopted [Ordinance No. 2021-18](#) to expand the Zoning Districts where AMPDs are allowed to include the Historic Commercial Districts.

Analysis

(I) There are opportunities to update and refine the Affordable Master Planned Development code to allow more flexibility, to establish clarity and predictability, and to streamline the review process.

The General Plan and MIHP recommend regularly evaluating the AMPD code to ensure compatible projects and adopting updates to reflect current market conditions.²⁵

The purpose of the AMPD code is to:

1. Incentivize public, private, and public-private development of Affordable Units for the workforce of Park City;
2. Create developments that include market-rate and Affordable Units and increase housing opportunities that are affordable to a wide range of incomes;
3. Increase Building Height and Density and decrease parking requirements for Affordable Units if impacts to the community are mitigated;
4. Ensure neighborhood Compatibility; and
5. Encourage mixed-use, walkable, and sustainable development and redevelopment that provides innovative and energy efficient design, including innovative alternatives to reduce impacts of the automobile on the community.

The AMPD code is outlined in LMC [Chapter 15-6.1](#) and summarized in the table below:

Overview of the 2021 Affordable Master Planned Development:	
Zoning Districts and Minimum Requirements	AMPDs are allowed in all Zoning Districts that allow Multi-Unit Dwellings (anything larger than a Triplex):
	Residential Development (RD)
	Residential Development—Medium Density (RDM)
	Residential Medium (RM)
	Recreation Commercial (RC)
	General Commercial (GC)
	Light Industrial (LI)
	Community Transition (CT)
	Historic Commercial Business (HCB)
	Historic Recreation Commercial, east of Park Avenue (HRC)
	50% Residential Unit Equivalent must be affordable
	Must contain at least 10 Residential Unit Equivalents (RUE) (20,000 square feet)

²⁵ [General Plan](#) Action 1A (p. 39); [MIHP](#) Goal 2, Objective A.

Incentives	Building Height: up to 45 feet allowed. • Ten-foot stepback along perimeter facades at maximum zone district height. • Must have sufficient infrastructure to meet increased demand. • Must comply with façade variation requirements.
	Density: volume-based, meaning it is based on setbacks, Open Space, and Building Height
	Parking: may be reduced by the Planning Commission for residential Uses if the Applicant - • Demonstrates a reduction improves feasibility of the proposed AMPD. • Submit a parking and traffic study completed by a third party. • Sufficiently addresses the parking demand. The Planning Commission cannot reduce parking below the following: Market Rate Unit • <600 SF (0.5 Spaces/Unit) • 600-1,000 SF (1 Space/Unit) • 1,000-2,000 SF (1.5 Spaces/Unit) • >2,000 SF (2 Spaces/Unit) Affordable Unit • <600 SF (None) • 600-1,000 SF (0.5 Spaces/Unit) • 1,000-2,000 SF (1 Space/Unit) • >2,000 SF (1.5 Spaces/Unit)
	Open Space: Reduced from 60% to 20% • May be further reduced where located within 300 feet of a Public Use.
Regulations	Non-Residential Uses Allowed: Up to 10,000 square feet of Commercial, Retail, Office, Public, and Quasi-public Uses.
	Setbacks: • A 25-foot perimeter for properties two or more acres (reduction possible to provide for architectural interest and variation) • Setback is zone-required for less than two-acre Properties Façade Variation:

	• Buildings greater than 60 feet but less than 120 feet in length must include a 10-foot shift in Façade that no more than 75% of the length appears unbroken. • Each shift in the form may be a change in Building Height or Façade alignment, or a combination thereof. • Buildings that exceed 120 in length must include a 15-foot shift in Façade at least every 120-foot interval.
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The outlined potential updates below were identified through the Planning Commission's two AMPD reviews and approvals, a series of interviews with the architects, developers, and housing leaders who completed the AMPD review process (Exhibit A), a series of interviews with architects, developers, and housing leaders who completed affordable housing projects in other communities, and the Planning team's research into best practices and comparable communities. The Planning team requests Planning Commission input to support the next step: completing a feasibility analysis to see if the AMPD code goes far enough under today's market conditions to incentivize affordable housing development.

Provide Clear Direction Before Application Submittal

The Challenge – Under LMC [§ 15-6.1-4](#), the AMPD process recommends that Applicants conduct public outreach and host neighborhood meetings prior to formal submittal. However, preparing full application plan sets – including detailed site plans, architectural elevations, technical studies, and renderings – requires substantial upfront capital. Major design modifications requested by the Planning Commission ultimately drive up the overall cost and increase risks of providing affordable housing. Currently, the LMC lacks a formal process for an Applicant to present a preliminary concept plan for early feedback prior to investing in a complete application submittal.

The Opportunity – The Commission may consider establishing a preliminary work session wherein the Applicant proposing an AMPD can submit high-level concept plans for initial Planning Commission review and feedback. This process would reduce Applicant expenses in revising their submitted plans as they go through the Planning Commission review process.

Refine Building Stepback Requirements

The Challenge – To construct a fourth story up to 45 feet, LMC [§ 15-6.1-8](#) requires a 10-foot stepback across all perimeter Building Facades above the underlying Zoning District maximum Building Height.

Building stepbacks increase construction costs due to structural design and non-uniform interior unit configuration and reduce potential density for AMPDs.

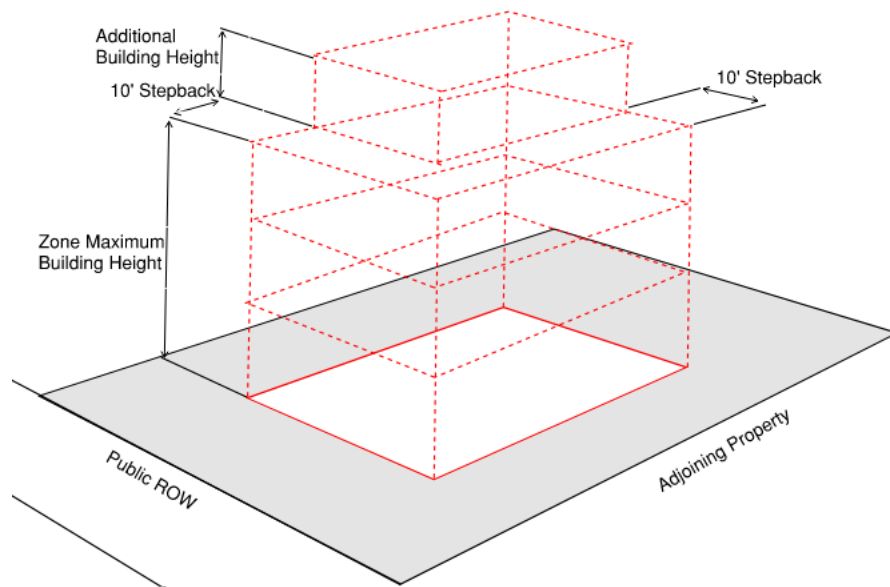


Figure 2: Current stepback requirement for additional Building Height in the AMPD process.

The Opportunity – Building stepbacks are primarily intended to mitigate massing impacts, preserve visual openness, and break up building bulk along the public realm.

The Commission may consider a recommendation to amend LMC [§ 15-6.1-8](#) to require 10-foot Building stepbacks on Building Façades directly facing Public Right-of-Way or adjoining a Zoning District with a lower maximum Building Height than the site's Zoning District, to allowing interior Building Façades to achieve four stories without a stepback.

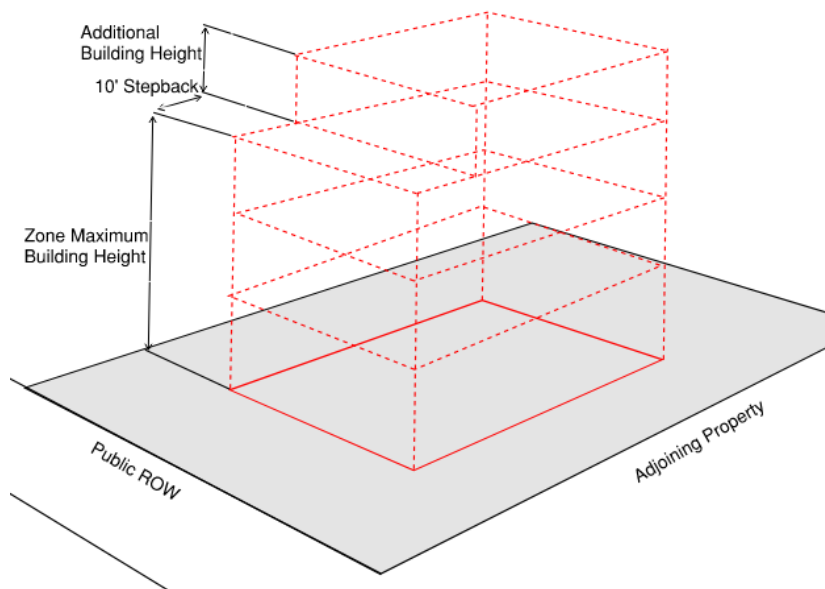


Figure 3: Building Height stepback from ROW Building Facade only.

Another consideration could be to require a Building stepback depending on the perimeter setback provided.

For example, if a project meets at least a 25-foot setback or exceeds the required perimeter setback, up to four stories with no stepback could be allowed.

Establish Flexibility in Façade Variation Requirements

The Challenge – LMC [§ 15-6.1-8\(D\)](#) requires buildings greater than 60 feet in length provide both vertical and horizontal façade shifts. These shifts increase the cost of construction.

The Opportunity – While architects interviewed recommended keeping façade variation requirements, they suggest modifying the requirements for AMPDs to achieve quality design while providing greater flexibility for how variations are achieved and reducing costs associated with structural adjustments.

The Commission could consider offering an alternative to the standards Façade variation requirements in LMC [§ 15-6.1-8](#), by allowing urban design integration that focuses on how the structure relates to the public realm and the surrounding environment rather than specific architectural styles. This approach would aim for elements typically found on human-scale buildings that add architectural interest without requiring alterations to the structural frame – thereby reducing construction costs. Under this review, the Planning Commission could approve proposals that omit structural Façade variations if the project has incorporated alternative design features. Recommended features include limiting maximum blank wall length, using building materials and horizontal/vertical elements to articulate scale, defining building entrances through massing, and incorporating projecting features like balconies, cornices, covered entries, or roofline variations (such as dormers, overhangs, gables, intermittent stepped roofs, or similar elements).

Refine Building Height Exceptions for Rooftop Equipment

The Challenge – The LMC allows for additional height above the 45-foot height for rooftop mechanical equipment and elevator shafts. Projects reviewed by the Planning Commission have included site designs that locate these height exceptions where most impactful and visible from the Right-of-Way.

The Opportunity – The code could be updated to require minimum rooftop mechanical equipment setback and screening requirements and to allow exceptions in the least visually impactful areas of the site from the public realm or adjoining properties.

Allow for Attainable Units

The Challenge – While the LMC provides regulatory mechanisms and incentives for low- to moderate-income housing (less than 80% AMI), it presently does not define or provide incentives for attainable housing (typically targeting workforce households earning between 80 & and 120% AMI).

The Opportunity – To address this missing tier, the Commission may consider recommending a tiered AMPD framework to include middle or attainable housing that meets targeted workforce housing incomes.

Allow Flexibility to Incentivize Small Infill Development

The Challenge – Affordable Housing Incentives in the AMPD code are geared toward larger developments with a minimum floor area of 20,000 square feet. This minimum threshold prevents smaller infill “missing middle” housing types like Duplexes, Triplexes, and Townhomes from qualifying for incentives and possibly limiting development of these types of building forms.

The Opportunity – To incentivize attainable infill development, the Commission may consider reducing the minimum residential square feet required to qualify for AMPD incentives.

Established Flexibility to Meet a Wider Range of AMI

The Challenge – LMC [§ 15-6.1-2](#) requires an AMPD to include at least 50% of its total project square footage as affordable units. This may limit deeply affordable units (30% AMI) and attainable units (up to 120% AMI).

The Opportunity – To encourage a broader mix of income levels, the Commission may consider introducing a sliding scale or average AMI.

Allow Increased Commercial Square Footage

The Challenge – AMPDs are limited to no more than 10,000 square feet of commercial, retail, office, public, or quasi-public uses (LMC [§ 15-6.1-3\(C\)](#)).

The Opportunity – Allow increased mixes of uses in appropriate Zoning Districts to allow flexibility for mixed-use projects that provide affordable units.

Clarify and Streamline the Process

The Challenge – Multi-Unit Dwellings in most Zoning Districts, including HRC, RD, RDM, RM, RC, GC, LI, and CT, require a Conditional Use Permit (CUP) reviewed by the Planning Commission. As a result, AMPD projects must undergo dual review for both an AMPD and a CUP. The goal of the AMPD code is to provide clear and predictable criteria regarding reduced Open Space, Setbacks, and parking, and increased Building Height, while the CUP evaluation establishes site-specific discretion regarding consideration of usable Open Space, building mass, bulk, and orientation, physical design and compatibility with surrounding structures in mass, scale, style, design, and architectural detailing, and location and amount of off-street parking.²⁶

The Opportunity – Update and align the AMPD and CUP criteria into a single, comprehensive review. The CUP criteria are generalized to multiple different land Use types with a wide range and are aimed at reducing reasonably anticipated detrimental impacts of certain Uses in established neighborhoods. Integrate non-duplicated relevant CUP findings directly into the AMPD process to provide clear expectations for staff, the Planning Commission, and Applicants that encourage higher-quality initial site plans and design submissions while reducing costly resubmission cycles.

²⁶ LMC [§ 15-1-10\(E\)](#)

Set Predictability for Parking Reductions

The Challenge – The [Affordable Master Planned Development Code Audit Report: Identifying Zoning and Housing Development Barriers](#) recommended clear and objective criteria for affordable development, including parking reductions. When the AMPD code was adopted, the Planning Commission recommended retaining discretion for parking reductions based on site-specific review criteria (LMC [§ 15-6.1-9](#)).

The Opportunity - Re-evaluate the parking section to establish clear triggers for parking reductions (for example, when a project is within 1/4-mile which has been shown to increase transit ridership).²⁷ There are also best practices like unbundled parking (where residents pay for parking spaces separate from the unit lease which reduces the demand for resident parking) and car shares that have been successfully implemented in regional affordable developments that allow for parking reductions while ensuring residents have access to a vehicle when needed.^{28,29}

QUESTIONS FOR THE PLANNING COMMISSION:

Is there support for exploring:

- ***Refined building setback requirements;***
- ***Flexibility in facade variation requirements;***
- ***Refined Building Height Exceptions for Mechanical Equipment and Elevator Shafts;***
- ***Allowing for attainable units;***
- ***Establishing flexibility to meet a wider range of AMI;***
- ***Allowing increased commercial square footage;***
- ***Clarifying and streamlining the process;***
- ***Setting predictability for parking reductions.***

Are there additional considerations the Planning Commission would like to explore regarding the AMPD code?

(II) There are opportunities to establish regulations for Single-Room Occupancy or dormitory-style seasonal workforce housing.

General Plan Strategy 2A is to continue to facilitate workforce housing in the City and increase incentives for employment centers to incorporate workforce housing in new developments.³⁰ A recommended action is to create land use regulations for seasonal workforce housing typologies like single-room occupancy or dormitory-style projects that

²⁷ Daniels, R., & Mulley, C. (2013). Explaining walking distance to public transport: The dominance of public transport supply. *Journal of Transport and Land Use*, 6(2), 5–20.
<http://www.jstor.org/stable/26202654>

²⁸ <https://www.planetizen.com/news/2018/06/98962-study-unbundle-parking-most-effective-transportation-demand-management>

²⁹ [The Impact of Carsharing on Household Vehicle Ownership](#), Elliot Martin and Susan A. Shaheen, Access, UC Berkeley, Spring 2011

³⁰ [General Plan](#) (p. 31).

reflect best practices, provide quality amenities for tenants, and are compatible in scale, massing, and design.³¹

The [Housing Resolution No. 12-2025](#) establishes the option for developers to satisfy inclusionary zoning requirements through construction of Single-Room Occupancy (SRO) and dormitory-style units and establishes standards for SROs. However, the LMC does not clarify which Zoning Districts these may be allowed in or establish required criteria. As a result, the Planning Commission may consider a recommendation to amend the LMC to identify the Zoning Districts where these may be constructed and the standards that must be satisfied for this type of housing.

The [Housing Resolution No. 12-2025](#) standards for these types of development include the following:

Definition for a Micro Unit: A unit that is between 250-600 square feet designed around a single room incorporating features of a living room, bedroom, dining room/kitchen, and bathroom.

Definition for Dormitory Unit: Living quarters designed for seasonal employees and meet standards defined in Section 9.D of this Resolution.

Definition for SRO: Living quarters designed for one person and meeting standards defined in Section 9.D of this Resolution.

Section 9.D – Single Room and Dormitory Unit Standards	
Occupancy:	Limited to 8 persons.
Net Livable Square Footage Per Person:	150 square feet.
Bathroom:	One full bathroom per four persons with a total area of at least 60 net square feet.
Common Kitchen:	Access to a common kitchen facility per Building Code.
Storage:	20 net square feet per person of enclosed storage within or adjacent to the unit.

Staff researched other communities and their approach to seasonal workforce housing:

South Lake Tahoe, CA

Their SRO program is regulated through the Building Regulations chapter of their Land

³¹ [General Plan](#) Action 2A (p.40).

Use Code and is aimed at facilitating the rehabilitation of hotels units into SRO that currently do not meet minimum building, housing, and property maintenance code standards and to convert these spaces into safe, habitable rental units for low-income persons.



Figure 5: Paradise Motel 953 Park Avenue, South Lake Tahoe, California. SRO property with 5 Units.

The code requires that properties with SRO units must obtain an SRO permit which includes a permit fee, an annual service fee, and a reinspection fee.

Telluride, CO

Telluride, Colorado defines a Boarding House as: “a building, or portion thereof, which is principally used to accommodate, for compensation, five or more boarders or roomers, not including members of the occupant’s immediate family who might be occupying such building.”

Boarding Houses are only permitted in the Affordable Housing West and the Public Purpose Zoning Districts. The parking requirement is reduced where two spaces are required for every three boarding house units.

Winter Park, CO

Dormitory building types are allowed as a Conditional Use. Winter Park allows dormitory buildings an additional eight feet of building height above the maximum permitted height for the respective zoning districts. Dormitories are also allowed a 50% reduction in the parking requirements. Reduced parking for SROs and dormitory buildings could be considered when these developments are within ¼ mile of transit and the developments provide amenities that support multi-modal transportation, like bike storage and e-bike charging facilities, on-site connections to multi-use pathways and trails, and connections to nearby transit facilities or enhancements to on-site transit facilities.

To support local seasonal workforce housing, the Planning Commission may consider the following standards, amendments, and framework for SRO developments:

Regulations:

Consistency with adopted [Housing Resolution No. 12-2025](#), specifically regarding:

- SRO definition and maximum occupancy thresholds.
- Minimum net livable square footage per occupant.
- Specific requirements for private or shared bathrooms, common kitchen facilities, and personal storage space.

New Development Zoning Districts:

Staff recommends evaluating newly constructed SRO developments through a CUP review, pursuant to LMC [§ 15-1-10](#). New Construction SRO could apply to certain Zoning Districts in the Resort Center, Bonanza Park, and Old Town neighborhoods that could include:

- Historic Recreation Commercial (HRC)
- Historic Commercial Business (HCB)
- Residential Development-Medium Density (RDM)
- Residential – Medium Density (RM)
- General Commercial (GC)
- Light Industrial (LI)
- Recreation Commercial (RC)

The General Plan identifies the Resort Center Mobility Hub and Infill area for redevelopment that provides seasonal and year-round workforce alternative housing.

Bonanza Park Small Area recommends expanding the overall availability of workforce housing and specifically targeting affordable solutions for seasonal workers.

Old Town offers close proximity to Park City Mountain Resort and Deer Valley Resort, alongside direct access to transit lines. Additionally, the recommended SRO amendments create a pathway to transition older motel and hotel properties into dedicated seasonal workforce housing as market demands evolve.

Adaptive Reuse of Existing Buildings Converted to SROs:

The Planning Commission may also consider allowing converted SROs through an Administrative Permit.³² This review path would apply specifically to older and existing Motels, Hotels, or nightly Rental condominium structures being converted into SROs. Existing Hotels, Motels, and Nightly Rentals have comparable land Use impacts with a similar intensity (transient occupancy, traffic, utility demands, and density). Converting existing structures to SROs generally generates comparable off-site impacts, and an Administrative review allows the Commission to recommend administrative review standards specific to SRO operations.

³² LMC [§ 15-1-8](#)

Further, incentivizing the adaptive reuse of existing buildings encourages the continued preservation of Structures that, while not designated Historic Sites, contribute to the neighborhood's overall historical fabric. Reusing existing building envelopes offers a sustainable alternative to redevelopment by reducing greenhouse gas emissions, diverting construction waste from landfills, and prolonging regional landfill capacity.³³

Parking Considerations:

The Planning Commission may consider parking reductions for future SRO developments evaluated against:

- Proximity and direct access to high-frequency transit.
- Provision of dedicated car-share programs.
- Project design that incorporates multi-modal transportation amenities.

QUESTIONS FOR THE PLANNING COMMISSION:

Is there support for exploring:

- ***LMC definitions for SROs/dormitory seasonal housing to match the Housing Resolution;***
- ***Limited Zoning Districts wherein SRO/dormitory seasonal housing may be well suited (Resort Center, Bonanza Park, Old Town);***
- ***LMC criteria for SROs/dormitory seasonal housing to match the Housing Resolution;***
- ***LMC amendments to allow for existing motel and nightly rental condominium conversion to SROs/dormitory seasonal housing as an Administrative Permit;***
- ***Potential small-scale SRO/dormitory seasonal housing LMC allowances;***
- ***Potential LMC exceptions to incentivize this type of housing like those in the AMPD code, including increased height, reduced setbacks, reduced open space;***
- ***LMC parking reductions for Zoning Districts when these developments are proximate to transit, use car share programs, and projects are designed to enhance multi-modal transportation options?***

Are there additional considerations the Planning Commission would like to explore regarding SROs/dormitory seasonal housing?

Public Input

Public input is attached as Exhibit B.

Exhibits

A: Stakeholder Discussions Summary

B: Public Input

³³ [Draft Summit County Save Our Space: Plan 2063](#)

Exhibit A: Stakeholder Discussions Summary

July 21 – August 26, 2026

The Planning and Housing teams interviewed local and regional affordable housing stakeholders, including developers, architects, and financial analysts with experience navigating affordable housing development in Park City and comparable communities. These discussions focused on evaluating the impacts of current regulations, practical requirements for project viability, lessons learned, and identifying opportunities to streamline the Affordable Master Planned Development Process.

The following summary highlights key feedback and policy considerations for the Planning Commission:

1. Process Streamlining

- **Predictability and Discretionary Review:** Lengthy entitlement timelines and discretionary requirements were seen to increase project costs and potentially kill projects. Many attendees expressed challenges related to the entitlement process and Planning Commission review and recommended incorporating objective criteria to increase review predictability.
- **Review Process Alignment:** A few noted the overlapping Affordable Master Planned Development (AMPD) and Conditional Use Permit (CUP) reviews create confusion and prolonged the review process. Clarifying the overall processes and creating a single-application process would improve efficiency.
- **Fee Waivers:** A few participants recommended clarifying the process for achieving fee waivers for affordable projects.
- **Conceptual Review:** Architects recommended establishing an early, high-level concept work session with the Planning Commission for input before full application submission to avoid costly re-designs.
- **Administrative Reviews:** To save on application costs and re-designs, some respondents noted that technical and objective plan elements like landscaping, outdoor lighting, and snow storage plans should be shifted to administrative review following Planning Commission approval of an AMPD.

2. Area Median Income (AMI) and Unit Mix:

- **Targeting AMI Ranges:** Some stated that project viability improves when a range of AMI is targeted; one example of this is where units are allocated at 60% AMI for single earners and 80% for double earners. Some noted lower demand or qualification hurdles relative to deeply affordable units (<80% AMI), suggesting

updated qualification criteria or adjusted income thresholds. One participant stated that an average AMI level for the project may be helpful. Developers noted that market-rate demand dropped and rents fell below market value in mixed-income developments where affordable units made up 40% or more of the total unit inventory.

- **Attainable Housing Demand:** Mixed feedback was received regarding higher-income attainable units (120%-150% AMI). Others emphasized that housing is urgently needed across all income levels.
- **Middle Housing:** Strong support was expressed for missing middle housing types (e.g., duplexes, triplexes, townhomes, and cottages) to bridge the gap between Single-Family Dwellings and larger Multi-Unit Dwellings.

3. Parking and Transportation Standards

- **By-Right Reductions:** One developer noted the required parking resulted in a development that was over-parked; in certain projects, providing the required parking was costly. Many participants stated that by-right parking reductions would improve the feasibility of an affordable project. Another stated that projects where parking reductions were approved are working well.
- **Car-Share and Micro-Mobility Integration:** Two developers found that incorporating car-share programs has demonstrated up to a 25% reduction in parking demand, and most car-share use was limited to the surrounding community (i.e. Salt Lake City). Allowing parking reductions for car-share integration in a project reduces development costs and reduces transportation costs for residents.
- **Traffic Impact Studies (TIS):** It was stated by one participant that Park City has the capacity to build affordable housing within walking distance to where people work, reducing commuter traffic and parking demand. Current Traffic Impact Studies do not account for the housing provided for the workforce who commute each day to work within City limits, thereby reducing corridor congestion.

4. Architectural and Massing Regulations

- **Building Stepbacks:** Feedback from many architects was that the required stepback between the 3rd and 4th story was challenging to meet because it creates complex and costly structural, electrical, and plumbing realignments. Stakeholders recommended flexible stepback standards tied to overall site setbacks and street widths, rather than rigid floor counts.
- **Façade Variation and Unit Uniformity:** Standardized, uniform unit layouts are critical for controlling construction costs. Flexible Façade variation ratios were recommended to replace rigid length requirements to prevent ‘box-like’ massing

without imposing costly structural adjustments. Feedback also included the recommendation that design guidelines should encourage integration with Park City's established resort context without mandating direct architectural mimicry.

- **Clarity on Building Height Exceptions:** Clarification is needed regarding building height exceptions for rooftop elements, such as parapet walls, stairway bulkheads, and solar panels used as screening and coverage for mechanical equipment to improve efficiency.

5. Zoning, Open Space, and Site Flexibility

- **Flexible Standards:** Multiple stakeholders stated greater flexibility is needed for open space, setbacks, and site layout requirements to accommodate irregular, steeply sloped, or constrained sites.
- **Usable Open Space:** Some noted that clearer guidelines would be helpful to define "meaningful open space," and meeting the required open space and parking requirements presented challenges when designing the site.

6. Project Feasibility and Financial Incentives:

- **Density and Scale Constraints:** High land and construction costs make affordable development financially unfeasible without City incentives. Low-Income Housing Tax Credit (LIHTC) projects generally require a minimum scale of 75-100 units to be viable.
- **Revenue Generation:** Allowing limited nightly rentals or mixed-income options within a development can generate necessary revenue to cross-subsidize affordable units. Expanded commercial space was noted as having minimal impact on overall housing viability.
- **Construction Innovation and Form-Based Code:** The latest housing construction methods, like modular construction, can lower total costs over time. Additionally, form-based design standards (how buildings and private spaces physically shape and relate to the public realm) enable projects to integrate additional affordable units while maintaining neighborhood character and avoiding the perception of over-density.

August 12, 2026
Park City Planning Commission
Park City Planning Director
Park City Municipal Corporation
445 Marsac Avenue
Park City, Utah 84060

Re: Recommended AMPD Code Amendments to Support Workforce Housing and Preserve Park City's Community Fabric

Dear Members of the Planning Commission, Planning Directo and Planning Staff,

I appreciate the City's ongoing work to evaluate and improve Park City's Affordable Master Planned Development (AMPD) provisions. I am writing to recommend targeted changes to the current AMPD code so that it becomes a practical, predictable, and effective tool for producing valuable workforce housing in Park City. The goal should be clear: encourage well-located, financially feasible housing that allows the people who support Park City every day to live within the community they help sustain.

Park City's own housing work recognizes the importance of affordable and workforce housing to community sustainability, and the City has identified a need for substantially more deed-restricted housing to support the local workforce. The AMPD process should be aligned with that need by reducing unnecessary uncertainty, supporting efficient design, and encouraging projects in locations close to jobs, services, schools, and transit.

Recommended Code Changes

1. **Make parking reductions predictable and available by right for appropriate workforce housing projects.** Parking requirements should be reduced as of right for AMPD projects located near transit, jobs, services, and schools. For in-town workforce housing, excessive parking requirements add significant cost and can undermine feasibility. A discretionary parking reduction process creates uncertainty at precisely the stage when predictability is most important. Projects designed around transit access and walkable services should not be required to carry parking burdens that conflict with the City's housing and transportation goals.
2. **Clarify the height exception to allow at least four stories where appropriate.** The AMPD code should clearly allow a practical four-story building form for qualifying workforce housing projects. A 45-foot limit, without adequate allowance for normal roof elements such as elevator overruns, stair access, and mechanical penetrations, is difficult to reconcile with mixed-use buildings that require a taller ground floor. It is also difficult to execute on sites with any slope, which is most sites in Park City. In high-cost resort communities, density is one of the most important tools for reducing per-unit costs and improving the feasibility of affordable housing.
3. **Reconsider step back requirements that materially reduce building efficiency.** Full perimeter step back requirements significantly increase construction costs, reduce usable building area, and jeopardize the feasibility of projects that depend on an efficient fourth story. While façade variation and architectural articulation can support good design, step backs should not be applied in a way that makes workforce housing financially impractical. The code should allow design flexibility that achieves an attractive public realm without sacrificing housing production. One simple modification would be to require building step backs only on public street facing building facades.

4. **Reduce process length and discretion to improve predictability.** The current process can require many Planning Commission meetings with extensive discretionary reviews which eliminate any reliable predictability of outcome. The level of design and financial commitment needed to apply for approval is substantial, and prolonged proceedings can impose significant carrying costs. In one recent project experience, extended Planning Commission review added nearly \$1.5 million in interest costs. Those costs ultimately work against the affordability the AMPD code is intended to produce.
5. **Preserve standards that work while removing barriers that do not.** Certain AMPD standards appear workable, including setbacks, open space, and the required number of affordable units. The City should preserve requirements that meaningfully advance community goals while revising provisions that add cost, reduce efficiency, or create uncertainty without a proportional public benefit.

Why These Changes Matter

Workforce housing succeeds when it is located near employment, transit, schools, services, and daily needs. Proximity reduces reliance on personal vehicles and lowers household transportation costs, which are often a major barrier to housing stability. Mixed-income, mixed-use, and LIHTC-supported projects can serve Park City's full-time workforce, but only if the code allows them to be designed and financed efficiently.

A stronger AMPD code can help Park City maintain its community fabric by making it possible for teachers, public safety workers, resort employees, service workers, nonprofit staff, tradespeople, artists, and other essential members of the workforce to live in the city. Housing policy is not only about units; it is about sustaining the people and relationships that make Park City a functioning, connected, and authentic community.

For these reasons, I respectfully encourage the Planning Department to amend the AMPD code to make qualifying workforce housing projects more predictable, more feasible, and more responsive to Park City's long-term housing and transportation goals. The code should incentivize the type of well-located housing that strengthens the community rather than unintentionally discouraging it through uncertainty, excessive cost, or impractical dimensional standards.

Thank you for your consideration and for your continued work on this important issue.

Sincerely,



Peter A. Tomai
Board President, Mountain Lands Community Housing Trust

From: Jaron Ehlers
Sent: Wednesday, August 12, 2026 2:03 PM
To: Nannette Larsen
Subject: FW: Feedback on AMPD Changes
Attachments: [2026.08.11 AMPD Analysis & Modifications.pdf](#)

Jaron Ehlers, AICP

He/They
Planner II
Park City Municipal Corporation
parkcity.gov
445 Marsac Avenue, PO Box 1480
Park City, UT 84060
o: 435.615.5058 | c: 435.699.8991 (texting only)

Out of the Office August 20-27, 2026

If you would like to meet in person, please schedule an appointment in advance.



Disclaimer: The Planning Department strives to give the best customer service possible and to respond to questions as accurately as possible based upon the information provided. However, answers given at the counter and/or prior to application are not binding and they are not a substitute for formal Final Action, which may only occur in response to a complete application to the Planning Department. Those relying on verbal input or preliminary written feedback do so at their own risk.

PLEASE NOTE THAT WE CANNOT RECEIVE EMAILS GREATER THAN 8 MB. FOR LARGE ATTACHMENTS, PLEASE SEND US A DROPBOX LINK

From: Jason Glidden <jason@housinghelp.org>
Sent: Wednesday, August 12, 2026 1:46 PM
To: John Frontero <john.frontero@parkcity.gov>; Christin VanDine <christin.VanDine@parkcity.gov>; Adam Strachan <adam.strachan@parkcity.gov>; Grant Tilson <grant.tilson@parkcity.gov>; Matthew Day <Matthew.Day@parkcity.gov>; Rick Shand <rick.shand@parkcity.gov>; Seth Beal <seth.beal@parkcity.gov>
Cc: Rebecca Ward <rebecca.ward@parkcity.gov>; Jaron Ehlers <jaron.ehlers@parkcity.gov>; P Tomai [REDACTED]
Subject: Feedback on AMPD Changes

Dear Planning Commission and Planning Staff,

I am thrilled to see that a discussion on possible modifications to the Affordable Master Planned Development (AMPD) standards. As someone that helped to write the original AMPD code, and someone that is now trying to use it to create affordable housing, I felt it was appropriate to provide some thoughts and insight on trying to utilize the code as currently written. When the AMPD code was created, there were good intentions in mind. The goal was to create code that incentivized the creation of affordable housing while trying to maintain appropriately designed projects that fit the surrounding neighborhood. This is a delicate balance because often these things can play against each other. As with

any new tool, sometimes it takes a little tweaking to get it to work right. One area that needs tweaking are the step back requirements currently in the code.

In recent years, we have watched several projects try to work with the current AMPD code. Some of these were city sponsored projects, others funded by some of the larger employers in the Park City area. Many of these projects tried to use the AMPD code and come to the same conclusion, the current AMPD code fails to provide the needed incentives to make affordable project work financially. At Mountainlands, we have studied the code and how it can affect project feasibility. I wanted to highlight a few points from our recent analysis regarding the current required step backs. I have provided a brief summary below as well as the attached document that helps to illustrate the issues.

Summary of Findings on Current Step Back Requirements

Issue #1 – The step backs have a meaningful impact on affordable housing production.

Our analysis demonstrates that the additional building height allowed under the AMPD is not simply a design preference, it directly affects the number of affordable homes that can be created. Requiring a 10-foot step back around the entire building significantly reduces the area of efficiently buildable space, which can significantly reduce the number of units that can be produced under the current requirements. The step back also reduces the number of units that can efficiently fit on a given level by approximately 50% in affected areas. This is due to units having to be rotated 90 degrees, placing their long dimension along the corridor. This creates less efficient floor plans and makes the floors above the underlying zone height substantially less productive.

The step-back requirement also materially increases construction costs. Because the roof structure can bear on the walls of the sideways units rather than aligning with the foundation walls below, significant structural load transfers are often required. These transfers increase the cost and complexity of the structure and can result in beams and columns being placed within the interior of units below rather than along the exterior façade. The increased costs and diminished efficiency, penalizes the project in the highly competitive LIHTC process as cost per unit is a significant scoring factor. In addition, the additional roof and wall intersections created by the step backs can provide more opportunities for water intrusion and long-term maintenance issues at roof/wall junctions.

Issue #2 – The proposed step back is intended to improve the transition in building scale but can actually create a more abrupt building transition in certain zones.

The intent of the AMPD code was to encourage the development of affordable housing by providing a pathway to a density bonus for projects in which more than 50% of the units are affordable. In exchange for providing a significant amount of affordable housing, the AMPD framework was intended to allow additional development capacity, including a fourth story and reductions in certain setbacks. However, the current step-back requirement can undermine that intent. As written, the required step back is measured from the underlying zoning height, which in some areas is less than the height necessary to construct an

efficient three-story multifamily building. The minimum height necessary for a three-story multifamily building is approximately 35 feet. Therefore, the street-fronting step back should occur at approximately 35 feet rather than at the underlying zone height when that height is below what is reasonably necessary to accommodate three stories.

The current AMPD standard allows building heights of up to 45 feet when a 10-foot step back is provided from the underlying zoning height. In the Residential Development District, for example, the underlying height is 28 feet. Strictly applying a 10-foot step-back requirement at 28 feet effectively requires the building to step back before reaching the height necessary to efficiently accommodate three stories. This can significantly reduce the efficiency of the building and, in some circumstances, may make a project financially infeasible as an AMPD development. It can also create the very visual condition the step-back requirement is intended to prevent. A 28-foot building height followed by a 10-foot step back and additional building height can result in an abrupt 17-foot change in elevation between portions of the building, rather than a gradual and visually appropriate transition in scale.

The objective should therefore be to preserve the intent of the AMPD—to incentivize substantial affordable housing production—while allowing the building to reach a height necessary to efficiently accommodate three stories before requiring a street-fronting step back. Establishing approximately 35 feet as the point at which the step back occurs would allow the code to maintain an appropriate transition in building scale without unnecessarily compromising the efficiency and financial feasibility of projects. This approach would better balance the City's goals of neighborhood compatibility, thoughtful building design, and the production of permanently affordable housing.

Potential Solutions

In trying to find the right balance between neighborhood character and housing opportunity, we recognize that building height is an important consideration, particularly in a residential neighborhood. Our intent is not to seek additional height simply for the sake of density. Rather, we are looking at how the site can accommodate substantially more affordable housing while using setbacks, façade variation, and site design to minimize the visual impact of the additional height.

Our suggestions would be:

- Only require step backs on street facing facades
- Allow all AMPD to go up to 35 feet before the required step back regardless of the zone

We would prefer to find a solution through the AMPD modification process that provides a clear and predictable framework for projects that will still work maintain neighborhood character, while achieving the City's broader affordable housing objectives. Ultimately, we believe the question should be how we can use the AMPD code as effectively as possible to create affordable housing while ensuring that the resulting development is thoughtfully

designed and appropriately integrated into the neighborhood. If the current AMPD standards are preserved, our analysis indicates that projects would likely need to pursue the approval through an MPD process and seek a building height variance, similar to the approach used for the Ski Rail project.

We appreciate the City's willingness to work on these modifications and allowing us to participate. We would welcome the opportunity to sit down with any of you and the planning staff to discuss the proposed modifications.

Thank you,



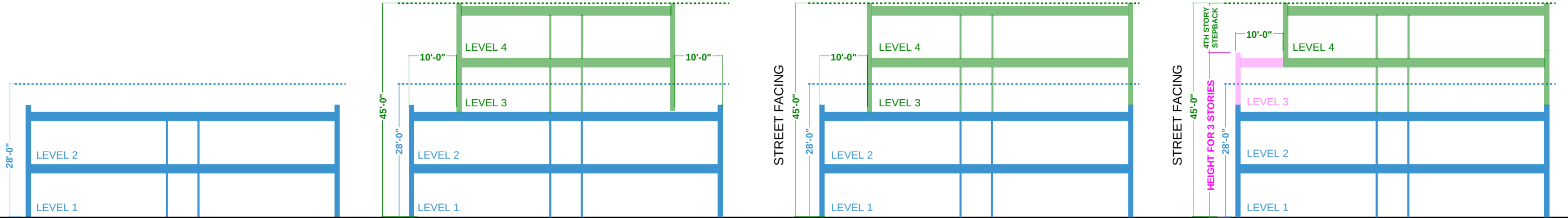
MOUNTAINLANDS
COMMUNITY HOUSING TRUST

Jason Glidden

Executive Director

[REDACTED]
[REDACTED]
[REDACTED]

[REDACTED]
Park City, UT 84060



RESIDENTIAL DEVELOPMENT DISTRICT (RD)

RESIDENTIAL DEVELOPMENT DISTRICT (RD)
WITH CURRENT AMPD

RD W/ PROPOSED AMPD
MODIFICATION #1

RD W/ PROPOSED AMPD
MODIFICATION #1 & #2

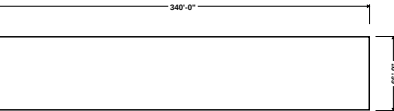
LMC Sec 15-2.13 Residential Development District
15-2.13-4 Building Height
No Structure shall be erected to a height greater than twenty-eight feet (28') from Existing Grade. This is the Zone Height.

LMC Sec 15-6 Master Planned Development
F. **BUILDING HEIGHT:** The Building Height requirements of the Zoning District in which a Master Planned Development is located shall apply, except that the Planning Commission may consider an increase in Building Height based upon a Site specific analysis.

*Note: To construct three (3) stories in RD, half of Level 1 would be constructed below grade.

UNIT COUNT ANALYSIS EXAMPLE

BASE BUILDING



UNIT MIX

- 1 BED 65%
- 2 BED 30%
- 3 BED 5%

LMC Sec 15-6.1 Affordable Master Planned Development
A. **BUILDING HEIGHT:** With the exception of the Historic Commercial Business Zoning District, Affordable Master Planned Development Building Height shall comply with the underlying Zoning District Building Height for the perimeter Building Faade planes. Building Height is forty-five feet (45') from Existing Grade when the following criteria are met:
1. The Building includes a ten foot (10') stepback on all perimeter Building Faade planes from the underlying Zoning District Building Height to the forty-five foot (45') Building Height;
2. Infrastructure is in place or can be updated to meet the increased demand; and
3. The Building complies with Building Faade variation requirements.

PROPOSED MODIFICATION #1
LMC Sec 15-6.1 Affordable Master Planned Development
A. **BUILDING HEIGHT:** With the exception of the Historic Commercial Business Zoning District, Affordable Master Planned Development Building Height shall comply with the underlying Zoning District Building Height for the perimeter Building Faade planes. Building Height is forty-five feet (45') from Existing Grade when the following criteria are met:
1. The Building includes a ten foot (10') stepback on ~~all perimeter~~ ^{street facing} Building Faade planes from the underlying Zoning District Building Height to the forty-five foot (45') Building Height;
2. Infrastructure is in place or can be updated to meet the increased demand; and
3. The Building complies with Building Faade variation requirements.

1. Stepbacks on street facing building facade planes maintains the presence of lower building heights while maximizing affordable housing opportunities internally on the site.

PROPOSED MODIFICATION #2
LMC Sec 15-6.1 Affordable Master Planned Development
A. **BUILDING HEIGHT:** With the exception of the Historic Commercial Business Zoning District, Affordable Master Planned Development Building Height shall comply with the underlying Zoning District Building Height for the perimeter Building Faade planes. Building Height is forty-five feet (45') from Existing Grade when the following criteria are met:
1. The Building includes a ten foot (10') stepback ^{at the fourth story} on ~~all perimeter~~ ^{street facing} Building Faade planes ~~from the underlying Zoning District Building Height to the forty-five foot (45') Building Height;~~
2. Infrastructure is in place or can be updated to meet the increased demand; and
3. The Building complies with Building Faade variation requirements.

1. Stepbacks on street facing building facade planes maintains the presence of lower building heights while maximizing affordable housing opportunities internally on the site.
2. The ten foot (10') stepback is successful as a gradual change in building elevation. In districts such as the Residential Zone District where the underlying Building Height is twenty-eight feet (28'), this not only minimizes opportunities for additional affordable units but creates an abrupt seventeen foot (17') elevation change on the building facade.

RESIDENTIAL DEVELOPMENT DISTRICT (RD)

LEVEL 2	23
LEVEL 1	23

TOTAL 46

RESIDENTIAL DEVELOPMENT DISTRICT (RD)
WITH CURRENT AMPD

LEVEL 4	15
LEVEL 3	15
LEVEL 2	23
LEVEL 1	23

TOTAL 76

RD W/ PROPOSED AMPD
MODIFICATION #1

LEVEL 4	19
LEVEL 3	19
LEVEL 2	23
LEVEL 1	23

TOTAL 84

RD W/ PROPOSED AMPD
MODIFICATION #1 & #2

LEVEL 4	19
LEVEL 3	23
LEVEL 2	23
LEVEL 1	23

TOTAL 88



Planning Commission Staff Report



Subject: Swimming Pools and Hot Tubs
Land Management Code Amendments
Application: PL-26-06833
Author: Alec Barton, Senior Planner
Date: September 30, 2026
Type of Item: Work Session

Recommendation

Review and provide input on proposed updates to the Land Management Code to define and clarify regulations for outdoor swimming pools and hot tubs.

Description

Applicant: Planning Department

Location: Citywide

Zoning Districts: Historic Residential-Low Density (HRL)
Historic Residential (HR-1 and HR-2)
Historic Residential-Medium Density (HRM)
Historic Recreation Commercial (HRC)
Historic Commercial Business (HCB)
Recreation and Open Space (ROS)
Rural Estate (E-40)
Estate (E)
Single Family (SF)
Residential (R-1)
Residential Development (RD)
Residential Development-Medium Density (RDM)
Residential-Medium Density (RM)
Recreation Commercial (RC)
Regional Commercial Overlay (RCO)
General Commercial (GC)
Light Industrial (LI)
Community Transition (CT)

Reason for Review: The Planning Commission reviews, conducts a public hearing, and forwards a recommendation to the City Council regarding Land Management Code Amendments.¹

CUP Conditional Use Permit
LMC Land Management Code

¹ LMC [§ 15-1-7\(B\)](#)

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

Summary

Staff currently rely on an internal interim policy to distinguish between swimming pools and hot tubs. The policy considers any water-bearing structure intended for recreational use with a surface area up to 120 square feet to be a hot tub; anything over 120 square feet to be a Private Recreation Facility.² Private Recreation Facilities, including swimming pools, require a Conditional Use Permit (CUP) from the Planning Commission while hot tubs do not and may be processed through a building permit.

The Challenge: The Land Management Code (LMC) does not define swimming pool or hot tub. The definition for Private Recreation Facilities provides no clear parameters for distinguishing between a swimming pool and hot tub or establishing a permitting threshold. As a result, there is an opportunity to clarify what type of permit is needed and whether a proposal should come before the Planning Commission for review and when staff can take final action. Furthermore, the LMC does not include specific criteria for the review of swimming pools and hot tubs.

The Opportunity: The LMC already requires a CUP for swimming pools but without specific criteria and includes limited requirements for hot tubs in some Zoning Districts. The LMC could be updated to limit the maximum size of swimming pools, clearly establish a threshold for CUP review of swimming pools, clarify parking requirements for swimming pools and screening requirements for hot tubs, and establish regulations for maintenance vehicles and swimming pool drainage plans.

Background

On March 5, 2009, the City Council adopted [Ordinance No. 09-10](#) amending several chapters of the LMC. As part of this update, the definition for Private Recreation Facilities was updated to include “pools” for the first time.

On April 28, 2022, the City Council adopted [Ordinance No. 2022-08](#), which further clarified the definition for Private Recreation Facilities:

Recreation Facilities, Private. Recreation facilities operated on private Property and not open to the general public, including Recreation Facilities ~~[typically associated with a homeowner or Condominium association,]~~ such as swimming pools, tennis courts, outdoor Pickleball Courts, playgrounds, spas, picnic Areas, and similar facilities for the Use by Owners and guests.

² LMC [§ 15-15-1](#) defines **Recreation Facilities, Private**: “Recreation facilities operated on private Property and not open to the general public, including Recreation Facilities such as swimming pools, tennis courts, outdoor Pickleball Courts, and similar facilities for the Use by Owners and guests.”

On March 11, 2026, the Planning Commission held a work session to review proposed amendments to the LMC regarding swimming pools and hot tubs. The Commission:

- Expressed that 72 square feet is an appropriate threshold for a CUP.
- Recommended clarifying that indoor swimming pools, regardless of size, are not subject to a CUP.
- Expressed that the CUP process is the appropriate way to address impacts including noise, visual impacts, and drainage requirements ([Meeting Packet](#), Item 5.C; [Minutes](#), p. 8).

At the Historic Preservation Celebration on May 8, 2026, and the Projects Open House on June 2, 2026, Planning staff sought input from community members regarding proposed amendments to the LMC impacting swimming pools and hot tubs. The community expressed general support for updates to the LMC with a preference for smaller swimming pools, citing concerns about water use.

On July 1, 2026, the Historic Preservation Board held a work session to review proposed amendments and provide input on regulations for swimming pools and hot tubs in Historic Districts. The Board:

- Recommended staff and the Commission evaluate the threshold for swimming pools and clarify whether hot tubs larger than 72 square feet require a CUP.
- Expressed support for Screening requirements for hot tubs in Historic Districts to limit visual impacts from the Right-of-Way.
- Recommended staff and the Commission evaluate noise requirements for hot tubs associated with a Nightly Rental ([Meeting Packet](#), Item 6.A; [Minutes](#), p. 1).

This item was scheduled for a work session on the Planning Commission's August 12, 2026, agenda ([Meeting Packet](#), Item 6.B). Because the meeting ran late, review was continued to a future date. Following publication of the August 12, 2026, staff report, staff received the following Commission comments and recommendations:

- Consider revising the definitions of swimming pool and hot tub.
- Review proposed rear and side setback requirements for pools and hot tubs.
- Consider unintended grade-based limitations on the development of pools in Old Town.

Analysis

Updates to the LMC could help distinguish between a swimming pool and hot tub, clarify when a CUP is required, and establish specific review criteria for outdoor swimming pools and hot tubs associated with a private residence. See the March 11, 2026, [Staff Report](#) for General Plan analysis and background research.

- (I) **Staff recommends updating LMC Chapter 15-15 *Defined Terms* to include definitions for *Outdoor Swimming Pool*, *Single Residential Unit* and *Hot Tub* and clarify the definition of *Private Recreation Facilities* to distinguish**

those associated with a private residence.

Outdoor Swimming Pool, Single Residential Unit

The defining characteristics of a swimming pool are surface area and depth of water. Staff proposes the following definition:

A permanent or semi-permanent outdoor structure associated with a private residence intended for recreational swimming or wading containing water with a depth of 24 inches or more and not exceeding a surface area of 800 square feet or 10 percent of the Lot area, whichever is less.

Establishing a maximum size for swimming pools accomplishes several purposes:

- Protects Park City's small-town feel and mountain community character by limiting large pools in residential neighborhoods.
- Supports the City's water preservation goals by reducing water demand for large pools.
- Supports the City's sustainability initiatives by reducing energy use.

In many neighborhoods, 10 percent of the Lot area is much greater than 800 square feet, so a cap on maximum square footage could help to limit the impacts of swimming pools on larger Lots.

Since 2024, all but one swimming pool approved with a CUP was smaller than 800 square feet:

Address	Square Feet
28 Payday Dr	480
41 Red Cloud Tr	1,984
25 Canyon Ct	180
3443 Meadows Dr	720
2656 Aspen Springs Dr	460
11343 Snow Top Rd	96
220 King Rd	243
7932 Red Tail Ct	320

800 square feet is equivalent to:

- Five standard parking spaces
- The restrooms at City Park
- The house at McPolin Farm
- The outdoor portion of the pool at Hotel Thyne

In Old Town, Lot sizes are much smaller. Limiting swimming pools to 10 percent of the Lot area could help to ensure Lots in Old Town are not dominated by large swimming pools. The graphic below illustrates the maximum possible size for a swimming pool on three typical Old Town Lots:

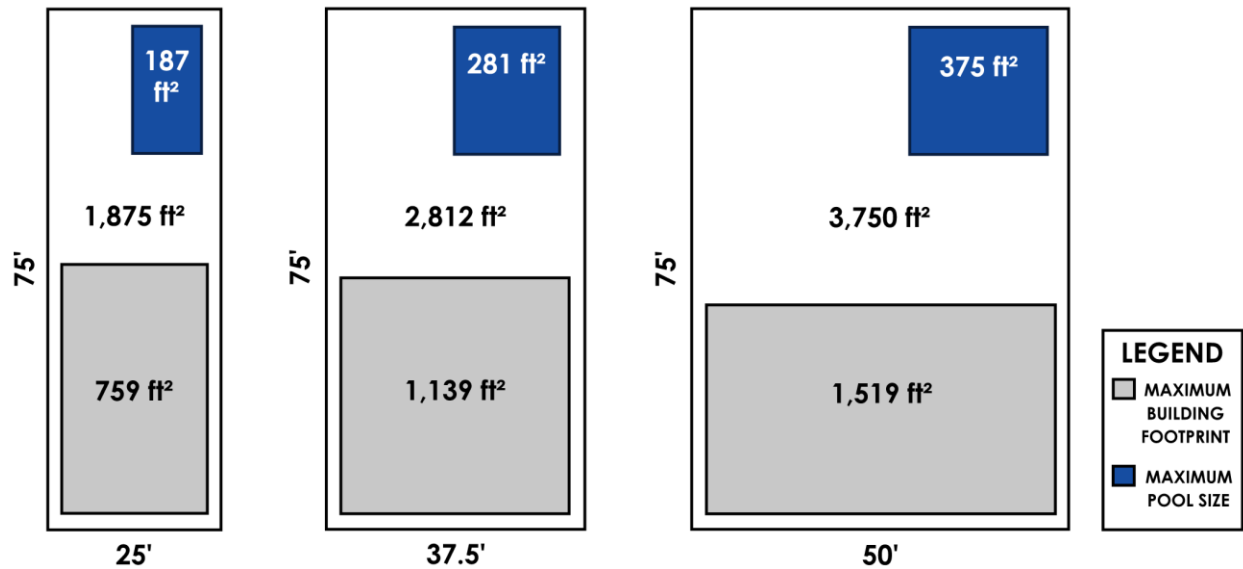


Figure 1. Three typical Old Town Lots, with the maximum Building Footprint shown in gray and the maximum swimming pool size shown in blue.

Hot Tubs

Staff proposes the following definition:

An outdoor accessory structure associated with a private residence containing water with a depth of 24 inches or more and a surface area of 72 square feet or less.

Staff consulted three major hot tub manufacturers to better understand common sizes for prefabricated tubs. The table below lists the surface area of small, medium, and large model hot tubs in square feet.

	Small	Medium	Large
Bullfrog	35	49	72
Jacuzzi	42	49	62
Caldera Spas	32-47	41-60	49-83

Staff researched building permits issued between 2019 and 2025 and identified 30 permits that included the size of the hot tub in the building plans. The actual number of permitted hot tubs in this period is much larger; because the size of a hot tub is not required with a building permit submittal, many plans omit this information. The table below summarizes staff's research:

	Number of permits	Average hot tub size	Largest hot tub size
Old Town	9	52.74 square feet	69.51 square feet
All other neighborhoods	21	57.01 square feet	84 square feet

Staff recommends limiting hot tubs to 72 square feet. This allows for the installation of most large model prefabricated hot tubs while supporting the City's goals of protecting community character and reducing water and energy use.

Private Recreation Facilities

Staff recommends updating the definition of Private Recreation Facilities for clarity:

Recreation Facilities operated on private Property and not open to the general public, including Recreation Facilities such as swimming pools located within private common area or with use limited to a defined owners' association, tennis courts, outdoor Pickleball Courts, and similar facilities for the Use by Owners and guests.

- (II) Staff recommends (a) evaluating the off-Street parking requirement for swimming pools maintained by an owners association, and (b) implementing no additional off-Street parking requirement for swimming pools and hot tubs associated with a private residence.**

The current parking requirement for a Private Recreation Facility is a minimum of 1 space per 4 persons maximum rated capacity.³ An 800-square-foot pool with a maximum rated capacity of 40 people would require 10 off-Street parking spaces. This parking requirement may be appropriate for swimming pools associated with a condominium project or neighborhood clubhouse where guests of the pool require additional parking.

The Planning Commission could evaluate:

- Whether clarifications to “maximum rated capacity” could help establish a clearer off-street parking requirement for swimming pools maintained by an owners association and other Private Recreation Facilities like tennis courts and outdoor pickleball courts.
- Whether the current off-street parking requirement for Private Recreation Facilities should be reduced.

Staff recommends no additional off-Street parking requirement for swimming pools and hot tubs. Under the proposed definitions, Swimming Pool and Hot Tub are Structures associated with a private residence, not with a condominium project or neighborhood clubhouse. Swimming Pools and Hot Tubs for residents and guests of a private residence are not expected to generate significant demand for off-Street parking.

LMC [§ 15-1-10\(E\)](#) states the Planning Commission must review and consider whether a proposed Conditional Use mitigates impacts and addresses the location and amount of off-Street parking, among other items. Staff recommends a requirement for a Swimming Pool associated with a private residence: maintenance vehicles servicing a residential

³ LMC [§ 15-3-6\(B\)](#)

swimming pool shall make use of the residence's required off-Street parking and shall not park within the Right-of-Way while performing maintenance.

(III) Staff recommends updating the LMC to clarify screening criteria for Hot Tubs.

Under the proposed LMC updates, Swimming Pools require a CUP. The Planning Commission evaluates whether a proposed Conditional Use mitigates visual impacts through fencing, Screening, and landscaping to separate the Use from adjoining Uses.⁴

The current LMC allows Screened hot tubs outside of Building Pads within the Historic Residential-Low Density (HRL) and Historic Residential (HR-1 and HR-2) Zoning Districts.⁵ LMC [§ 15-15-1](#) defines Screened:

The act, process, or result of visually and/or audibly shielding or obscuring a Structure or Use from adjacent Property by Fencing, walls, berms, densely planted vegetation or other landscaping features.

Hot tubs are allowed as Rear and Side Setback exceptions in a greater number of Historic and non-Historic Districts.⁶ Existing language about screening requirements for hot tubs in Rear and Side Yards is unclear:

8. Mechanical equipment (which must be screened), hot tubs, or similar Structures located at least three feet (3') from the Rear Lot Line.
10. Screened mechanical equipment, hot tubs, and similar Structures located a minimum of five feet (5') from the Side Lot Line.

Staff recommends clarifying that hot tubs within Rear or Side Setbacks are required to be Screened, as shown in the excerpt below:

~~[Screened]~~ Mechanical equipment, hot tubs, and similar Structures that are Screened and located at least five feet (5') from the Rear Lot Line.

The Planning Commission could evaluate whether Screening requirements for hot tubs outside of Rear and Side Setbacks, particularly within Historic Districts, should also apply.

⁴ LMC [§ 15-1-10\(E\)\(7\)](#)

⁵ LMC [§ 15-2.1-3\(D\)\(1\)](#), LMC [§ 15-2.2-3\(D\)\(1\)](#), LMC [§ 15-2.3-3\(D\)\(1\)](#),

⁶ LMC [§ 15-2.1-3\(H\)\(8\)](#), LMC [§ 15-2.1-3\(J\)\(11\)](#), LMC [§ 15-2.2-3\(H\)\(8\)](#), LMC [§ 15-2.2-3\(J\)\(11\)](#), LMC [§ 15-2.3-3\(H\)\(8\)](#), LMC [§ 15-2.3-3\(J\)\(11\)](#), LMC [§ 15-2.4-3\(G\)\(8\)](#), LMC [§ 15-2.4-3\(I\)\(10\)](#), LMC [§ 15-2.5-3\(D\)\(9\)](#), LMC [§ 15-2.5-3\(F\)\(12\)](#), LMC [§ 15-2.10-3\(E\)\(8\)](#), LMC [§ 15-2.10-3\(F\)\(10\)](#), LMC [§ 15-2.11-3\(E\)\(8\)](#), LMC [§ 15-2.11-3\(G\)\(10\)](#), LMC [§ 15-2.12-3\(E\)\(7\)](#), LMC [§ 15-2.12-3\(G\)\(10\)](#), LMC [§ 15-2.13-3\(E\)\(8\)](#), LMC [§ 15-2.13-3\(G\)\(10\)](#), LMC [§ 15-2.14-3\(F\)\(8\)](#), LMC [§ 15-2.14-3\(H\)\(10\)](#), LMC [§ 15-2.15-3\(F\)\(8\)](#), LMC [§ 15-2.15-3\(H\)\(10\)](#), LMC [§ 15-2.16-3\(F\)\(8\)](#), LMC [§ 15-2.16-3\(H\)\(10\)](#), LMC [§ 15-2.18-3\(D\)\(7\)](#), LMC [§ 15-2.18-3\(F\)\(10\)](#), LMC [§ 15-2.19-5\(F\)\(7\)](#), LMC [§ 15-2.19-5\(H\)\(10\)](#)

(IV) The Planning Commission could consider additional criteria for swimming pools related to drainage.

Snyderville Basin Water Reclamation District (SBWRD) prohibits drainage of swimming pools and hot tubs into storm or sanitary sewers. SBWRD recommends a condition of approval for swimming pools: "There shall be no connections from the pool drain into a sanitary sewer, interior plumbing that leads to the sewer lateral, or the lateral itself. Draining the pool into a sanitary or storm sewer is prohibited."

Staff requests that the Planning Commission please provide input:

***Does the Planning Commission find that swimming pools and hot tubs associated with a private residence do not require additional off-street parking?
Does the Commission recommend reducing off-street parking requirements for Private Recreation Facilities?***

Does the Planning Commission find that recommended updates to the LMC clarify screening requirements for hot tubs within Rear and Side Setbacks?

Are additional review criteria needed for swimming pools and hot tubs?

Department Review

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

Ordinance No. 2026-XX

**AN ORDINANCE AMENDING LAND MANAGEMENT CODE SECTION 15-1-10
CONDITIONAL USE REVIEW PROCESS, CHAPTERS 15-2.1 HISTORIC
RESIDENTIAL-LOW DENSITY (HRL) DISTRICT, 15-2.2 HISTORIC RESIDENTIAL
(HR-1) DISTRICT, 15-2.3 HISTORIC RESIDENTIAL (HR-2) DISTRICT, 15-
2.4 HISTORIC RESIDENTIAL-MEDIUM DENSITY (HRM) DISTRICT, 15-2.5 HISTORIC
RECREATION COMMERCIAL (HRC) DISTRICT, 15-2.6 HISTORIC COMMERCIAL
BUSINESS (HCB) DISTRICT, 15-2.7 RECREATION AND OPEN SPACE (ROS)
DISTRICT, 15-2.9 RURAL ESTATE (E-40) DISTRICT, 15-2.10 ESTATE (E) DISTRICT,
15-2.11 SINGLE FAMILY (SF) DISTRICT, 15-2.12 RESIDENTIAL (R-1) DISTRICT, 15-
2.13 RESIDENTIAL DEVELOPMENT (RD) DISTRICT, 15-2.14 RESIDENTIAL
DEVELOPMENT-MEDIUM DENSITY (RDM) DISTRICT, 15-2.15 RESIDENTIAL-
MEDIUM DENSITY (RM) DISTRICT, 15-2.16 RECREATION COMMERCIAL (RC)
DISTRICT, 15-2.17 REGIONAL COMMERCIAL OVERLAY (RCO) DISTRICT, 15-
2.18 GENERAL COMMERCIAL (GC) DISTRICT, 15-2.19 LIGHT INDUSTRIAL (LI)
DISTRICT, 15-2.23 COMMUNITY TRANSITION (CT) DISTRICT, SECTION 15-3-
6 PARKING RATIO REQUIREMENT FOR SPECIFIC LAND USE CATEGORIES,
CHAPTER 15-15 DEFINED TERMS, AND A NEW CODE SECTION 15-4-
26 SWIMMING POOLS AND HOT TUBS TO DEFINE AND CLARIFY REGULATIONS
FOR OUTDOOR SWIMMING POOLS AND HOT TUBS ASSOCIATED WITH A
SINGLE RESIDENTIAL UNIT.**

WHEREAS, the Mission Statement of the Park City General Plan states that “Park City is a mountain community that preserves our small-town feel, unique character and history, natural environment, open space, and world-class recreation;”

WHEREAS, Community Character and Water and Open Space Preservation are themes of the General Plan;

WHEREAS, the Land Management Code implements the goals and policies of the General Plan in part to promote the health, safety, and welfare of the present and future inhabitants, to protect and enhance the vitality of the City’s resort-based economy, and to protect the Small Town experience;

WHEREAS, updates to the Land Management Code are needed to define and clarify regulations for outdoor swimming pools and hot tubs associated with a single residential unit and to establish requirements for screening, drainage, maintenance, and off-street parking;

WHEREAS, on _____, 2026, the Planning Commission conducted a duly noticed public hearing;

WHEREAS, on _____, 2026, the Planning Commission forwarded a _____ recommendation for City Council's consideration;

WHEREAS, on _____, 2026, the City Council conducted a duly noticed public hearing;

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

SECTION 1. AMEND MUNICIPAL CODE OF PARK CITY LAND MANAGEMENT CODE

TITLE 15. Municipal Code of Park City Title 15 Land Management Code § 15-1-10, Chapters 15-2.1, 15-2.2, 15-2.3, 15-2.4, 15-2.5, 15-2.6, 15-2.7, 15-2.9, 15-2.10, 15-2.11, 15-2.12, 15-2.13, 15-2.14, 15-2.15, 15-2.16, 15-2.17, 15-2.18, 15-2.19, 15-2.23, § 15-3-6, Chapter 15-15, and §15-4-26 are amended as outlined in Attachment 1.

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

PASSED AND ADOPTED THIS ____ Day of ____ 2026.

PARK CITY MUNICIPAL CORPORATION

Ryan Dickey, Mayor

Attest:

City Recorder

Approved as to form:

City Attorney's Office

DRAFT

ATTACHMENT 1

15-2.1-2 Uses

B. CONDITIONAL USES.

13. Temporary Structures, excluding yurts.¹¹

14. Outdoor Swimming Pool, Single Residential Unit

15-2.1-3 Lot And Site Requirements

H. REAR SETBACK EXCEPTIONS. The Rear Setback must be open and free of any Structure except:

7. A Hard-Surfaced Parking Area subject to the same location requirements as a Detached Accessory Building.

8. Mechanical equipment ~~[(which must be screened)]~~, hot tubs, or similar Structures that are Screened and located at least three feet (3') from the Rear Lot Line.

9. Fences, walls, and retaining walls as permitted in Section 15-4-2 Fences and Retaining Walls.

J. SIDE SETBACK EXCEPTIONS. The Side Setback must be open and free of any Structure except:

11. Mechanical equipment [~~(which must be screened)~~], hot tubs, or similar Structures that are Screened and located at least three feet (3') from the Side Lot Line.

15-2.2-2 Uses

B. CONDITIONAL USES.

19. Temporary Structures, excluding yurts.¹²

20. Outdoor Swimming Pool, Single Residential Unit

15-2.2-3 Lot And Site Requirements

H. REAR SETBACK EXCEPTIONS. The Rear Setback must be open and free of any Structure except:

7. A Hard-Surfaced Parking Area subject to the same location requirements as a Detached Accessory Building.

8. Mechanical equipment [~~(which must be screened)~~], hot tubs, or similar Structures that are Screened and located at least three feet (3') from the Rear Lot Line.

9. Fences, walls, and retaining walls as permitted in Section 15-4-2, Fences and Retaining Walls.

46 ...

47 J. **SIDE SETBACK EXCEPTIONS.** The Side Setback must be open and free of any
48 Structure except:

49 ...

50 11. Mechanical equipment [~~(which must be screened)~~], hot tubs, or similar Structures
51 that are Screened and located at least three feet (3') from the Side Lot Line.

52 ...

53 **15-2.3-2 Uses**

54 ...

55 B. **CONDITIONAL USES.**

56 ...

57 27. Temporary Structures, excluding yurts.¹⁴

58 28. Outdoor Swimming Pool, Single Residential Unit

59 ...

60 **15-2.3-3 Lot And Site Requirements**

61 ...

62 H. **REAR SETBACK EXCEPTIONS.** The Rear Setback must be open and free of
63 any Structure except:

64 ...

7. A Hard-Surfaced Parking Area subject to the same location requirements as a detached Accessory Building.

8. Mechanical equipment ~~[(which must be screened)]~~, hot tubs, or similar Structures that are Screened and located at least three feet (3') from the Rear Lot Line.

9. Fences, walls, and retaining walls as permitted in Section 15-4-2, Fences and Retaining Walls.

...

J. **SIDE SETBACK EXCEPTIONS.** The Side Setback must be open and free of any Structure except:

...

11. Mechanical equipment ~~[(which must be screened)]~~, hot tubs, or similar Structures that are Screened and located at least three feet (3') from the Side Lot Line.

...

15-2.4-2 Uses

...

B. CONDITIONAL USES.

...

24. Temporary Structures, excluding yurts.¹³

25. Outdoor Swimming Pool, Single Residential Unit

...

15-2.4-3 Lot And Site Requirements

...

G. **REAR SETBACK EXCEPTIONS.** The Rear Setback must be open and free of any Structure except:

...

7. A Hard-Surfaced Parking Area subject to the same location requirements as a detached Accessory Building.

8. Mechanical equipment [~~(which must be screened)~~], hot tubs, or similar Structures that are Screened and located at least three feet (3') from the Rear Lot Line.

9. Fences, walls, and retaining walls not over six feet (6') in height, or as permitted in Section 15-4-2, Fences and Retaining Walls.

...

I. **SIDE SETBACK EXCEPTIONS.** The Side Setback must be open and free of any Structure except:

...

9. Pathways and steps connecting to a City staircase or pathway.

10. Mechanical equipment [~~(which must be screened)~~], hot tubs, or similar Structures that are Screened and located at least three feet (3') from the Side Lot Line.

...

15-2.5-2 Uses

105 ...

106 B. **CONDITIONAL USES.**^{9, 10}

107 ...

108 33. Temporary Structures, excluding yurts.¹³

109 34. Outdoor Swimming Pool, Single Residential Unit

110 ...

111 **15-2.5-3 Lot And Site Requirements**

112 D. **REAR SETBACK EXCEPTIONS.** The Rear Setback must be open and free of
113 any Structure except:

114 ...

115 8. A Hard-Surfaced Parking Area subject to the same location requirements as a
116 detached Accessory Building.

117 9. ~~[Screened]~~ mMechanical equipment, hot tubs, and similar Structures that are
118 Screened and located at least five feet (5') from the Rear Lot Line.

119 10. Fences, walls, and retaining walls as permitted in Section 15-4-2.

120 ...

121 F. **SIDE SETBACK EXCEPTIONS.** The Side Setback must be open and free of any
122 Structure except:

123 ...

124 11. A covered arcade between projects provided that the highest point of the
125 arcade is not more than fifteen feet (15') above the elevation of the walk.

126 12. Mechanical equipment [~~(which must be screened)~~], hot tubs, or similar
127 Structures, that are Screened and located at least three feet (3') from the
128 Side Lot Line.

129 ...

130 **15-2.6-2 Uses**

131 ...

132 B. **CONDITIONAL USES.**^{10, 11}

133 ...

134 26. Temporary Structures, excluding yurts.¹⁴

135 27. Outdoor Swimming Pool, Single Residential Unit

136 ...

137 **15-2.7-2 Uses**

138 ...

139 C. **CONDITIONAL USES.**

140 ...

141 26. Small Wind Energy Systems

142 27. Outdoor Swimming Pool, Single Residential Unit

143 ...

144 **15-2.9-2 Uses**

145 ...

146 B. **CONDITIONAL USES.**

147 ...

148 22. Vehicle Control Gates⁸

149 23. Outdoor Swimming Pool, Single Residential Unit

150 ...

151 **15-2.10-2 Uses**

152 ...

153 B. **CONDITIONAL USES.**

154 ...

155 25. Support Retail and Minor Service Commercial¹¹

156 26. Outdoor Swimming Pool, Single Residential Unit

157 ...

158 **15-2.10-3 Lot And Site Requirements**

159 ...

160 E. **REAR SETBACK EXCEPTIONS.** The required Rear Setback must be open and
161 free of any Structure except for the following:

162 ...

7. Hard- Surfaced Parking Areas subject to the same location requirements as a detached Accessory Building.
8. ~~Screened~~ mMechanical equipment, hot tubs, and similar Structures that are Screened and located at least five feet (5') from the Rear Lot Line.
9. Fences, walls and retaining walls, not more than six feet (6') in height, or as permitted in Section 15-4-2 Fences and Walls. A retaining wall may have multiple steps; however, each exposed face cannot exceed six feet (6') in height and the horizontal distance between the walls, front face to rear face, must be at least three feet (3') and planted with approved vegetation. The Planning Director may approve minor deviations to the height and stepping requirements based on Site specific review.¹

...

- F. **SIDE SETBACK EXCEPTIONS.** The required Side Setback must be open and free of any Structure except:

...

9. Detached Accessory Building not greater than eighteen feet (18') in height located a minimum of five feet (5') behind the front facade of the Main Building and maintaining a minimum Side Setback of five feet (5').
10. ~~Screened~~ mMechanical equipment, hot tubs, and similar Structures that are Screened and located a minimum of five feet (5') from the Side Lot Line.

...

15-2.11-2 Uses

185 ...

186 B. **CONDITIONAL USES.**

187 ...

188 14. Fences greater than six feet (6') in height from Final Grade⁹

189 15. Outdoor Swimming Pool, Single Residential Unit

190 ...

191 **15-2.11-3 Lot And Site Requirements**

192 ...

193 E. **REAR SETBACK EXCEPTIONS.** The Rear Setback must be open and free of
194 any Structure except:

195 ...

196 7. Hard-Surfaced Parking Areas subject to the same location requirements as
197 detached Accessory Buildings.

198 8. ~~[Screened]~~ mMechanical equipment, hot tubs, and similar Structures that are
199 Screened and located at least five feet (5') from the Rear Lot Line.

200 9. Fences, walls, and retaining walls not more than six feet (6') in height, or as
201 permitted in Section 15-4-2. Retaining walls may have multiple steps, however,
202 each exposed face cannot exceed six feet (6') in height and the horizontal
203 distance between the walls, front face to rear face, must be at least three feet (3')
204 and planted with approved vegetation. The Planning Director may approve minor

deviations to the height and stepping requirements based on Site specific review.¹

...

G. **SIDE SETBACK EXCEPTIONS.** The Side Setback must be open and free of any Structure except:

...

9. Detached Accessory Building not more than eighteen feet (18') in height located a minimum of five feet (5') behind the front facade of the Main Building, and maintaining a minimum Side Setback of five feet (5').

10. ~~Screened~~ mechanical equipment, hot tubs, and similar Structures that are Screened and located a minimum of five feet (5') from the Side Lot Line.

...

15-2.12-2 Uses

...

B. **CONDITIONAL USES.**

...

15. Residential and transient lodging Uses¹⁰

16. Outdoor Swimming Pool, Single Residential Unit

...

15-2.12-3 Lot And Site Requirements

225 ...

226 E. **REAR SETBACK EXCEPTIONS.** The Rear Setback must be open and free of
227 any Structure except:

228 ...

229 7. [Screened] ~~m~~Mechanical equipment, hot tubs, and similar Structures that are
230 Screened and located at least five feet (5') from the Rear Lot Line.

231 ...

232 G. **SIDE SETBACK EXCEPTIONS.** The Side Setback must be open and free of any
233 Structure except:

234 ...

235 9. Paths and steps connecting to a City stairway or path.

236 10. [Screened] ~~m~~Mechanical equipment, hot tubs, and similar Structures that are
237 Screened and located a minimum of five feet (5') from the Side Lot Line.

238 ...

239 **15-2.13-2 Uses**

240 ...

241 B. **CONDITIONAL USES.**

242 ...

243 43. Club, Private Residence Off-Site¹⁵

244 44. Outdoor Swimming Pool, Single Residential Unit

245 ...

246 **15-2.13-3 Lot And Site Requirements**

247 ...

248 E. **REAR SETBACK EXCEPTIONS.** The Rear Setback must be open and free of
249 any Structure except:

250 ...

251 7. Hard-Surfaced Parking Areas subject to the same location requirements as
252 detached Accessory Buildings.

253 8. ~~Screened~~ mMechanical equipment, hot tubs, and similar Structures that are
254 Screened and located at least five feet (5') from the Rear Lot Line.

255 9. Fences, walls, and retaining walls not more than six feet (6') in height. A retaining
256 walls may have multiple steps, however, each exposed face cannot exceed six
257 feet (6') in height and the horizontal distance between the walls, front face to rear
258 face, must be at least three feet (3') and planted with approved vegetation. The
259 Planning Director may approve minor deviations to the height and stepping
260 requirements based on Site specific review.¹

261 ...

262 G. **SIDE SETBACK EXCEPTIONS.** The Side Setback must be open and free of any
263 Structure except:

264 ...

9. Detached Accessory Building not more than eighteen feet (18') in height, located a minimum of five feet (5') behind the front facade of the Main Building and maintaining a minimum Side Setback of five feet (5').

10. ~~Screened~~ Mechanical equipment, hot tubs, and similar Structures that are Screened and located at least five feet (5') from the Side Lot Line.

...

15-2.14-2 Uses

...

B. CONDITIONAL USES.

...

39. Salt Lake City 2002 Winter Olympic Games Olympic Legacy Displays¹³

40. Outdoor Swimming Pool, Single Residential Unit

...

15-2.14-3 Lot And Site Requirements

...

F. REAR SETBACK EXCEPTIONS. The Rear Setback must be open and free of any Structure except:

...

7. Hard-Surfaced Parking Areas subject to the same location requirements as a detached Accessory Building.

8. ~~[Screened]~~ ~~m~~Mechanical equipment, hot tubs, and similar Structures that are Screened and located at least five feet (5') from the Rear Lot Line.
9. Fences, walls, and retaining walls not more than six feet (6') in height, or as permitted in Section 15-4-2. Retaining walls may have multiple steps, however, each exposed face cannot exceed six feet (6') in height and the horizontal distance between the walls, front face to rear face, must be at least three feet (3') and planted with approved vegetation. The ~~[Community Development]~~ Planning Director may approve minor deviations to the height and stepping requirements based on Site specific review.¹

H. **SIDE SETBACK EXCEPTIONS.** The Side Setback must be open and free of any Structure except:

9. Detached Accessory Buildings not more than eighteen feet (18') in height, located a minimum of five feet (5') behind the front façade of the Main Building and maintaining a minimum Side Setback of five feet (5').

10. ~~[Screened]~~ ~~m~~Mechanical equipment, hot tubs, and similar Structures that are Screened and located a minimum of five feet (5') from the Side Lot Line.

15-2.15-2 Uses

306 ...

307 B. **CONDITIONAL USES.**

308 ...

309 16. Residential and transient lodging Uses⁷

310 17. Outdoor Swimming Pool, Single Residential Unit

311 ...

312 **15-2.15-3 Lot And Site Requirements**

313 ...

314 F. **REAR SETBACK EXCEPTIONS.** The Rear Setback must be open and free of
315 any Structure except:

316 ...

317 7. Hard-Surfaced Parking Areas subject to the same location requirements as a
318 detached Accessory Building.

319 8. ~~[Screened]~~ mMechanical equipment, hot tubs, and similar Structures that are
320 Screened and located at least five feet (5') from the Rear Lot Line.

321 9. Fences, walls, and retaining walls not more than six feet (6') in height, or as
322 permitted in Section 15-4-2. Retaining walls may have multiple steps, however,
323 each exposed face cannot exceed six feet (6') in height and the horizontal
324 distance between the walls, front face to rear face, must be at least three feet (3')
325 and planted with approved vegetation. The Planning Director may approve minor

deviations to the height and stepping requirements based on Site specific review.¹

...

H. **SIDE SETBACK EXCEPTIONS.** The Side Setback must be open and free of any Structure except:

...

9. Paths, patios, and steps connecting to a City stairway or path.

10. [Screened] mMechanical equipment, hot tubs, and similar Structures that are Screened and located a minimum of five feet (5') from the Side Lot Line.

...

15-2.16-2 Uses

...

B. CONDITIONAL USES.

...

37. Club, Private Residence Off-Site¹¹

38. Outdoor Swimming Pool, Single Residential Unit

...

15-2.16-3 Lot And Site Requirements

...

F. **REAR SETBACK EXCEPTIONS.** The Rear Setback must be open and free of any Structure except:

...

7. Hard-Surfaced Parking Areas subject to the same location requirements as a detached Accessory Building.

8. Mechanical equipment [~~(which must be screened)~~], hot tubs, or similar Structures that are Screened and located at least three feet (3') from the Rear Lot Line.

9. Fences, walls, and retaining walls not more than six feet (6') in height, or as permitted in Section 15-4-2. Retaining walls may have multiple steps, however, each exposed face cannot exceed six feet (6') in height and the horizontal distance between the walls, front face to rear face, must be at least three feet (3') and planted with approved vegetation. The Planning Director may approve minor deviations to the height and stepping requirements based on Site specific review.

...

H. **SIDE SETBACK EXCEPTIONS.** The Side Setback must be open and free of any Structure except:

...

9. Detached Accessory Buildings not more than eighteen feet (18') in height, located a minimum of five feet (5') behind the front facade of the Main Building and maintaining a minimum Side Setback of five feet (5').

10. Mechanical equipment [~~(which must be screened)~~], hot tubs, or similar Structures that are Screened and located at least three feet (3') from the Side Lot Line.

367 ...

368 **15-2.17-2 Uses**

369 ...

370 B. **CONDITIONAL USES.**

371 ...

372 44. Salt Lake City 2002 Winter Olympic Games Olympic Legacy Displays¹⁰

373 45. Outdoor Swimming Pool, Single Residential Unit

374 ...

375 **15-2.18-2 Uses**

376 ...

377 B. **CONDITIONAL USES.**

378 ...

379 40. Commercial, Resort Support

380 41. Outdoor Swimming Pool, Single Residential Unit

381 ...

382 **15-2.18-3 Lot And Site Requirements**

383 ...

384 D. **REAR SETBACK EXCEPTIONS.** The Rear Setback must be open and free of
385 any Structure except:

386 ...

387 6. Hard-Surfaced Parking Areas subject to the same location requirements as a
388 detached Accessory Buildings and meeting all landscaping requirements stated
389 in Section 15-3-3.

390 7. ~~[Screened]~~ mMechanical equipment, hot tubs, and similar Structures that are
391 Screened and located at least five feet (5') from the Rear Lot Line.

392 8. Fences, walls, and retaining walls not more than six feet (6') in height, or as
393 permitted in Section 15-4-2. Retaining walls may have multiple steps, however,
394 each exposed face cannot exceed six feet (6') in height and the horizontal
395 distance between the walls, front face to rear face, must be at least three feet (3')
396 and planted with approved vegetation. The Planning Director may approve minor
397 deviations to the height and stepping requirements based on Site specific review.

398 ...

399 F. **SIDE SETBACK EXCEPTIONS.** The Side Setback must be open and free of any
400 Structure except:

401 ...

402 9. Paths and steps connecting to a City stairway, trail, or path.

403 10. ~~[Screened]~~ mMechanical equipment, hot tubs, and similar Structures that are
404 Screened and located at least five feet (5') from the Side Lot Line.

405 ...

406 **15-2.19-2 Uses**

407 ...

408 B. **CONDITIONAL USES.**

409 ...

410 45. Commercial, Resort Support

411 46. Outdoor Swimming Pool, Single Residential Unit

412 ...

413 **15-2.19-5 Lot And Site Requirements**

414 ...

415 F. **REAR SETBACK EXCEPTIONS.** The Rear Setback must be open and free of any
416 Structure except:

417 ...

418 6. Hard-Surfaced Parking Areas subject to the same location requirements a
419 detached Accessory Building and meeting all landscaping requirements stated in
420 LMC Chapter 15-3-3 and Title 14.

421 7. ~~[Screened]~~ mMechanical equipment, hot tubs, and similar Structures that are
422 Screened and located at least five feet (5') from the Rear Lot Line.

423 8. Fences, walls, and retaining walls not more than six feet (6') in height, or as
424 permitted in Section 15-4-2. Retaining walls may have multiple steps, however,
425 each exposed face cannot exceed six feet (6') in height and the horizontal
426 distance between the walls, front face to rear face, must be at least three feet (3')
427 and planted with approved vegetation. The Planning Director may approve minor

deviations to the height and stepping requirements based on Site specific review.¹

...

H. **SIDE SETBACK EXCEPTIONS.** The Side Setback must be open and free of any Structure except:

...

9. Paths and steps connecting to a City stairway, trail, or path.

10. [Screened] mMechanical equipment, hot tubs, and similar Structures that are Screened and located a minimum of five feet (5') from the Side Lot Line.

...

15-2.23-2 Uses

...

C. CONDITIONAL USES.

...

27. Small Energy Wind Systems

28. Outdoor Swimming Pool, Single Residential Unit

15-3-6 Parking Ratio Requirements For Specific Land Use Categories

...

B. **NON-RESIDENTIAL USES.** In non-residential projects, or for non-residential space associated with primarily residential Structures, the following parking

448 requirements shall apply. Also refer to LMC 15-15, Definitions, for clarification of
 449 Uses.

NON-RESIDENTIAL PARKING RATIO REQUIREMENTS	
USES	PARKING RATIO REQUIREMENTS (NUMBER SPACES)
Group Care Facility	1 per 2 bedrooms plus 1 per employee per shift, or 2 per 3 employees per shift, whichever is greater
Child Care Center	See parking requirements outlined in Section 15-4-9
Public and Quasi-Public Institution, church and school; Public Utility Uses; and Cemetery	1 space per 5 seats, or 2 spaces per 3 employees, or 1 space per 1,000 sf of floor Area, whichever is greater
Auditorium and Assembly Hall	1 space per every 5 seats
Bed and Breakfast Inn	1 space per bedroom and 1 space per on-duty manager
Hotel, Minor and Major	1 space per room or suite, and 1 space per 200 sf of separately leasable commercial space
Offices, General	3 spaces per 1,000 sf of leasable floor Area
Offices, Intensive	5 spaces per 1,000 sf of leasable floor Area
Office and Clinic, Medical	5 spaces per 1,000 sf of leasable floor Area
Hospital, Limited Care	1 space per 2 beds
Hospital, General	3 spaces per bed
Automobile Sales/Rental	1 space per vehicle plus one space per employee
Financial Institution, with and without drive-up	3 spaces per 1,000 sf of net leasable floor Area
Retail & Service Commercial, Minor, Personal Service	3 spaces for each 1,000 sf of net leasable floor Area
Retail & Service Commercial, Major	5 spaces for each 1,000 sf of net leasable floor Area

Retail & Service, outdoor storage	3 spaces per 1,000 sf of inside net leasable floor Area
Retail & Service, Auto Related and Gas Stations	5 spaces per 1,000 sf of net leasable floor Area
Shopping centers or complexes of multi-tenant retail spaces	3.5 spaces per 1,000 sf of leasable floor Area, excluding corridors and service Areas not related to individual tenant retail spaces
Convenience Store, Support Commercial Uses	5 spaces per 1,000 sf of net leasable floor Area
Cafe/Deli	3 spaces per 1,000 sf of net leasable floor Area
Restaurant, Standard and Bar	1 space for every 100 sf of net leasable Area, including kitchen Areas
Restaurant, Outdoor Dining	Based on Site specific review at the time of CUP
Restaurant, With Drive-up	15 per 1,000 sf of net leasable floor Area
Light Industrial and Wholesale establishments	1 for every 2 employees in the largest shift plus 1 space for each vehicle used in conducting the business and wholesale, storage uses at 1 per 1,000 sf of floor Area and light manufacturing at 2.5 per 1,000 sf of floor Area
Temporary Improvement	1 per employee plus 2 guest spaces
Tramway Station/Ski Base Facility	See Chapter 8.20
Recreation Facility, Private or HOA	Minimum of 1 space per 4 persons maximum rated capacity
Recreation Facility, Public	1 space per 4 seats or 5 spaces per 1,000 sf of floor Area, or 1 per 3 persons rated capacity depending on type of facility
<u>Outdoor Swimming Pool, Single Residential Unit</u>	<u>No additional parking required</u>
Indoor Entertainment, Theater	1 space per 4 seats or 5 spaces per 1,000 sf of floor Area depending on type of facility
Commercial Outdoor Recreation and Stables, Riding Academy	1 space per 3 persons maximum rated capacity
Master Planned Developments	As determined by Planning Commission based on proposed Uses

Mining Operations	2 spaces per 3 employees
Airports/Heliports	As determined by the Planning Commission based on traffic generation study

...

15-4-26 Outdoor Swimming Pools, Single Residential Unit

<INSERT ADDITIONAL REGULATIONS AS NEEDED>

15-15-1 Definitions

...

HOTEL SUITE. Two (2) or more interconnected Hotel Rooms with a single corridor or exterior Access. May include a Kitchenette. See Bed and Breakfast Inn, Lockout Unit, and Boarding House.

HOT TUB. An outdoor accessory structure associated with a private residence containing water with a depth of 18 inches or more and a surface area of 72 square feet or less.

HYDROZONING. Landscaping technique in which plants, trees, and shrubs with similar water needs are planted in the same area.

...

ORDINARY REPAIRS AND MAINTENANCE. Work done on a Building in order to correct any deterioration, decay, or damage to a Building or any part thereof in order to restore same as or nearly as practical to its condition prior to such deterioration, decay, or damage.

OUTDOOR SWIMMING POOL, SINGLE RESIDENTIAL UNIT. A permanent or semi-permanent outdoor structure associated with a private residence intended for recreational swimming or wading containing water with a depth of 18 inches or more and not exceeding a surface area of 800 square feet or 10 percent of the Lot area, whichever is less.

OUTDOOR USE OR EVENT. Any land Use, Business or activity that is not conducted entirely within an enclosed Building or Structure, not including outdoor recreation activities and those Uses customarily associated with indoor Uses, such as parking, drive-up windows, ATM's, gas pumps, playgrounds, and such. Outdoor Uses include outdoor dining; outdoor food and beverage service stations and carts; outdoor storage and display of bicycles, kayaks, and canoes; and outdoor events and music.

...

RECREATION FACILITIES.

1. Recreation Facilities, Commercial. Recreation Facilities operated as a Business on private or public Property and open to the public for a fee.
2. Recreation Facilities, Private. Recreation facilities operated on private Property and not open to the general public, including Recreation Facilities such as swimming pools located within private common area or with use limited to a defined owners' association, tennis courts, outdoor Pickleball Courts, and similar facilities for the Use by Owners and guests.
3. Recreation Facilities, Public. Recreation facilities operated by a public agency and open to the general public with or without a fee.

Planning Commission Staff Report



Subject: Telecommunications Facilities and
Emerging Technologies:
Land Management Code Amendments
Application: PL-26-06844
Author: Alec Barton, Senior Planner
Date: September 30, 2026
Type of Item: Work Session

Recommendation

Review and provide input on possible updates to the Land Management Code for Telecommunications Facilities and Emerging Technologies.

Description

Applicant: Planning Department

Location: Citywide

Reason for Review: The Planning Commission reviews and forwards a recommendation to the City Council regarding Land Management Code Amendments.¹

LMC Land Management Code

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

Background

Land Management Code (LMC) [§ 15-4-14](#) regulates Telecommunications Facilities to:

- Ensure compatibility with the unique characteristics of each Zoning District;
- Mitigate adverse impacts on community quality and safety;
- Locate equipment where it is least visible from Public Streets, public Areas, and designated view corridors; and,
- Provide screening from adjacent Property Owners.

These regulations were last substantially updated in 2002 and may not fully address emerging technologies and best practices (see [Ordinance No. 02-47](#)).

On October 8, 2025, the Planning Commission recommended the City Council consider updating regulations for Telecommunications Facilities as part of broader updates to the LMC for implementation of the [General Plan](#) ([Meeting Packet](#), Item 6.A; [Minutes](#), p. 18).

On February 26, 2026, the City Council voiced support for the Commission's

¹ LMC [§ 15-1-8](#)

recommended priorities ([Meeting Packet](#), Work Session Item 5; [Minutes](#), p. 4).

On March 25, 2026, the Planning Commission conducted a work session to discuss possible LMC updates regarding Telecommunications Facilities and emerging technologies ([Meeting Packet](#), Item 4.B; [Minutes](#), p. 9). The Commission:

- Requested a summary of current code requirements for Telecommunications Facilities with recommended updates.
- Requested a review drawing comparisons between the LMC and regulatory codes in other resort communities.
- Recommended weighing the costs of wireless infrastructure against the community benefits they provide.
- Recommended a flexible approach to code updates to accommodate emerging technologies and protect community character.

Analysis

Community Character Strategy 4A of the [General Plan](#) states, “Support the integration of Smart City infrastructure and technology that supports energy efficiency and renewables.”

Long-term actions supporting this strategy include:

- “Ensure the City’s land use regulations accommodate emerging technologies, including small wireless facilities and smart infrastructure.”
- “Promote co-location of small wireless facilities on existing structures and integrate aesthetically into the built environment, reducing the need for future macro towers.”

LMC [§ 15-4-14](#) *Telecommunication Facilities* was last substantially updated in 2002. In the ensuing 24 years, significant changes to wireless technology and federal law have rendered some sections of the code irrelevant. Updates are needed to ensure the City can accommodate important wireless infrastructure, comply with federal law, and protect community character.

(I) Summary of Regulations in Other Resort Communities

Staff reviewed the municipal or county codes in a dozen resort communities to better understand how these communities regulate wireless infrastructure. The table below lists the jurisdictions reviewed for this report. Staff prioritized further research in communities that have updated wireless regulations since 2020.

Wireless Facilities Code Regulations	
Jurisdiction	Last Update
Aspen, Colorado	2020
Boulder, Colorado	2026
Breckenridge, Colorado	2019
Leavenworth, Washington	2003
Mammoth Lakes, California	2014
McCall, Idaho	2020
South Lake Tahoe, California	2020
Sun Valley, Idaho	2006
Taos, New Mexico	2009
Telluride, Colorado	2022
Teton County, Wyoming	2021

The most common types of regulations for wireless facilities include operational standards and site planning and design standards. Most of the jurisdictions reviewed for this report include definitions that pertain to wireless facilities, establish application requirements, and provide review timelines and procedures that comply with federal law.

The following table summarizes regulations for wireless facilities in the researched communities:

	Aspen	Boulder	McCall	So. Lake Tahoe	Telluride	Teton Co.
A. DEFINITIONS						
Accessory wireless equipment	X	<i>Note: Boulder and McCall do not include separate definitions for wireless infrastructure within the sections of code regulating these facilities.</i>				
Alternative tower structure	X				X	
Amateur station				X		
Antenna	X				X	X
Camouflage or Concealment	X				X	X
Clear zone					X	
Collocate or Collocation	X				X	
Eligible facilities request	X			X		
Eligible support structure	X				X	
Existing tower/base station	X					
Micro wireless/cell facility	X				X	
Monopole or Pole	X				X	
Replacement pole	X					
Small cell network					X	
Small cell wireless facility	X			X	X	X
Stealth				X		
Tower	X				X	
Transmission equipment	X					

	Aspen	Boulder	McCall	So. Lake Tahoe	Telluride	Teton Co.
Wireless communications facility or Personal wireless service facility	X			X		X
B. OPERATIONAL STANDARDS						
Abandonment and removal	X		X	X	X	X
Collocation	X	X			X	
Federal requirements	X	X			X	
Hazardous materials	X				X	
Noise	X			X	X	
Operation and maintenance	X		X		X	
Permitting and fees	X			X	X	X
Public safety	X			X	X	
Radio frequency standards	X				X	
Security			X	X		
Signal interference	X	X			X	
A. SITE PLANNING STANDARDS						
Architectural compatibility	X	X				
Clearance and access					X	X
Conduit for future expansions				X		
Distance from other wireless facilities					X	
Height	X	X	X	X		X

	Aspen	Boulder	McCall	So. Lake Tahoe	Telluride	Teton Co.
Historic district/structure compatibility	X	X			X	
Lighting	X		X	X	X	X
Materials and colors	X		X		X	X
Parking				X		
Screening, camouflage, and landscaping	X	X	X	X	X	X
Setbacks	X		X	X		X
Signage	X			X	X	X
Siting	X	X		X	X	X
Size and/or volume			X		X	
Vegetation protection	X				X	
B. APPLICATION REQUIREMENTS						
Acoustic analysis				X		<i>Note: Teton County does not include specific info in the wireless code or on its website.</i>
Alternatives analysis	X		X	X	X	
Federal Communications Commission authorization	X		X			
Landscaping plans or site improvement survey	X			X		
Lighting plan	X					
Location of existing, proposed, and anticipated wireless facilities			X		X	
Narrative establishing need for facility	X	X	X	X	X	

	Aspen	Boulder	McCall	So. Lake Tahoe	Telluride	Teton Co.
Photos, simulations, and renderings	X	X		X	X	
Public notice materials	X			X	X	
Radio frequency compliance report				X	X	
Shot clock checklist	X	X				
Signal interference analysis	X		X			
Site plans, drawings, and roof plans		X				
Structural analysis	X			X		
C. OTHER						
Amortization				X		
Location preferences	X		X			X
Review timelines	X	X			X	X
Review procedure – Administrative	X	X		X	X	X
Review procedure – Conditional Use			X	X		X
Standard conditions of approval				X		
Variance or adjustment						X

A. Definitions

Many of the definitions associated with Telecommunications Facilities in LMC [§ 15-15-1](#) are outdated. Staff recommends reviewing definitions in federal law and the land use codes in other resort communities and crafting definitions that:

- Incorporate federal laws and regulations governing wireless facilities, where applicable
- Aim for accuracy and precision
- Are readily understood by elected and appointed officials, staff, and applicants

B. Operational Standards

Some operational standards, including permitting and noise regulations, are already included in other sections of the LMC and Municipal Code of Park City. Staff recommends including references to these requirements in LMC [§ 15-4-14](#).

Existing standards in LMC § 15-4-14 could be strengthened, including requirements for collocation and abandonment of structures.

The Planning Commission could consider additional operational standards to protect community character. Recommended standards include:

- References to federal laws governing wireless facilities, including regulations of the Federal Communications Commission and Federal Aviation Administration.
- Standards for radio frequency and signal interference that reflect industry best practices.
- Strengthened collocation requirements to reduce visual impacts associated with new wireless infrastructure.
- Operation and maintenance requirements to protect public safety and prevent unsightly deteriorated installations.

C. Site Planning Standards

Many small wireless facilities can be seamlessly incorporated into a building façade or placed on a rooftop with appropriate screening to reduce or eliminate visual impacts. The Planning Commission could consider:

- Strengthening design requirements for wireless facilities on private property. For example, the Aspen, Colorado, land use code specifically requires compliance with the city's [Wireless Communication Facilities Design Guidelines](#).
- Establishing specific design requirements for wireless facilities in Historic Districts, including appropriate materials and screening.
- Recommending appropriate site locations, setbacks, and height limitations for wireless infrastructure.
- Reviewing screening and landscaping requirements to reduce visual impacts to

neighboring properties and adjacent rights-of-way.

D. Application Requirements

Application packets from [Aspen, Colorado](#), and [South Lake Tahoe, California](#), provide applicants with a concise list of requirements, review criteria, and anticipated review timelines. In tandem with updates to the LMC, staff will evaluate updates to application forms and checklists to ensure submittal requirements are thorough and easy to understand.

E. Other

Telecommunications Facilities currently require a CUP with review and approval by the Planning Commission. Most of the jurisdictions reviewed for this report have an administrative review process for some or all small wireless facilities. The Planning Commission could consider updating LMC § 15-4-14 to create an administrative process for wireless facilities that are limited in scope and meet the operational and site planning standards established in the LMC.

Staff is also reviewing administrative timelines for modifications to existing wireless facilities. Federal “shot clocks” require jurisdictions to process applications within a certain timeframe, so updates to processes and timelines within the LMC should be consistent with applicable federal laws.

(II) Summary of Existing Regulations and Recommended Changes

The table below summarizes the regulations in LMC [§ 15-4-14](#). A complete list of recommended code updates will be included in a draft ordinance for a future Planning Commission agenda on November 18, 2026, following coordination with the IT and Engineering Departments and outside agencies.

Section	Requirement	Recommended Change
15-4-14(A)	Telecommunications Facilities require: A. Conditional Use Permit B. Building Permit	Update. The Planning Commission could consider updating this section to establish an administrative review process for small cell wireless facilities that comply with the LMC.
15-4-14(B)	Application submittal requirements include: 1. Evidence of the need for the facility. 2. Evidence that a legitimate attempt has been made to co-locate the facility. 3. Documentation and professional analysis of the applicant's existing facilities within the city and plans for each facility in the 12-month period following application submittal. 4. A site alternative analysis addressing coverage and demand for the proposed site and alternative locations, including coordination with other telecommunications providers. 5. A visual impact study with views from at least five locations within one mile of the proposed facility.	Update. This section of code was written at a time when co-location of wireless infrastructure was less common. Because co-location is now the norm, a visual impact study from up to one mile away may not be useful. Item #5 could be updated to clarify that a visual impact study will be required with views from at least five locations at a distance determined to be appropriate by staff. This section could also be updated to include the site disturbance criteria in LMC § 15-4-14(G) and subdivision and condominium review criteria in LMC § 15-4-14(M).
15-4-14(C)	Telecommunications Facilities require evidence of compliance with applicable regulations of: D. Federal Aviation Administration E. Federal Communications Commission	Update. This section could be updated to specify which documents are required as evidence of compliance with federal law (FCC authorization, radio frequency analysis, etc.)
15-4-14(D)	Telecommunications Facilities are not regulated as essential services, public utilities, or private utilities.	Replace. Federal laws regarding wireless facilities have changed significantly since this section of the LMC was last substantially updated in 2002. Staff recommends replacing this language with general references to

Section	Requirement	Recommended Change
		federal law. ²
15-4-14(E)	The Planning Commission reviews an application using the CUP criteria in LMC § 15-1-10. Additional criteria apply: 1. If there are no occupied properties within 300 feet of the proposed facility, noticing shall be given to the closest registered homeowners association (HOA). 2. Applications meeting the Consent Agenda Review criteria are eligible for placement on the consent agenda. 3. Applications requiring a public hearing are scheduled for regular agenda review.	Delete. The Planning Commission no longer places items on the consent agenda. The Building Department maintains a list of registered HOAs. Registration is voluntary and many HOAs are not on the list. Because most new applications for Telecommunications Facilities are co-locations, the standard 300-foot noticing requirement for CUPs is sufficient.

² The cities of [Aspen](#) and [Telluride](#) provide instructive language. Wireless facilities must meet “current standards and regulations of the Federal Aviation Administration, Federal Communications Commission, and any other agency of the federal government with the authority to regulate small cell wireless facilities...If such standards and regulations are changed, the owners of the small cell wireless facilities shall bring such facility into compliance with such revised standards and regulations within the period mandated by the controlling federal agency. Failure to meet such revised standards and regulations shall constitute grounds for the removal of the small cell wireless facilities at the owner’s expense.”

Section	Requirement	Recommended Change
15-4-14(F)	Telecommunications Facilities are subject to site requirements: 1. Must comply with Setbacks for main Structures for the underlying zone. 2. Must comply with the base height requirement for the zone, with exceptions for antennas mounted on flat and pitched roofs. 3. Must be an ancillary Use to a separate principal Use on site. 4. Must comply with applicable Architectural Design Guidelines and Park City Design Guidelines for equipment shelters, antennas, and panels.	Update. The 10-foot height exception for antennas mounted to flat roofs is not included in the list of Building Height exceptions for any Zoning District. This language could be updated to be consistent with the 5-foot height exception in most Zoning Districts. Alternatively, the Commission could recommend updating the Building Height exceptions to allow 10-foot antennas on flat roofs in relevant Zoning Districts.³
15-4-14(G)	Applications proposing the removal of Significant Vegetation require review by the Planning Commission.	Delete. Telecommunications Facilities require CUP review by the Planning Commission, so creating a separate review criterion is redundant. Analysis of Significant Vegetation could be included with submittal requirements in LMC § 15-4-14(B).
15-4-14(H)	Freestanding, Roof Mounted, Wall Mounted, and Enclosed Antennas—as defined in LMC § 15-15-1—are prohibited in some Zoning Districts. In others, these Structures require review by the Planning Commission, either as part of the consent agenda or in a public hearing.	Update. The Planning Commission no longer places items on the consent agenda. The Commission could consider (I) recommending an administrative review process for Telecommunications Facilities in specific Zoning Districts or (II) requiring a CUP and public hearing for all Telecommunications Facilities.

³ LMC [§ 15-2.7-4](#), [§ 15-2.9-4](#), [§ 15-2.10-4](#), [§ 15-2.11-4](#), [§ 15-2.12-5](#), [§ 15-2.13-4](#), [§ 15-2.14-4](#), [§ 15-2.15-5](#), [§ 15-2.16-4](#), [§ 15-2.18-4](#), [§ 15-2.19-6](#), [§ 15-2.22-4](#), [§ 15-2.23-5](#), [§ 15-2.26-4](#)

Section	Requirement	Recommended Change
		The Commission could also consider recommending updates to definitions for the various Antennas listed in this section.
15-4-14(I)	An application that does not meet the requirements of LMC § 15-4-14 may apply to the Board of Adjustment for a technical necessity exception. The application is reviewed as a variance and must include a written explanation of surrounding topography, Structures, vegetation, and other factors making the proposal necessary and consistent with the Federal Telecommunications Act of 1996, as amended.	No change.
15-4-14(J)	Co-location of Telecommunications Facilities is both permitted and encouraged. New facilities proposed for co-location shall include documentation of existing facilities, including structural capacity, service area requirements, mechanical or electrical incompatibilities, Federal Communications Commission restrictions, and other limitations.	Update. Co-location requirements should be strengthened to ensure impacts to scenic corridors and viewsheds are minimized. Staff continues to evaluate possible regulations and will return with recommendations on November 18, 2026.
15-4-14(K)	Only signs pertaining to the health and safety of the public are permitted and are subject to Planning Department review.	Update. This section could be updated to clarify that any proposed signs require a separate sign permit application and are subject to the requirements of Municipal Code of Park City Chapter 12 .
15-4-14(L)	Abandoned Telecommunications Facilities must be removed within 12 months. The City may employ all legal measures to remove abandoned cell towers.	Update. This section could be updated to define when a Telecommunications Facility is considered abandoned. The jurisdictions reviewed for this report generally consider a facility abandoned if it has not been in use for six months. This section could also be updated to shorten the period during which an applicant or owner

Section	Requirement	Recommended Change
		must remove an abandoned facility. Jurisdictions reviewed for this report require removal of abandoned facilities within one to six months of written notice from the city or county.
15-4-14(M)	Telecommunications Facilities proposed within common areas of a Condominium or Planned Unit Development must include a letter of consent from the HOA or management committee.	Delete. This item could be included with submittal requirements in LMC § 15-4-14(B).
15-4-14(N)	The Planning Department may issue an Administrative Permit for a temporary Antenna in conjunction with a special event.	Update. This section includes an outdated reference to the Municipal Code. Staff is evaluating possible updates to these regulations with the Special Events team and will return with recommendations on November 18, 2026.
15-4-14(O)	The Planning Department reviews notices of proposed drive tests on private property and City property.	Update. If special requirements are needed, these could be included with the requirements for temporary permits above. Staff is evaluating possible updates with the IT team and will return with recommendations on November 18, 2026.

(III) Emerging Technologies

Staff is currently evaluating other emerging technologies that could require updates to the LMC:

- Battery energy storage systems (BESS) support renewables and could require specific screening, noise, and setback criteria to reduce impacts.
- Small-scale data centers could be evaluated for compatibility with specific Zoning Districts, and the LMC may need to be updated to address potential impacts.
- The expansion of autonomous vehicles, which do not require as much space for parking as traditional vehicles, could result in smaller off-street parking spaces and areas.
- Drone delivery robots and similar devices create safety, mobility, and accessibility issues that may require updates to the LMC.
- Advanced air mobility vehicles require landing areas and could impact site planning and design.⁴ The LMC may need to be updated to address criteria for noise, privacy, and compatible land uses.

Staff will present additional information on these topics to the Planning Commission on November 18, 2026.

QUESTIONS FOR THE PLANNING COMMISSION:

Besides the criteria identified in this report, should additional items be researched for possible updates to LMC Section 15-4-14 Telecommunication Facilities?

Does the Commission recommend staff further research an administrative process for small cell wireless facilities that comply with LMC requirements for operational and site planning and design standards?

Are there additional potential LMC updates regarding emerging technologies that staff should research further?

Department Review

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

⁴ See Utah Department of Transportation's [Advanced Air Mobility Toolkit](#).

Planning Commission Staff Report



Subject: Off-Street Parking Land Management Code Amendments
Application: PL-26-06868
Authors: Virgil Lund, Planner III
Alec Barton, Senior Planner
Date: September 30, 2026
Type of Item: Work Session

Recommendation

Review and provide feedback on potential Land Management Code amendments to update Chapter 15-3 Off-Street Parking requirements.

Description

Applicant: Park City Municipal Corporation

Location: Citywide

Zoning District: All

Chapter Amended: 15-3 *Off-Street Parking*

Reason for Review: The Planning Commission reviews Land Management Code Amendments, conducts a public hearing, and forwards a recommendation for City Council consideration and Final Action.¹

AMPD	Affordable Master Planned Development
BPMX	Bonanza Park Mixed Use
CUP	Conditional Use Permit
LMC	Land Management Code
MPD	Master Planned Development
TDM	Transportation Demand Management
TIS	Traffic Impact Study

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

Introduction

On December 10, 2025, the Planning Commission conducted a work session to review potential transportation and parking Land Management Code (LMC) amendments to consider for prioritization in 2026 to implement the General Plan ([Meeting Packet](#), Item 6.B; [Minutes](#), p. 33).

¹ LMC [§ 15-1-7\(B\)](#)

On February 26, 2026, the City Council reviewed recommendations from the Planning Commission and supported moving forward with the proposed LMC amendments ([Packet](#), Work Session Item 4:30 p.m.; [Minutes](#), p. 4). The tables below identify the status of the proposed amendments.

Focus Area T2 – Transit Improvements – <i>Park City will prioritize an efficient transit system that provides convenient, predictable, and reliable connections for visitors, the workforce, and residents.</i>	
Strategy 2B – Build on the Short-Range Transit Plan and Park City Forward to expand the transit network, increase transit frequency, and improve regional connections.	
Action: Complete planned upgrades for local bus stops with improved amenities and accessibility features, including relevant route information, by 2026 and begin planning for the next round of improvements starting in 2027.	In progress. Following a unanimous recommendation of the Planning Commission, the City Council adopted Ordinance No. 2026-03 allowing Public Transit Amenity Areas in Front Setbacks in several Zoning Districts. Phase II of the City's Bus Stop Improvement Project is underway and Phase III improvements are expected to be completed by December 2027.
Action: Establish a parking permit program that allows residents in areas not proximate to a transit stop to park near a transit stop in their neighborhood.	In progress. See Analysis Section IV.

Focus Area T3 – Traffic Management – <i>Park City will enhance transit, walking, biking, and other active travel modes and utilize dynamic travel demand methods to ease vehicular congestion without expanding roads.</i>	
Strategy 3D – Strengthen policies that reduce reliance on single-occupancy vehicles by requiring and incentivizing multimodal transportation through planning, development, and transportation initiatives.	
Action: Require major employers to appoint Transportation Demand Management coordinators to oversee and promote sustainable commute options and collaborate with City staff or an approved third-party entity to monitor compliance and trip reduction goals.	In progress. On May 27, 2026, the Planning Commission approved a Conditional Use Permit (CUP) for the replacement of two ski lifts at Park City Mountain Resort (Meeting Packet, Item 7.A; Minutes, p. 4). Condition of Approval 5 included Transportation Demand Management (TDM) strategies to address traffic generated by the ski resort: • Designate an employee to serve as the TDM coordinator and neighborhood liaison. The coordinator meets with the City's Traffic Operations Team to comprehensively review, implement, and evaluate the ski season plan addressing

	traffic and parking. • Provide an annual report of parking supply utilization on high visitation days. • Provide an employee vanpool and shuttle program with incentives and monitoring. • Provide incentives for and target 20% employee participation in the Ride On Winter Rewards or similar program. • Maintain and effectively manage the paid parking reservation system. The Planning Commission will evaluate similar conditions of approval for other major projects currently under review.
Action: Continue developing clear policies for new developments, resorts, and major employers to integrate trip reduction strategies, establish mode-shift targets, and reduce parking through formal City mechanisms.	Complete. On August 13, 2026, the City Council adopted Ordinance No. 2026-19 updating the Traffic Impact Study (TIS) Guidelines and implementing the TDM program. Many developments associated with a Master Planned Development (MPDs), Affordable Master Planned Development (AMPD), or CUP must now apply traffic-reducing tools to address traffic generated by new developments.
Strategy 2B – Build on the Short-Range Transit Plan and Park City Forward to expand the transit network, increase transit frequency, and improve regional connections.	
Action: Incentivize employer-based shuttles in new master plans for private developments.	Complete. See Strategy 3D above. One of the most effective tools for reducing single-occupant vehicle trips to a site is an employee shuttle. Consequently, the TDM program provides credits to developers who implement an employee shuttle, with higher credits for more frequent service.
Focus Area T4 – Parking – <i>Park City will prioritize parking access for non-single occupancy vehicle modes to support the existing character.</i>	
Strategy 4A – Use parking pricing and policy updates to support mode shift goals, reduce vehicle congestion, and prioritize access for residents and high-occupancy travel.	
Action: Update parking code to prohibit the leasing of parking spaces for uses other than those intended for the development.	Complete. On August 13, 2026, the City Council adopted Ordinance No. 2026-19 updating LMC § 15-3-2 to prohibit the separate leasing of required off-street parking for alternate uses unless specifically approved by the Planning Commission or Special Events Department.

Action: Update the LMC to include parking maximums instead of parking minimums.	In progress. See Analysis Section I.
Action: Eliminate excess surface parking lots in core areas, such as in Old Town, to make room for streetscape elements, active transportation, and transit.	In progress. See Analysis Section III.
Strategy 4B – Regularly evaluate bike parking requirements and bike charging infrastructure regulations for new development and incentives for improvements to existing bike parking.	
Action: Regularly evaluate the bike parking and bike storage requirements of Ordinance No. 2023-18 to ensure they reflect best practices. Identify incentives to bring existing developments into compliance.	In progress. See Analysis Section II.

The Planning Commission recently evaluated potential LMC amendments to update Off-Street parking requirements. Previous work sessions and technical reports have established a framework for shifting away from vehicle parking mandates toward transit-supportive standards:

- **LMC Amendments Initial Report (Lisa Wise Consulting Study):** Initiated in late 2023, this comprehensive report analyzed parking criteria in Park City as a key lever to reduce housing development costs and promote transportation demand management (TDM). Key elements to the report include reduced parking requirements for certain Land Uses, parking reductions for Sites with multiple Uses and parking reductions for Developments near transit (2023 LMC Amendments [Recommended Amendments Report](#)).
- **Bonanza Park Mixed-Use (BPMX) District:** Staff incorporated recommendations from the Lisa Wise report with updates and revisions as part of the draft BPMX Zoning District, serving as a model for broader code updates throughout Park City. Key elements of the code reviewed by the Commission include capping parking near transit stops, lowering baseline minimums, and incentivizing underground or shared parking Structures through density and height flexibilities (February 12, 2025 [Staff Report](#)). This Zoning District is pending review and has not yet been adopted.
- **2025 General Plan Implementation Priorities:** In late 2025, the Planning Commission reviewed transportation strategies to align Chapter 15-3 (Off-Street Parking) with General Plan goals. Priority strategies in the General Plan include replacing parking minimums with maximum parking requirements, prohibiting separate commercial space leasing, and establishing mechanisms to eliminate excess surface-level parking (December 10, 2025 [Staff Report](#)).
- **Updated Traffic Impact Study (TIS) Guidelines and Transportation Demand Management (TDM):** On August 13, 2026 ([Meeting Packet](#), Item VIII.1; [Minutes](#),

p. 13), the City Council adopted updated TIS Guidelines and a new TDM program following a unanimous recommendation of the Planning Commission on June 24, 2026 ([Meeting Packet](#), Item 6.D; [Minutes](#), p. 17). These new processes mean that more developments and redevelopments in conjunction with a Master Planned Development (MPD), Affordable Master Planned Development (AMPD), or Conditional Use Permit (CUP) application will be required to apply traffic-reducing tools consistent with the City's transportation goals.

According to data from the Parking Reform Mandates [Map](#), which tracks Off-Street parking reform, communities across the country are shifting away from mandatory Off-Street parking minimums. The database catalogs four types of parking reform: removing parking minimums, reducing minimums, instituting parking maximums, and establishing parking benefit districts. Nationwide, over 6,000 jurisdictions have adopted one or more of these strategies to encourage infill housing, mitigate traffic, and reduce surface-level parking.

Several resort towns across the country have adopted parking reforms:

- **Bend, Ore.:** Fully eliminated Off-Street parking minimums citywide for all land uses, replacing parking minimums with transportation demand management options and parking maximums to encourage walkability and affordable housing development.²
- **Sandpoint, Idaho:** Recognized as an early pioneer among small mountain towns for its parking reforms, adopting changes as early as 2009. Completely removed minimum Off-Street parking requirements for nonresidential and commercial uses within its downtown core. Developers can reduce baseline parking minimums or satisfy requirements through in-lieu parking fees, bike and motorcycle parking integration, or dedicated affordable housing units.³
- **Boulder, Colo.:** Replaced parking minimums with parking maximums in high density and mixed-use zoning districts.⁴

Potential Strategies for Discussion

(I) Jurisdictions throughout the country have employed multiple strategies to reduce the impacts of surface parking lots and overparking.

The Planning Commission could consider a range of strategies to prioritize active transportation uses and reduce the impacts of surface parking:

- **Reduce parking minimums.**

Reduces or eliminates requirements for developers to build a set ratio of parking spaces based on project uses, size, and other characteristics.

The Lisa Wise Consulting report [published in 2024](#) outlines the following potential amendments relating to the reduction of parking minimums for Residential and non-

² City of Bend, Oregon Development Code Chapter [3.3](#) *Vehicle Parking, Loading And Bicycle Parking*.

³ City of Sandpoint, Idaho Municipal Code Chapter [5](#) *Off-Street Parking and Loading Facilities*.

⁴ City of Boulder, Colorado Municipal Code Section [9-9-6](#) *Parking Standards*.

Residential Development:

- LMC § 15-3-6 *Parking Ratio Requirements for Specific Land Uses* potential amendments (reductions emphasized in red, from the 2024 Lisa Wise report):
 - Parking required for a Duplex Dwelling reduced from 2 per Dwelling Unit to **1.5 per Dwelling Unit (3 total)**.
 - Parking required for a Triplex Dwelling reduced from 2 per Dwelling Unit to **1.5 per Dwelling Unit (5 total)**.
 - **1 Parking Space required for each Guest House**, reduced from 1 per Unit.
 - Parking required for General Office reduced from 3 spaces per 1,000 sf of leasable floor area **to 2**.
 - Parking required for Intensive Office reduced from 5 spaces per 1,000 sf of leasable floor area **to 4**.
 - Parking required for General Hospital reduced from 3 spaces per bed **to 1.5 spaces per bed**.
 - Parking required for a Financial Institution reduced from 3 spaces per 1,000 sf of net leasable floor area **to 2**.
 - Parking required for a Convenience Store reduced from 5 spaces per 1,000 sf of net leasable floor area **to 4**.
 - Parking required for a café reduced from 3 spaces per 1,000 sf of net leasable floor area **to 2**.
 - Parking required for a Restaurant/Bar reduced from 1 space for every 100 sf of net leasable Area, including kitchen Areas **to 3 spaces per 1,000 sf of net leasable floor area**.
 - Parking required for a Drive-Up Restaurant reduced from 15 spaces per 1,000 sf of net leasable floor area **to 7**.
 - Parking required for Light Industrial Uses and Wholesale establishments reduced from 1 for every 2 employees in the largest shift plus 1 space for each vehicle used in conducting the business and wholesale, storage uses at 1 per 1,000 sf of floor Area and light manufacturing at 2.5 per 1,000 sf of floor Area **to 1 space per 1,000 sf of floor area and 1 space for every 2 employees in the largest shift**.

- **Eliminate parking minimums and replace with parking maximums.**

Parking maximums restrict the total number of parking spaces that can be constructed as part of a development project. Developers would no longer be mandated to build unneeded, expensive parking stalls. Parking maximums would set a strict cap on the total number of Parking Spaces permitted on a Site. A developer cannot exceed this limit.

Parking maximums are set as maximum ratios based on land-use types. Similar to how the existing code sets parking minimums for specific land use types, this table would be replaced with parking maximums.

Methodology to establish parking maximums:

- Parking maximum caps are established by taking legacy parking minimum ratios and reducing them by 20% to 50%, depending on the Site's proximity to transit corridors.⁵
- The following table outlines some common parking maximums⁶:

Land Use Category	Typical Metric Basis	Common Parking Maximum Ratio
Multi-Family Residential	Spaces per Dwelling Unit	0.75 – 1.0 space per unit max (Transit adjacent areas) 1.25 – 1.5 spaces per unit max (Residential areas)
Commercial / Office	Spaces per 1,000 sf leasable floor area	1.5 – 2.5 spaces per 1,000 sf of leasable area
Retail / Restaurant	Spaces per 1,000 sf of leasable floor area	3.0 – 4.0 spaces per 1,000 sf of leasable area

- **Reduce minimum parking requirement for Developments with recorded shared parking agreements.**
 - Reducing minimum parking requirements through recorded shared parking agreements would allow developers to reduce total required Off-Street parking spaces by taking advantage of non-overlapping peak demand periods among different land uses. In Park City, a mixed-use development combining a commercial daytime use (such as retail shops, offices, cafes or daycares) with nighttime land uses (such as residential units, restaurants and bars, or lodging) generates distinct parking periods. Under this strategy, an Applicant conducts a shared parking demand analysis to demonstrate that shared Parking Spaces can serve both daytime and nighttime Uses without spilling over into Right-of-Ways or adjacent neighborhoods.
 - To formalize the parking reduction, the City would require a recorded shared parking agreement attached to the property. This agreement would guarantee access, define pedestrian circulation plans, outline maintenance and snow-removal standards, and establish a process if a land-use change disrupts the shared demand. Because Park City experiences seasonality and increased visitation in the winter, the agreement should require integration of TDM strategies to ensure the reduced parking footprint continues to perform during peak winter ski

⁵ Shoup, Donald. *The High Cost of Free Parking*. American Planning Association (Planners Press) / Routledge, 2005.

⁶ American Planning Association (APA) PAS Report [510-511](#).

weekends.

- **Jackson, Wyo.:** Code provisions allow up to a 25% to 50% reduction in required off-street parking spaces when complimentary non-competing uses (such as commercial or office and residential or restaurant) share a parking lot or garage. Reductions require a shared parking agreement recorded, a parking demand analysis and pedestrian connections between the shared lot and all serviced buildings.⁷
 - **Mammoth Lakes, Calif.:** Standard baseline parking requirements can be reduced using a shared parking factor matrix based on Urban Land Institute (ULI) or Institute of Transportation Engineers (ITE) shared parking methodologies. If a single mixed-use building or adjacent developments combine land uses (lodging, retail, office, restaurant), the required parking is calculated based on the maximum aggregate demand during any single time block (daytime vs. nighttime, weekday vs. weekend) rather than the sum of individual minimums.⁸
- **Pay an in-lieu fee for a centralized parking structure or similar improvement.**
 - A pay in-lieu fee gives proposed Development projects the option to pay a designated fee instead of providing some or all on-Site parking that would otherwise be required by the LMC; fees are generally invested in public parking or other transportation infrastructure.
 - Roughly 60% of parking in Old Town is within publicly-owned and accessible off-street parking facilities, including the China Bridge parking structure which is supported with fees assessed to and paid for by businesses in an Old Town special improvement district. A parking in-lieu fee allows developments that cannot provide required parking on-site to pay an in-lieu fee, which is maintained in a capital improvement program fund until expended on the construction of eligible projects and programs. [Resolution No. 28-14](#) establishes an in-lieu fee of \$40,000 per parking stall. The City could look at opportunities to expand the collection of in-lieu fees for the development of centralized parking structures like China Bridge or similar neighborhood parking features. In-lieu fees could supplement other fees collected through special improvement districts or other mechanisms.
 - **Require unbundled parking for new multifamily residential developments.**

Over the past decade, parking construction costs have far outpaced inflation. An analysis of 17 U.S. cities found that the average cost per parking space, adjusted for inflation, in an underground parking structure rose from \$47,600 in 2012 to \$73,000 in 2025, an increase of 53%.⁹ Underground parking represents a significant share of the

⁷ City of Jackson, Wyoming Land Development Regulations Division [6.2.2 Required Parking and Loading](#).

⁸ City of Mammoth Lakes, California Municipal Code Chapter [17.44 Parking and Loading Standards](#).

⁹ Schwartz, E. (2026). *No Such Thing as Free Parking: Construction Costs in 17 U.S. Cities*. UCLA

construction costs for new apartments, townhomes, and condominiums throughout the country—10 to 20 percent for two- and three-bedroom units, 20 to 25 percent for one-bedroom units, and more than 25 percent for studio apartments. Surface parking is cheaper but still represents 5 percent to more than 25 percent of the construction costs associated with a new multifamily residential unit, depending on the type of unit and the market.

Because of the high cost of parking, some jurisdictions incentivize unbundled parking arrangements or even require developments to separate the cost of a parking space from a tenant lease agreement or a unit for sale. Separating the cost of parking from housing drives down overall parking demand and allows a tenant or homeowner to decide whether they need a vehicle and are willing to pay to park it. When coupled with an effective carsharing program, unbundling parking is an effective way to reduce single-occupancy vehicle trips to and from a site, particularly if that site is well served by transit.¹⁰

One of the site program strategies for reducing single-occupancy vehicle trips in the City's recently adopted TDM Toolbox is unbundled residential parking. If a developer charges a reasonable separate fee for on-site parking and residents are able to opt out of paying the fee, the development is eligible for credits required toward mitigating traffic generated by the development.

The [draft BPMX code](#) requires a fully residential development in Bonanza Park to unbundle parking costs from the cost of rent or the cost of a unit, with exceptions for affordable housing projects that rely on funding that is contingent on the development providing a minimum amount of parking (lines 336-347).

The draft BPMX code also allows unbundled parking as an alternative strategy to comply with minimum off-street parking standards required in the BPMX Zoning District. The Planning Commission reviews an Applicant's parking management plan to confirm that the costs associated with parking are not embedded in the cost of the residential or non-residential use and that there is parking equity for units that are deed-restricted affordable (lines 1023-1031).

The Planning Commission could consider a recommendation that unbundled parking requirements or incentives be extended to other Zoning Districts where multifamily residential or mixed-use developments are allowed or conditional uses.

The Commission could also consider unbundled parking strategies employed by other communities:

Center for Parking Policy. <https://escholarship.org/uc/item/9f88x32n>

¹⁰ A San Francisco [case study](#) found that the presence of carshare vehicles alone was not enough to significantly increase the proportion of residents who become carshare members. Residents were much more likely to join a carshare, however, if the building also unbundled parking from the cost of rent. The same case study found that members of a carshare program were almost 60% more likely to take transit a few times a week or more compared to residents without a carshare membership.

- In **Palmdale, Calif.**, unbundled parking is required for attached single-family residential and multifamily residential developments of five units or more. Owners and lease holders have the right of first refusal for on-site parking spaces. Remaining unbundled spaces may be leased on a month-to-month basis with priority given to owners and renters of three-bedroom or more units, then two-bedroom units, then other units, and finally to owners and renters who do not own or lease at the property.¹¹
- In **Santa Monica, Calif.**, unbundled parking is only required in [certain areas](#) of the city. Where required, unbundled parking must be provided for new residential structures of four units or more, conversions of nonresidential buildings to residential use of 10 units or more, and all commercial developments.¹²
- **Forest Grove, Ore.**, requires unbundled parking for all new multi-unit housing and commercial developments citywide.¹³
- **Honolulu, Hawaii**, does not require unbundled parking but allows any parking space to be unbundled.¹⁴
- **Montgomery County, Md.**, reduces the baseline minimum parking requirements for townhouses and multi-unit dwellings with unbundled parking.¹⁵
- In two zoning districts comprising the Perimeter Center in **Sandy Springs, Ga.**, all new developments must unbundle parking for residential, office, commercial, and industrial uses.¹⁶

- **Make parking a discretionary component of the Planning Commission's review of MPDs and CUPs.**

Some communities have eliminated minimum parking requirements but retain discretionary authority to approve parking as part of the development review process. For example, **Seabrook, N.H.**, has no minimum parking requirement for most office, retail, and public assembly uses, but the Planning Board sets the requirement for other land uses.¹⁷

Canandaigua, N.Y. requires an applicant to calculate parking demand based on observed local conditions or standards established by the Institute of Transportation Engineers, Urban Land Institute, or other professional body. The Planning Board is authorized to modify the required number of parking spaces for a development based on the applicant's parking demand analysis.¹⁸

In **Thompson, Conn.**, there is no minimum parking requirement for any land use. However, all applications for development must provide a parking plan containing

¹¹ City of Palmdale Municipal Code [Chapter 17.87 Off-Street Parking and Loading](#)

¹² City of Santa Monica Code of Ordinances [Section 9.28.110 Unbundled Parking](#)

¹³ City of Forest Grove Development Code [Section 17.8.530 Unbundling of Parking](#)

¹⁴ City of Honolulu Code of Ordinances [Section 21-6.100 Unbundled Parking](#)

¹⁵ Montgomery County Zoning Ordinance [Section 6.2.3 Calculation of Required Parking](#)

¹⁶ City of Sandy Springs Development Code [Section 8.2.6 Unbundling Parking in Perimeter Center](#)

¹⁷ Town of Seabrook Site Plan Review Regulations [Chapter 11 Parking](#)

¹⁸ City of Canandaigua Code [Section 220-73 Off-street Parking Regulations](#)

anticipated parking demand during peak hours, allocation of available spaces on-site, and alternate parking areas, where necessary.¹⁹

One of the ongoing concerns expressed by applicants during discretionary reviews is the unpredictability of the process. Initial application requirements require significant investment, and parking structures are often the foundation of the proposed design. If the Planning Commission is interested in pursuing this strategy, the Commission could consider a streamlined process where a preliminary parking determination is made prior to initiation of a full application.

Staff requests the Planning Commission provide input:

Which strategies to reduce the impacts of surface and structured parking does the Planning Commission recommend staff research further?

Are there additional strategies staff should consider to reduce the impacts of surface and structured parking?

(II) The Planning Commission could consider recommending updating bike parking requirements and bike charging infrastructure regulations to align with best practices.

Transportation Strategy 4B in the [General Plan](#) states, “Continue to implement the bike parking requirements of [Ordinance No. 2023-18](#) for new development.”

One of the actions for this strategy is, “Regularly evaluate the bike parking and bike storage requirements of Ordinance No. 2023-18 to ensure they reflect best practices. Identify incentives to bring existing developments into compliance.”

LMC [§ 15-3-9\(A\)](#) requires outdoor bicycle parking to be in a convenient, highly visible, active, and well-lit area that is easily accessible. To improve accessibility, the Planning Commission could consider recommending updating the code to require signage in key locations to ensure easy wayfinding.

Some cities like **Palm Desert, Calif.**, require clear parking and maneuvering standards for outdoor bicycle parking areas (see Figure 1).²⁰ The Planning Commission could consider whether updated standards are needed to ensure bicycle parking areas are accessible and safe to move through.

Some communities require developments and redevelopments to provide off-street parking for scooters. For example, **Casa Grande, Ariz.**, requires developments other than small residential uses to provide appropriate parking facilities for bicycles, electric scooters, and similar types of alternative modes of transportation equal to 5% of the

¹⁹ Town of Thompson Code of Ordinances [Section 275-15.5 Parking Standards](#)

²⁰ City of Palm Desert Code of Ordinances [Section 25.46.060 Bicycle Parking Requirements](#)

required vehicle parking.²¹

South Portland, Maine, allows a project in a non-residential or mixed use zoning district that is required to provide more than 40 parking spaces to meet up to 2.5% of the required parking with designated motorcycle, scooter, e-bike, or bicycle parking spaces. The code requires appropriate signage for alternative vehicle parking and establishes minimum size requirements for parking spaces.²²

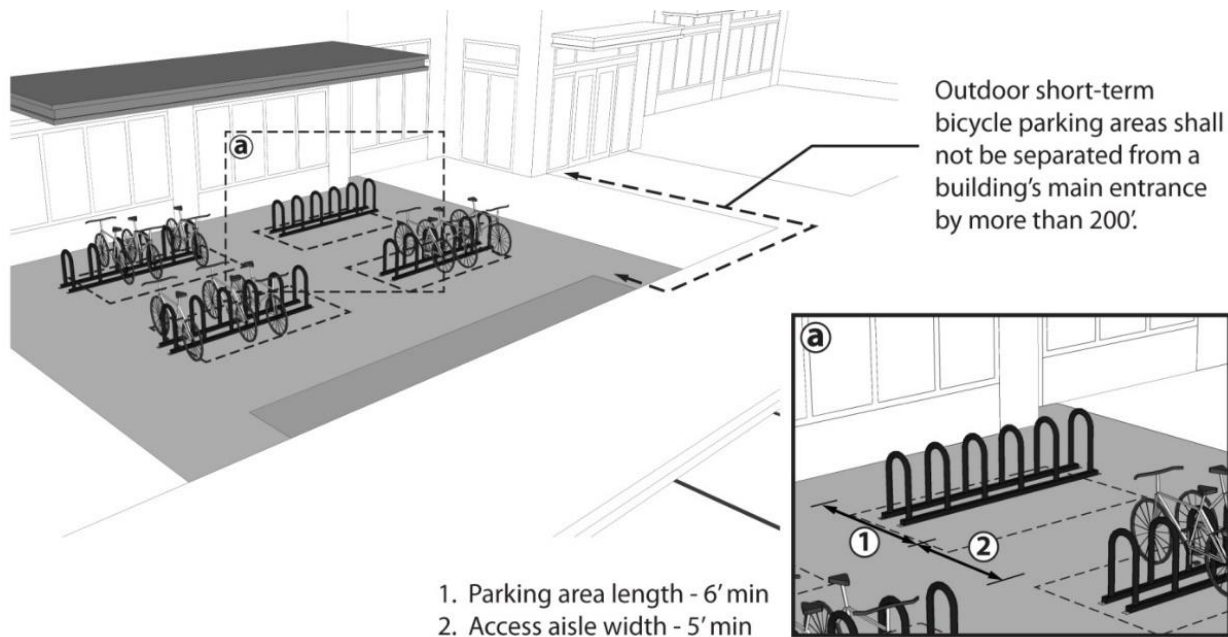


Figure 1. Image from City of Palm Desert's municipal code illustrating bicycle parking and maneuvering area standards.

Staff requests the Planning Commission provide input:

Does the Planning Commission find the requirements for outdoor and enclosed bicycle storage in LMC § 15-3-9 reflect best practices? Should any requirements be modified and are additional requirements needed?

Should the City require new developments and redevelopments to provide off-street parking for scooters and similar vehicles?

What incentives should the City consider to bring existing developments into compliance with bike parking requirements?

(III) The Planning Commission could consider extending incentives to eliminate excess surface parking lots in core areas, such as in Old Town, to make room for streetscape elements, active transportation, and transit.

²¹ City of Casa Grande City Code [Section 17.56.030](#) Parking Space Minimum Requirements

²² City of South Portland Code [Section 27-1556](#) Off-street Parking Regulations

The draft BPMX district provides incentives for developments with excess surface parking to reconfigure parking for sidewalk and trail easements, Public Transit Amenity Areas, and land uses that activate the space or provide green community spaces:

182 G. **EXISTING DEVELOPMENT CONNECTIVITY IMPROVEMENT INCENTIVES.** To
183 enhance Bonanza Park Connectivity Improvements within existing
184 Developments, Applicants may submit a parking study showing that parking
185 exceeds demand or request a parking reduction and submit a Transportation
186 Demand Management Plan pursuant to Section 15-2.27-9 to reduce single-
187 occupancy vehicles coming to the site. For existing Development Connectivity
188 Improvements, Applicants may request Planning Commission review of a
189 Conditional Use Permit to:

- 190 1. Replace existing parking to accommodate perpetual public access
191 easements for sidewalk, trail, and signature trail improvements outlined in
192 the Bonanza Park Small Area Plan.
- 193 2. Replace existing parking to accommodate easements for the installation of
194 transit improvements including a Major Transit Stop or Public Transit
195 Amenity Area.
- 196 3. Replace existing parking with uses that improve or activate the space for
197 those who arrive by transit, on foot, or by bike.
- 198 4. Convert surface-level parking into a Green Community Space or Publicly
199 Accessible Outdoor Space.

The Planning Commission could consider recommending similar incentives in other neighborhoods or zoning districts.

Staff requests the Planning Commission provide input:

Does the Planning Commission recommend staff research neighborhoods or zoning districts where incentives to replace excess surface parking with active transportation amenities may be appropriate?

(IV) The General Plan recommends establishing a parking permit program that allows residents in areas not proximate to a transit stop to park near a transit stop in their neighborhood.

The Lower Deer Valley, Park Meadows, Thaynes and Masonic Hill neighborhoods have limited access to public transit. The General Plan encourages and recommends transit access improvements for these neighborhoods.²³ Potential strategies and implementation measures include using existing City Right-of-Way and City-owned land to create small micro park and rides for residents only or utilizing existing privately owned parking lots near transit routes and record shared parking agreements with these parking lots to allow residents to park there.

The addition of micro lots or shared parking agreements would be helpful in these neighborhoods since there is not a reliable, consistent transit route through the neighborhoods. It would incentivize residents and visitors staying in these neighborhoods to use the transit system. Planning staff continue to coordinate with Transportation Planning, Transit, and Parking staff to identify appropriate locations for improvements and implement a long-term parking management plan for the residents.

²³ Park City [General Plan](#), p. 46-49, 56-59

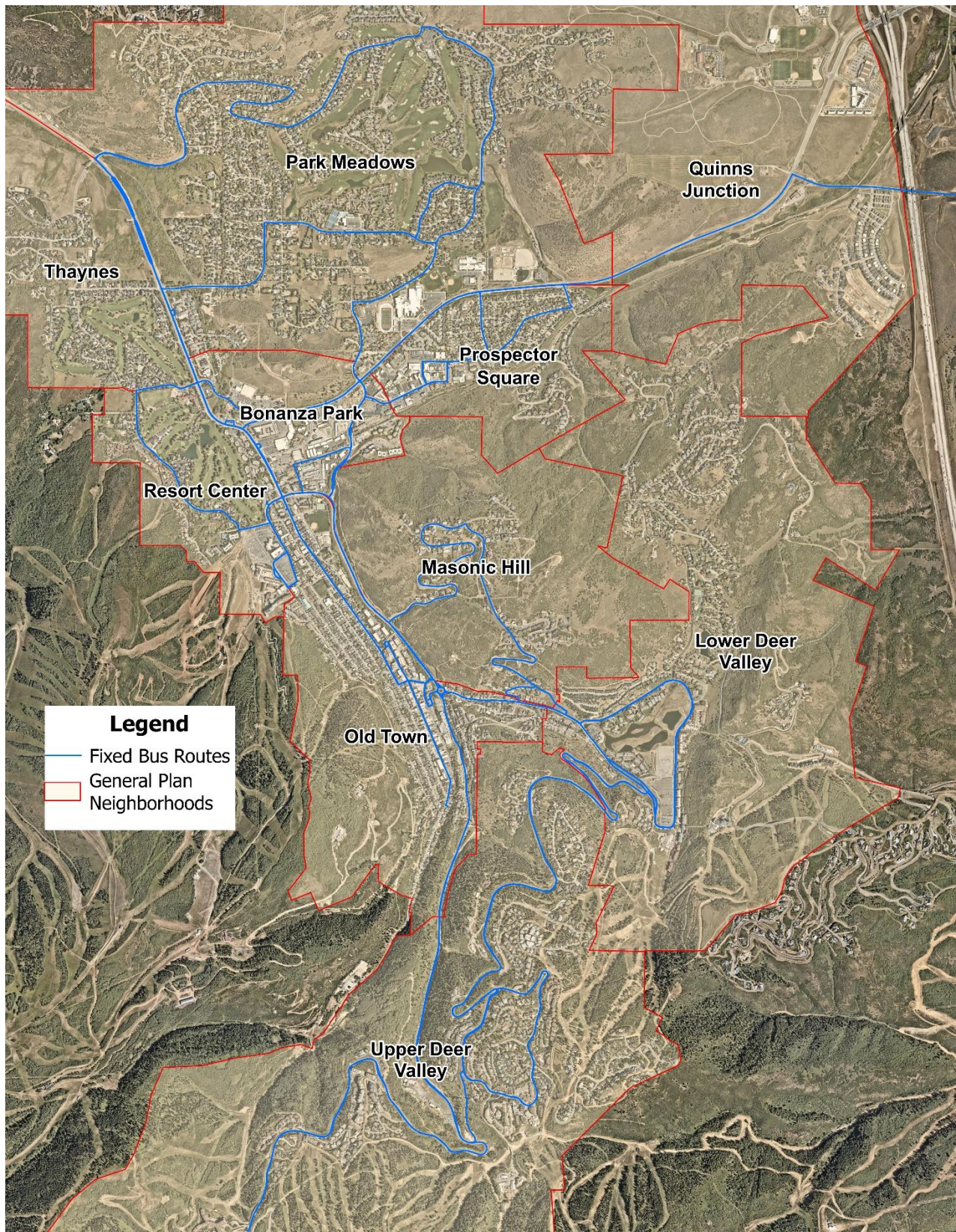


Figure 2: Bus routes shown in blue in relation to General Plan Neighborhoods, created by staff,

Department Review

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

Public Input

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