



**PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
September 3, 2015**

PUBLIC NOTICE IS HEREBY GIVEN that the City Council of Park City, Utah will hold its regularly scheduled meeting at the Marsac Municipal Building, City Council Chambers, 445 Marsac Avenue, Park City, Utah for the purposes and at the times as described below on Thursday, September 3, 2015.

CLOSED SESSION

2:30 PM To discuss Property, Personnel and Litigation

STUDY SESSION

4:00 PM City Council - Historic Preservation Board Joint Meeting

WORK SESSION

5:00 PM Council Questions and Comments and Manager's Reports

***Communication from Council Member Andy Beerman – Colorado Association of Ski
Towns Update***

Manager's Reports:

Public Utilities Department Water Pumping Surcharge Map Correction

Park City Municipal Interior LED Lighting Retrofit Update

Work Session:

5:10 PM Update Regarding Temporary Sanitation Facilities During Sundance

5:20 PM Lower Park Avenue Design Studio, Next Steps Discussion Continued

REGULAR MEETING

6:00 PM

I. ROLL CALL

II. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

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

IV. CONSIDERATION OF MINUTES

Consideration of July 16 and July 30, 2015 City Council Meeting Minutes.

V. CONSENT AGENDA

Consideration of a Special Employment Contract and Appointment, Subject to MCPC § 2-4-6, Michelle Limon as City Recorder from September 7, 2015 through June 30, 2016.

Consideration of a Request to Accept a Donation, Memorial Bench, and Authorize Use of City Property in Round Valley to Honor the Legacy of Keith McCauley.

Consideration of a Request to Accept a Donation, Memorial Bench, and Authorize Use of City Property in Round Valley to Honor the Legacy of Lacey Compton.

VI. NEW BUSINESS

Consider Acquiring the 14.35 Acre Sommer Parcel, Located Immediately South of the Rail Trail in the Prospector Area, for the Amount of \$500,000.

Consideration of an Ordinance Approving the Mountain Spirits Condominiums Record of Survey Plat Located at 533-537 Woodside Avenue Pursuant to Findings of Fact, Conclusions of Law, and Conditions of Approval in a Form Approved by the City Attorney:

- A) Public Hearing
- B) Action

Authorize the City Manager to Execute Amendment No. 3 to the Water Conveyance – 2013 Pipelines Project Segment B Construction Agreement, in a Form Approved by the City Attorney, with Cop Construction, LLC., for an Amount Not to Exceed \$247,099.78.

Authorize the City Manager to Execute the Third Addendum to the Well Source Alternatives Assessment Professional Services Agreement, in a Form Approved by the City Attorney, with CH2M Hill Engineers, Inc. for Park Meadows Well Filtration Design Services in an Amount Not to Exceed \$348,666.

VII. ADJOURNMENT

A majority of City Council members may meet socially after the meeting. If so, the location will be announced by the Mayor. City business will not be conducted. Pursuant to the Americans with Disabilities Act, individuals needing special accommodations during the meeting should notify the

City Recorder at 435-615-5007 at least 24 hours prior to the meeting. Wireless internet service is available in the Marsac Building on Wednesdays and Thursdays from 4 p.m. to 9 p.m. Posted:
See: www.parkcity.org



DATE: September 3, 2015

TO HONORABLE MAYOR AND COUNCIL

City Council has an interest in meeting with each Board and Commission for the purpose of meeting all of the individuals who serve as well as provide a forum to discuss issues and/or questions.

Respectfully:

Anya Grahn, Planner II



City Council Staff Report

Subject: Joint Meeting of City Council & Historic Preservation Board
Author: Anya Grahn, Historic Preservation Planner
Department: Planning
Date: September 3, 2015
Type of Item: Joint Meeting

Executive Summary:

City Council has an interest in meeting with each Board and Commission for the purpose of meeting all of the individuals who serve as well as provide a forum to discuss issues and/or questions pertaining to that Board.

Acronyms in this Report:

Historic Preservation Board	HPB
Cooper Roberts Simonsen Associates	CRSA
Intensive level survey	ILS
National Park Service	NPS
Vernacular Architecture Forum	VAF

Historic Preservation Board Members

Meet the Current Historic Preservation Board (HPB) members:

- Hope Melville (7/15-7/18)
- Puggy Holmgren (9/14-9/17)
- David White (7/15-7/18)
- Lola Beatlebrox (09/14 – 09/17)
- Cheryl Hewett (09/14 – 09/17)
- Douglas Stephens (7/15-7/18)
- Jack Hodgkins (7/15 -7/18)

Purposes and Duties of the Historic Preservation Board (HPB):

The purposes of the HPB are (LMC 15-11-5):

- (A) To preserve the City’s unique Historic character and to encourage compatible design and construction through the creation, and periodic update of comprehensive Design Guidelines for Park City’s Historic Districts and Historic Sites;
- (B) To identify as early as possible and resolve conflicts between the preservation of cultural resources and alternative land Uses;
- (C) To provide input to staff, the Planning Commission and City Council towards safeguarding the heritage of the City in protecting Historic Sites, Buildings, and/or Structures;
- (D) To recommend to the Planning Commission and City Council ordinances that may encourage Historic preservation;

- (E) To communicate the benefits of Historic preservation for the education, prosperity, and general welfare of residents, visitors and tourists;
- (F) To recommend to the City Council Development of incentive programs, either public or private, to encourage the preservation of the City's Historic resources;
- (G) To administer all City-sponsored preservation incentive programs;
- (H) To review all appeals on action taken by the Planning Department regarding compliance with the Design Guidelines for Park City's Historic Districts and Historic Sites; and
- (I) To review and take action on all designation of Sites to the Historic Sites Inventory Applications submitted to the City.

In addition to those listed above, the duties of the HPB also include (LMC 15-11-6):

- (A) Participate in the design review of any City-owned projects located within the designated Historic District.
- (B) Recommend to the City Council the purchase of interests in Property for purposes of preserving the City's cultural resources.
- (C) Recommend to the Planning Commission and the City Council zoning boundary changes for the district to preserve the historical integrity of the Area. Subdivision, Conditional Uses and planned unit Development Applications must continue to be acted upon by the Planning Commission.
- (D) Provide advice and guidance on request of the Property Owner or occupant on the construction, restoration, alteration, decoration, landscaping, or maintenance of any cultural resource, Historic Site, and Property within the Historic District, or neighboring Property within a two (2) block radius of the Historic District.

Planning Staff Current Ongoing Projects:

- **Pending Ordinance**
On August 6, 2015, the City Council directed the Planning Department to move forward with a pending ordinance. The purpose of the pending ordinance is to expand the Historic Sites Inventory criteria to include the following terms:
 - any structure that has received a historic grant from the City;
 - has previously been on the Historic Site Inventory or listed as significant or contributory on any recognizant or other historic survey;
 - or despite non-historic additions retain its historic scale, context, materials in a manner and degree which can reasonably be restored to historic form.

In addition, the pending ordinance is also to amend Land Management Code to include demolition permits for all structures in a Historic District to be reviewed by the Historic Preservation Board.

The Historic Preservation Board has been meeting on a bi-monthly basis to review any pending permits that have been affected by this ordinance.

- ***Historic District Grant Program***
Staff is currently working on restructuring the grant program and is proposing a needs-based monetary approach. Such an approach will maximize the impact

of the grant money. There have been for large monetary amounts awarded to some grant applicants in recent years. Staff is proposing that the City identify and prioritize those historic properties most endanger of being lost, contact property owners and encourage them to apply for grant funds. Staff predicts that this approach will allow the grant program to fund smaller, isolate projects rather than total renovations of historic house. Further, a preservation easement will be recorded against any property receiving grants and the easement will run with the land in perpetuity.

There were two (2) outstanding grants—943 Park Avenue and 264 Ontario—which had been on hold while we restructure the grant program. These grant requests were reviewed by City Council at the July 30, 2015 meeting and awarded.

- ***CRSA's Intensive Level Survey (ILS)***

City Council authorized the City Manager to execute a contract with Cooper Roberts Simonsen Associates (CRSA) for consulting services for historic preservation and an intensive level survey (ILS) of the Main Street National Register district. CRSA completed their research for the Main Street ILSs this winter, and they are currently working on the Mining Era residential neighborhoods. They also updated the Marsac School's (City Hall) National Register nomination to reflect the 2008-2009 renovation, and the State Historic Preservation Review Board forwarded a positive nomination to the National Park Service (NPS) in Washington, D.C., on April 16, 2015. The Marsac School was re-reviewed in July 2015 and maintained its listing on the National Register.

- ***2017 Vernacular Architecture Forum (VAF) Conference***

Staff is working closely with University of Utah Professor Emeritus Tom Carter as well as representatives from Utah Heritage Foundation, SWCA, CRSA, the LDS Church, and other municipalities to plan the 2017 VAF Conference in Salt Lake City. As part of the conference, 100 conference attendees will be participating in a one-day tour to Park City on June 1, 2017. This conference attracts academics, professional preservationists, architects, and planners, as well as government representatives.

- ***Mine Sites***

Staff has been collaborating with Vail and other entities to determine ways in which to stabilize and preserve the extant structures, buildings, and complexes representative of our Mining Era. Staff will be providing a thorough update and asking for City Council input on this subject at today's work session. First tour to Daly-Judge Alliance and Silver King sites was in September 2013.

Would the HPB and City Council be interested in staff organizing a second tour of the mine sites with the Park City Museum and Utah State History?

- **Annual Historic Preservation Board (HPB) Award**
 Since 2011, the HPB has honored projects in the community for their exemplary historic preservation. The Board has agreed that the HPB Preservation Award should not compete with any of the Historical Society's awards, but complement the existing joint preservation efforts already taking place and highlight the *Design Guidelines for Historic Districts and Historic Sites* by which all development in the Historic Districts must comply. The 2014 award was granted to the restored garage at 101 Prospect Avenue in May.
- **Updates to the Design Guidelines**
 Following the adoption of the 2009 Design Guidelines, staff committed to reviewing and evaluating the effectiveness of the guidelines on an annual basis. Staff reviewed a proposed outline for updating the Design Guidelines with the HPB in January 2015. Staff intends to begin reviewing specific guidelines and sections with the HPB during the fall of 2015.
- **Updates to the Historic Sites Inventory (HSI)**
 One of the goals of the CRSA ILS is to ensure that the Planning Department has a comprehensive list of historic properties in Park City based upon an intensive level survey (the existing list is based on a 2009 reconnaissance level survey). Since March 2015, staff has been reviewing updates to the HSI with the help of the HPB. Thus far, staff has nominated three (3) additional houses and two (2) accessory structures to the HSI. Going forward, staff will continue recommend updates to the HPB to amend the HSI to include changes in designation (significant to landmark, or vice versa), clarify the historic designation of accessory structures, and add any additional historic sites that may not have been included in the 2009 adopted Historic Sites Inventory which meet the criteria.
- **We ♥ Our Historic District Open House**
 The Historic Preservation Board and staff hosted a "We ♥ the Historic District" open house on Wednesday, February 18th in City Council Chambers. As part of a series of meetings to kick-off the HPB's review of the *Design Guidelines for Historic Districts and Historic Sites*, the purpose of this Valentine's Day-themed event was to provide an opportunity for the public to:

 - Provide input on the existing *Design Guidelines*
 - Learn more about doing work in Old Town and application processes
 - Meet the Historic Preservation Board
 - Discuss their concerns and questions with staff
 - Share their appreciation of the Historic District

More than 75 people attended the open house to meet with staff and members of the Historic Preservation Board.

- **Funding for Historic District Grant Program**

During the July 30th work session with City Council, staff proposed restructuring the grant program to identify and prioritize those historic properties that are in the most danger of being lost. Under the current structure, grant funds are awarded to any property identified by the Historic Sites Inventory (HSI) that are starting construction. The Historic Preservation Board (HPB) can grant awards up to a maximum of \$25,000; however, applicants can be awarded larger grant funds with City Council approval based on the proposed scope of work. Currently, the grant program is funded through the Main Street and Lower Park Avenue Redevelopment Agencies (RDAs). We currently have allocated:

Main Street RDA	\$30,000 or adjusted by City Council
Lower Park Avenue	\$50,000 or adjusted by City Council
General Fund	\$47,136

City Council has expressed interested in increasing these allocated amounts. The Budget Manager will be returning to City Council on September 17, 2015, to discuss the budget in more detail.

In addition to the Historic District Grant Program, City Council also assisted the Park City Museum in funding tree removal around the aerial tramway towers in summer 2014 using abatement funds.

Staff added Conditions of Approval to Vail’s Conditional Use Permit (CUP) in 2015 that required the resort to identify and stabilize extant mining structures within its leasable area. Vail has contracted SWCA to conduct a reconnaissance level survey of their property, completed in mid-July. Following the survey, Vail, SWCA, and the Planning Department will work together to create a prioritized list of endangered buildings. Vail has committed \$50,000 prior to October 2015 to stabilizing the initial list of structures.

Department Review:

This report has been reviewed by the City Manager and the Legal Department.



MANAGER'S REPORT – 9/3/2015

Submitted by: Jason Christensen
Subject: Pumping Surcharge Map Correction

An error was been found in the Pumping Surcharge Map included in the Fee Schedule adopted on June 18th, 2015. The purpose of this Managers Report is to inform Council of this issue and to share the resolution of this issue.

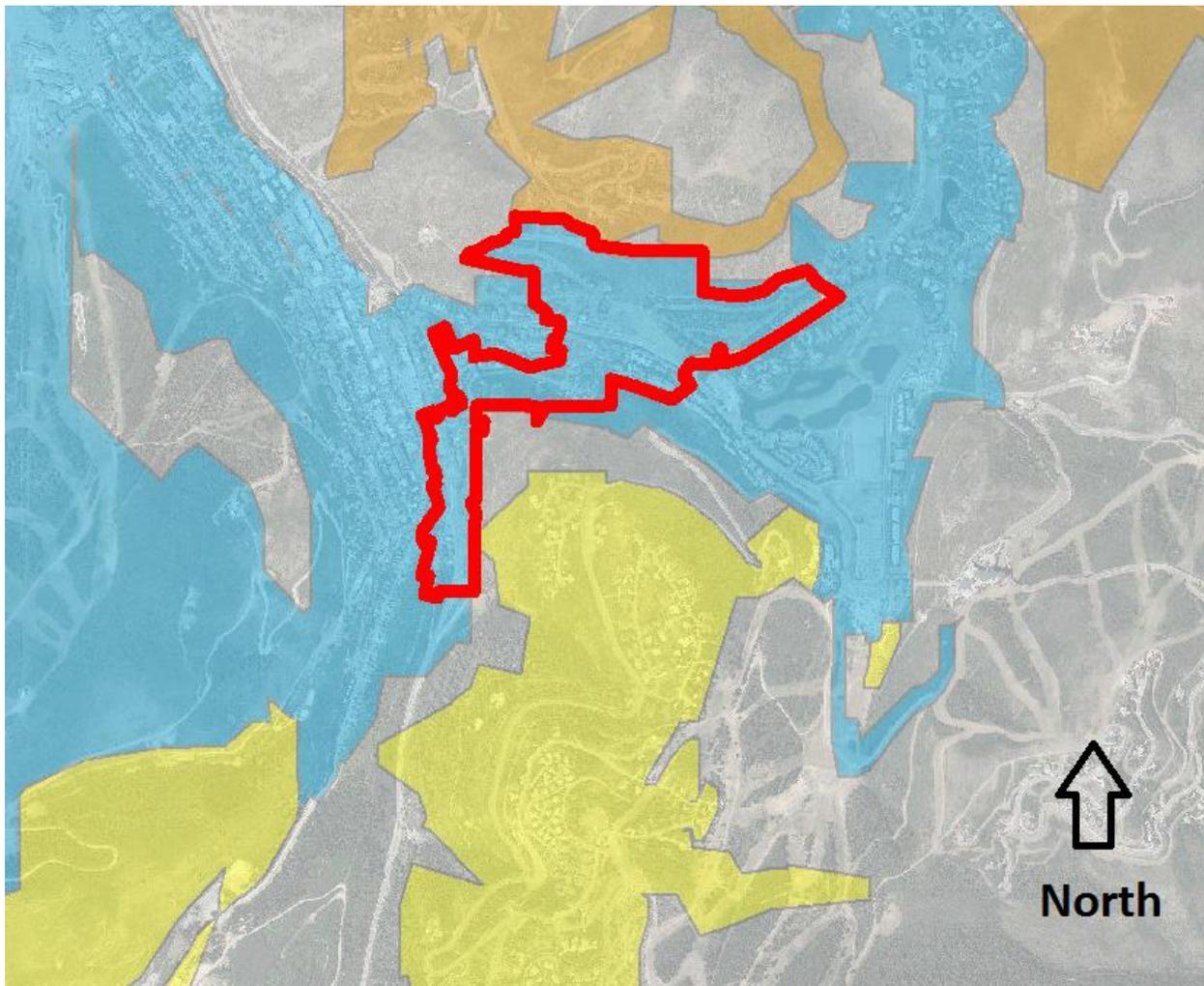
Respectfully:

Jason Christensen, Conservation & Tech Coordinator

An error has been found in the Pumping Surcharge Map included in the Fee Schedule adopted on June 18th, 2015. The purpose of this Managers Report is to inform Council of this issue and to share the resolution of this issue.

The adopted Pumping Based Surcharge is found in two locations. The first is a table that assigns pressure zones to one of the five pumping Surcharge Groups. This table is the data that is used by staff to bill the pumping surcharge. It is accurate, and reflects the analysis done by the consulting engineer to identify equitable groups for the surcharge.

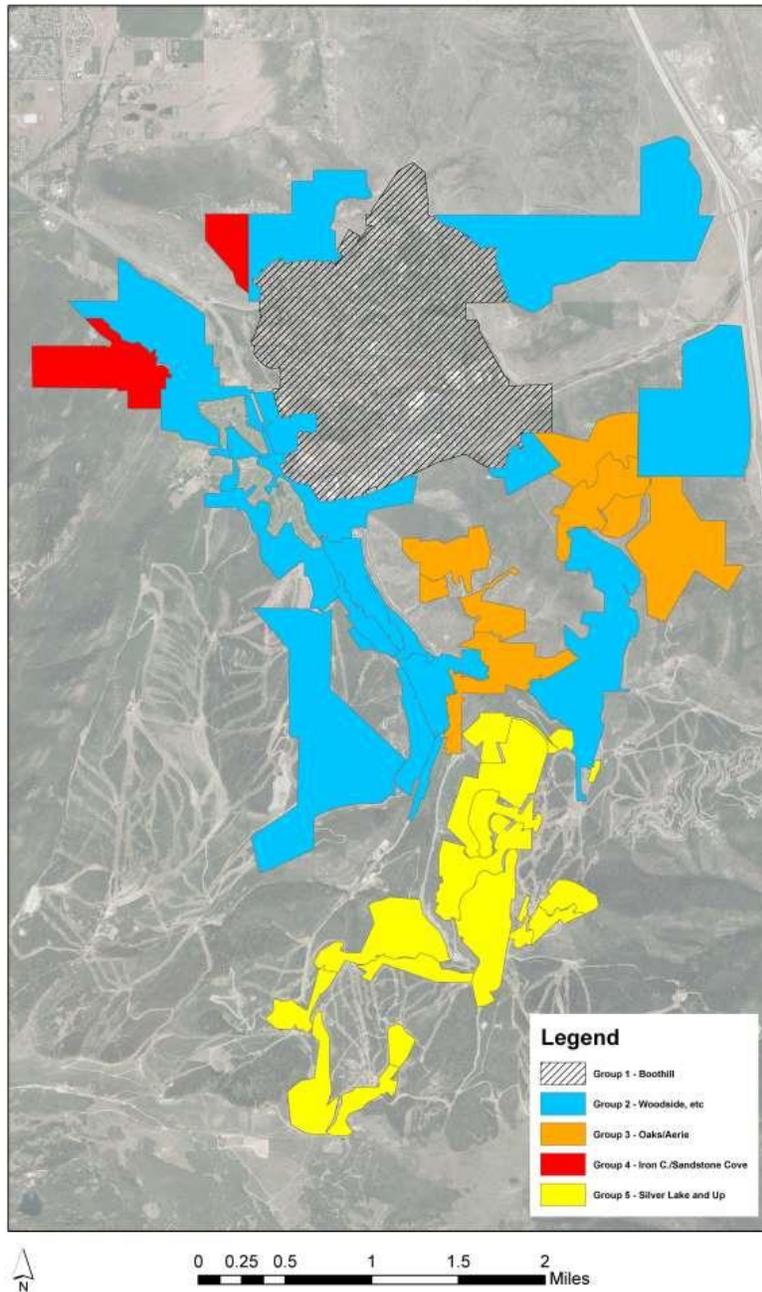
The second location is a map that geographically shows the extent of the Surcharge Groups by color. This map was created in order to quickly share the pumping zone information. It is not used by staff to bill. The map incorrectly places the Pinnacle Pumping zone in surcharge Group No. 2 instead of where it should be in Surcharge Group No. 3. This reflects a difference of \$0.65 per thousand gallons. This error was identified by a resident.



This image shows the Pinnacle Zone as shown in error in the Fee Schedule. The area has since been colored orange to reflect the correct Pumping Surcharge Zone.

All accounts have been billed at the correct Pumping Surcharge group as reflected by the table and as assigned by the Technical Memoranda. Staff has updated the Map to reflect the correct Pumping Surcharge group. Residents will notice no change in their billing, as staff uses the accurate table to bill accounts. There are about 274 accounts in the Pinnacle Zone representing just less than 1% of total drinking water use. A copy of the corrected map is attached to this Managers Report.

Pumping Surcharge Map





MANAGER'S REPORT – 9/3/2015

Submitted by: Matthew Abbott
Subject: Park City Municipal Interior LED Lighting Retrofit

Staff wishes to provide an update to City Council regarding PCMC's interior LED Lighting Retrofit.

Respectfully:

Matthew Abbott, Environmental Program Manager



To: Honorable Mayor/Members of City Council

From: City Manager's Office

MANAGER'S REPORT – September 3, 2015

Submitted by Bina Skordas, Sustainable Energy Project Manager

PCMC Interior LED Lighting Retrofit

Park City began a lighting retrofit this August with approval from City Council. This project was motivated by Park City Municipal's history of retrofitting its facilities for energy efficiency. The pilot phase of this LED lighting was completed in the Sustainability Office, where it was well received due to the fact that replacement bulbs do not change the existing fixtures, diminish the quality of light or the overall aesthetic.

Lighting alone represents up to 25.5% of a typical commercial building's energy use, Retrofitting interior lighting to LEDs will reduce municipal electricity usage by approximately 5%. LEDs will also eliminate the cost and maintenance associated with ballasts used in our existing fluorescent light fixtures. PCMC currently replaces ballasts at least five times more frequently than average and struggles to get these ballasts replaced under warranty.

Phase I includes China Bridge, City Hall, Transit Center and the Compactor Shed will generate the largest amount of savings compared to Phases II and III. City Hall required over 800 new bulbs, these bulbs are expected to save almost \$2,000 annually. City Hall is a priority because it is our flagship site and one point away from achieving Energy Star. China Bridge has the highest return on investment and we are receiving a \$7,175.09 incentive from Rocky Mountain Power. ***With annual savings estimated at \$13,324.91, China Bridge will be paid off in less than one year through energy savings alone.*** Staff also took the opportunity to expand and improve emergency lighting in China Bridge. Staff anticipates having both China Bridge and City Hall retrofitted by September 10, 2015.

Phase II includes Public Works and the Ice Arena. The contractor has worked closely with staff at both locations to ensure the lights are appropriate for activities and work that occurs at each facility. The Ice Arena requires specific LED bulbs that don't interfere with the quality of the Ice.

Phase III includes the MARC and the Police Station. With the recent solar panel installation on the MARC this retrofit will add to the energy savings the MARC will soon see. The MARC is one of the City's most energy intensive facilities, being able to offset some of the energy used is a great step towards a more sustainable recreation center for the city.



DATE: September 3, 2015

TO HONORABLE MAYOR AND COUNCIL

Per Council direction, Staff is providing Council information for sanitation requirements for event activity during Sundance.

Respectfully:

Matt Dias, Asst City Manager



City Council Staff Report

Subject: Temporary Restroom Facilities during Sundance
Author: Kurt Simister, Deputy Fire Marshal
Department: Building Department
Date: August 27, 2015
Type of Item: Informational

Summary Recommendations:

Staff recommends that the City not provide temporary restroom facilities to accommodate increased occupant loads within structures during Sundance.

Executive Summary:

Per Council direction, Staff is providing Council information for sanitation requirements for event activity during Sundance. These event activities normally take place in structures and for public use on City owned public property. It's important to address each concern separately.

Background:

On Dec 11, 2014 and June 11, 2015, City Council requested staff to return with a discussion on temporary restrooms during Sundance. (See Exhibit A and B)

During Sundance 2015, Park City provided temporary restrooms.(Royal Restrooms) They were not consistently utilized. The total cost to the City for providing these restrooms was \$8,654.00. (See Exhibit C)

As a result of the additional restrooms, nine event venues (out of a total of 96 venue sites) **signed the Bathrooms Hardship form** (see Exhibit D) and were given higher occupant loads, (see Exhibit E). The waivers were issued to roughly 8.6% of the venue locations. The restroom provider communicated that the use of the restrooms was low and that they did not witness lines at the restrooms similar to other locations. Additionally, the restrooms were located on city property, sometimes several hundred feet from the venue locations. Due to the low usage, it is unlikely that the visitors made the effort to utilize the restroom consistent with the demand created as a result of the increased occupant load in the corresponding venue locations.

Existing businesses which have been previously approved for an occupancy classification use of "B" which is for 49 or less occupants (or Business) meet the International Building Code requirements for sanitation. During Sundance, it is common for these locations to apply for increased occupant loads or "A" (or Assembly) use which is 50 occupants or more. It's common to see occupant loads during Sundance around 300 and as high as 700 occupants in a given space. This change of use and increase in occupants triggers a more restrictive sanitation requirement in accordance with the International Building and Plumbing Codes. The International Plumbing Code identifies required sanitation facilities in Table 403.1 (See Exhibit F)

Analysis:

The Building Official, Deputy Fire Marshall, and Building Inspectors are obligated to meet the intent of the adopted code requirement. It is staff's opinion that allowing increased occupant numbers as a result of temporary restrooms is a violation of the International Plumbing Code. In previous years 1 per 65 occupants was used which did not meet the requirement of the international plumbing code table 403.1, this table requires 1 per 40 occupants per fixture unit. (See Exhibit D) Its staffs understanding that this was done due to the short term and small scale of events at that time. However, events have increased in number and scale and the policy was never code compliant.

This activity we feel should not be used as an unfair advantage to obtain additional occupant load increases, when other existing owners have made their places of business adaptable for assembly use.

Additionally, providing the restrooms resulted in an increased workload on city staff to manage them and, in addition to paying for PCMC staff time, the taxpayer, through the City, paid \$8,654.40 for the cost of the restrooms. (Obtain contract for services, open and close restrooms daily, etc.)

It can be a benefit for property owners to be able to rent their spaces during Sundance at an increased occupant load, which triggers the A use. It can be a significant impact to property owners to have to install new restrooms facilities, losing square footage and also absorb those costs. There is at least one Main Street Business owner who added restrooms to his space specifically to meet this code requirement. He was unhappy that other business owners were not being held to the same standard during Sundance 2015 and the City Manager assured him that because the City had had the non-compliant owners sign the Bathroom Hardship Form, the City would not allow this unfair advantage during Sundance 2016.

Staff would like to clarify that the nine spaces can continue to be rented, even if additional restrooms are not permanently installed or temporary facilities are provided. The lack of facilities may limit the occupant load within the space, but not prohibit the rental activity.

Other large events have been required to provide restroom facilities as needed to accommodate visitors (Arts Fest, Silly Sunday Market, Tour of Utah, and Sundance film festival, etc.). However, these did not allow the event to increase occupant loads within enclosed structures.

Department Review:

Building, Legal, Planning, Special Events and Executive Department have reviewed this staff report.

Recommendation:

Staff recommends that the City not provide temporary restroom facilities to accommodate increased occupant leads within structures.

Exhibit A Dec 11 2014 city council meeting minutes
Exhibit B June 11 2015 city council meeting minutes
Exhibit C Royal restroom billing
Exhibit D Bathroom Hardships Letter
Exhibit E Bathroom Waivers
Exhibit F Plumbing Code Table 403.1

EXHIBIT A

Council thanked the Finance Staff for the great CAFR and Audit Report.

1. Consideration of the Comprehensive Annual Financial Report and 2014 Audit
2. Consideration of the Local Consent for Special Event Temporary Alcoholic Beverage Licenses during the Sundance Film Festival
3. Consideration to authorize the City Manager to execute a Second Amendment to the Professional Services Agreement, in a form approved by the City Attorney, with Bowen Collins and Associates for 2013 Water Pipelines-Segment B Design and Construction Services in an amount of \$98,600

**Council member Simpson moved the consent agenda
Council member Peek seconded
Approved unanimously**

V. OLD BUSINESS

1. International Plumbing Code requirements related to Change of Use in regards to allowable occupant load

Chad Root, Building Official, spoke to the misunderstanding of the level playing field comment, stating that this has always been a level playing field working with the State Code as a 1 per 40 ratio. He stated that the only way around this law is to provide a porta potty station near the property. He spoke to the way staff has treated this issue in the past is that they are grandfathered in until they remodel the space. Council member Beerman stated that he appreciates the report for clarification; he feels that the work around with the outside facilities is going against the health code and would be against that in any form. Council member Peek stated that he is in favor of following the code. Council member Simpson stated that she feels it should be staff discretion on a case by case basis. Council member Henney inquired if staff has been enforcing this code in the past years. Root stated that staff has been enforcing these laws and have been cracking down even harder over the past three years. Council member Matsumoto stated that she is not opposed to a bank of restrooms. Council members Beerman and Matsumoto are concerned with making this difficult for the Main Street businesses. Council member Henney is with Beerman and Matsumoto to have wiggle room for the merchants. Council member Simpson stated that she is not in disagreement with anyone and does not have any problem bringing "royal restrooms" in rather than having on the street use and feels staff should work through this year and present any recommendations during the follow-up meeting following Sundance. Council member Peek changed this mind and would be fine with "royal restrooms."

Mayor Thomas opened the floor to public input.

Mike Sweeney stated that with a MFL the license it is required to add the porta potties and feels that staff and Council need to come up with a game plan to set up a bank of potties that everyone would help pay for.

VI. NEW BUSINESS

1. Consideration of the Council Authority to Approve Type 2 Convention Sales License

EXHIBIT B

rid the street of the clutter. She also spoke to the contamination of the recycling.

Paul Beesom, Old Town Resident, stated that this problem is created because of the big bins and the addition of the recycle bins. Stated that he watched the street sweeper go up and down the street and saw that it was ineffective due to the toters. As well as a safety issue with the narrow streets. Suggested community outreach using KPCW and the Park Record asking residents to clean up the streets. Spoke to the bin sizes and a remote location for dropping off trash and opting out of the pick-up program.

Becca Gerber shared two personal experiences stating that she ends up moving all the cans from nightly rentals back to the proper residents.

Council member Beerman stated that he feels like this is Groundhog Day!

McPolin Barn Preservation Update

Matt Dias, Assistant City Manager, Jonathan Weidenhamer, Economic Development Manager; Denise Carey, McPolin Barn and Golf Coordinator and Brett Goodman with BHB Engineering spoke to the McPolin Barn improvements. Dias stated that there is a budget request \$800,000 following direction from the February 2015 work session discussion. Thomas states the fix that was made 25 years ago was just a solution to keep it from falling over and feels there needs to be a more aggressive plan to stabilize it and remove the cables which might be doing more damage than good. Matsumoto states she doesn't want the look of the barn to change, inside or outside and is concerned about the mention of using steel in the analysis. Goodman states there are ways to wrap the steel in wood or make it less visible and intrusive. States the upgrades are challenging since most of what they would be doing will be visible. States they feel getting to code level is the best way to go. Dias reminds Council will have many more opportunities to discuss the options before any changes are made to the barn. Simpson thanks Staff for all their hard work and fully supports their direction. Is willing to spend more money but doesn't want to go in that direction until we have heard from the community about how they feel the barn should be used. Carey states they have had over 460 public comments on the survey that reflect their desires to hold more public events and be able to go inside the barn. Beerman agrees with Matsumoto to reserve the historic look and is interested in hearing public comments. Goodman states the outbuilding across the street is in need of work to be stabilized. The west facing barn wall is getting weak from wind blowing on it -- states those are the 2 most critical areas that need immediate attention. Weidenhamer states they have confirmed with BHB that the barn is not in immediate danger of falling over or being dangerous.

Sundance Business License Process

Rebecca Gillis, Finance Manager and Michelle Downard, Deputy Building Official, gave Council an update from last Sundance and spoke to next steps for the upcoming 2016 Festival. The biggest issue from this year was the late applicants - 400 hours of overtime; 650 hours total w/additional staff were spent on late applications. Staff stated 101 permits were applied for within the last week before the festival. Staff is still anticipating the same number of late applicants and are proposing the designed occupancy load to be required at time of application, special meeting to be held on or before 1/19/16 and an additional fee of \$76 per application to be heard at a special meeting to cover costs. Gillis explained how they arrived at the \$76 dollar fee based on this past year's costs. Council member Beerman asks for clarification on the rule that doesn't allow the city to shut down a

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business unless there is life-threatening danger. City Attorney Harrington explains why just shutting down businesses without a paper license is not legal. Council member Beerman states he feels we are not hard enough on chronic abusers who skirt the licensing law. Gillis states violators who haven't paid past fines can be denied future licenses. Council member Simpson asks how we track abusers and hold the right people responsible. Harrington explains it varies under the circumstances and depends on the nature of the citation and other factors. Council member Beerman tells about repeat offenders he is familiar with and asks how we stop them. Harrington explains individual applicants who violate the law can be flagged and given stricter compliance regulations but warns against having a one strike and you're out, black and white rule. Council member Henney asks if repeat offenders are easy to track and is there concern from Staff about them. Downard explains individual tracking can be difficult due to name changes, entity changes, etc. Kurt Simister explains there are repeat offenders who show up in different organizations or hide behind front men. Council member Simpson addresses concern about all steps that have to take place after Council approval and asks if Council approval can be done at the very end of the process to alleviate the workload on Staff. Simister states all the requirements are to promote safety and that that should be the focus. Gillis states there are some code issues that have to be worked through first to arrange that. Council member Matsumoto suggests Staff be flexible with the process as it is hard for the public to understand all the steps and the order they should go in. Downard states Staff understands the difficulty and is flexible. Council member Henney agrees with Simpson but asks for Staff's opinion as they would know best how the process can be made better. Council member Beerman expresses frustration with the process changing from year to year and frustration with Staff focusing on small matters instead of real-life solutions. Simister states they are seeing 30% increases in tag-on activities and that the last 10-day rush is due to promoters looking for ways to cover tag-on activity costs. Council member Matsumoto asks if anyone applies early for a pre-inspection. Downard states yes there are some who apply, which allows Staff to address safety issues up front instead of at the last minute. Foster states Council can send a strong message by not agreeing to hold a special meeting, which would reflect their concern for Staff's time as well. Council member Simpson feels there's no way to avoid a special meeting since there will always be applicants having to apply late due to events beyond their control. Council members Henney and Matsumoto asked about 1 bathroom per 40 people code requirement. Chief Building Official Chad Root says the intention was to avoid having Main Street lined with port-a-potties. Council member Matsumoto says having a bank of port-a-potties on the street might not be a bad idea since festival-goers are out on the street anyway. Foster clarifies that last year we communicated to business owners and had them sign a form stating they would need to solve their bathroom situation per international code requirements. Council member Henney states he feels lines of people waiting outside a venue to get in would constitute a need for the port-a-potties. Council member Simpson feels the City should not be responsible for paying for the port-a-potties but people should have the option to step up and pay for them themselves. Council member Matsumoto states she is in favor of limiting occupancy based on bathroom needs but also feels we should look at ways to provide proper bathroom facilities for the crowds but is not sure who the responsibility falls on. Council member Beerman states he feels we should provide additional bathrooms for the crowds but that adding a bathroom to a building just for the festival may not be feasible for a lot of owners. Council member Simpson feels business owners who didn't apply for a bathroom hardship waiver last year should be allowed to apply for one next year. Weidenhamer recommends we limp through

EB

the bathroom issue for a few more years until more public restrooms are available on Main Street. Root states about six owners applied for a bathroom hardship and about eight business owners added bathrooms for the festival. Mayor Thomas states he feels if people want to play they should pay; in other words, if they depend on the income from Sundance, they should figure out a bathroom solution, states he liked the direction Staff was headed with the code requirement. Council supports recommendations one through five and asks Staff to come back on six. Event Staff will look at city-funded port- a-potties and recommendations.

Community Engagement Update

Phyllis Robinson, Community Affairs Manager, Craig Sanchez, Sustainability and Elizabeth Quinn-Fregulia, Sustainability, spoke to engagement activities they have been working on such as the "What's Next" forum, Library grand opening, Public Office seminar and beautification projects around town. Quinn-Fregulia spoke about the Community Newsletter and their three-pronged approach of revamping it. Three prongs are the look, they came up with a new template that really pops; the content, they thought of ways to make it more than just regurgitating what is on the radio such as having the people involved tell the story to enliven and better illustrate each story; and third the delivery platform. Quinn-Fregulia reports their open and click-through rates for newsletter readership have increased in the three months they've made these improvements. Results show people are interested in who's working for the city and what they're doing for the city. Total distribution rate is about 3,000. Council member Simpson states Staff has done a fabulous job revamping the newsletter and is thrilled they have an editorial calendar. Council member Henney reports he noticed the new look and was drawn in to read the stories. Council member Simpson suggested reaching out to HOAs and second-home owners to get the newsletter in their hands. Council member Beerman loves the new look and personal touch, suggests signing people up for the newsletter at upcoming community events. Sanchez discusses "Let's Talk Park City" by Mind Mixer launched a few years ago and states they are trying to do more public participation with community check-in activities that allows community to engage and give their feedback, opinions, etc. States they are looking to get better demographic data from Mind Mixer. Discussed the survey they did this spring that asked four questions regarding priorities such as environmental conservatism, how well are we doing, continuing open space and managing growth and an open comment. Several top comments addressed concerns about becoming a resort area with not many locals left, confusion on where we're headed with growth, environmental concerns, affordable housing.

Robinson addressed community outreach efforts in Lower Park Avenue regarding topics such as housing, community services, city-owned land, childcare and re-opening of the library which serves as an anchor to that neighborhood. States Staff will present a set of development alternatives to Council on July 16th and will return to Council for recommendation on an approach following the July 13-16 Design Studio. Robinson discussed the National Citizen Survey her team will be heading up again this year asking Council if they are interested in Staff sending out the survey with the yellow envelopes again. Council concurred. Council member Simpson states she is not interested in talking about additional activities since we are loaded up right now, but would like to add to the survey a question about why people don't ride the bus. Council member Henney states he likes being able to interact with people in their own neighborhoods and would like to have

ROYAL RESTROOM
EXHIBIT-C



PO Box 981832
Park City, Utah 84098

Invoice

Date 12/29/2014
Invoice # 1251

Bill To:
Park City Municipal Corporation
PO Box 1480
Park City, UT 84060

Comments or Special Instructions:
Restroom Rental
January 21-31, 2015
Park City UT

~~Pay with GL Code = 011-40101-05 850-000-100~~

PO #	Due Date
	2/2/2015

Item	Quantity	Description	Price	Amount
101 Restroom		10 Stall Restroom	2,200.00	2,200.00T
50 R		UT 5 Station Restroom	1,100.00	1,100.00T
51 R P		5 Station Platinum Restroom	1,100.00	1,100.00T
Waste Removal	7	Contract Waste Removal	175.00	1,225.00
Cleaning Service	6	Schedule Cleaning	250.00	1,500.00
Water Fill	5	water fill	250.00	1,250.00
		Delivery/Setup/Pickup No Charge		

A 3% fee will be charged to credit card payments

Subtotal \$8,375.00

Charge: Visa ___ Master Card ___ Discover ___

Sales Tax (6.35%) \$279.40

Card Number

CVC Code/Security Code

Signature

EXP. Date

Total Due \$8,654.40

Make Checks Payable to Royal Restrooms of Utah

Thank you For your Business!

EXHIBIT - D



Park City Municipal Corporation
Department of Building Safety

FROM: Chad Root, CBO
SUBJECT: Bathroom Hardships
DATE: December 19, 2014

Purpose: To give guidance and a onetime hardship on the bathroom requirements on Main Street in the old part of town during master festivals. Fees may be required to be paid to the City to supply restrooms on a temporary basis.

Requirements: The State adopted International Building Code and International Plumbing Code requires one stall per 40 occupants in A2 uses. This approval will hereby allow temporary event activities to operate with the benefit of temporary restroom facilities in 2015 only.

This approval is provided with the understanding that no additional approvals will be given. This is a one-time accommodation. In the future, all events will be required to provide permanent restrooms to the required ratio on site as stated in the International Building and International Plumbing Code.

By signing below the responsible party understands that this is a onetime hardship waiver and any future events to increase occupancy you must be able to account for the occupant loads with onsite bathrooms. The responsible party also agrees to pay any possible fees that may be required to cover the cost of service to supply portable restrooms.

Address: _____

Owner/Responsible Party Signature: _____

CBO/Fire Code Official Signature: _____

Occupant Load given with waver for 2015 Sundance Only: _____

8

EXHIBIT F

CHAPTER 4

FIXTURES, FAUCETS AND FIXTURE FITTINGS

SECTION 401 GENERAL

401.1 **Scope.** This chapter shall govern the materials, design and installation of plumbing fixtures, faucets and fixture fittings in accordance with the type of *occupancy*, and shall provide for the minimum number of fixtures for various types of occupancies.

401.2 **Prohibited fixtures and connections.** Water closets having a concealed trap seal or an unventilated space or having walls that are not thoroughly washed at each discharge in accordance with ASME A112.19.2/CSA B45.1 shall be prohibited. Any water closet that permits siphonage of the contents of the bowl back into the tank shall be prohibited. Trough urinals shall be prohibited.

401.3 **Water conservation.** The maximum water flow rates and flush volume for plumbing fixtures and fixture fittings shall comply with Section 604.4.

SECTION 402 FIXTURE MATERIALS

402.1 **Quality of fixtures.** Plumbing fixtures shall be constructed of *approved* materials, with smooth, impervious surfaces, free from defects and concealed fouling surfaces, and shall conform to standards cited in this code. All porcelain

enameled surfaces on plumbing fixtures shall be acid resistant.

402.2 **Materials for specialty fixtures.** Materials for specialty fixtures not otherwise covered in this code shall be of stainless steel, soapstone, chemical stoneware or plastic, or shall be lined with lead, copper-base alloy, nickel-copper alloy, corrosion-resistant steel or other material especially suited to the application for which the fixture is intended.

402.3 **Sheet copper.** Sheet copper for general applications shall conform to ASTM B 152 and shall not weigh less than 12 ounces per square foot (3.7 kg/m^2).

402.4 **Sheet lead.** Sheet lead for pans shall not weigh less than 4 pounds per square foot (19.5 kg/m^2) coated with an asphalt paint or other *approved* coating.

SECTION 403 MINIMUM PLUMBING FACILITIES

403.1 **Minimum number of fixtures.** Plumbing fixtures shall be provided for the type of *occupancy* and in the minimum number shown in Table 403.1. Types of occupancies not shown in Table 403.1 shall be considered individually by the code official. The number of occupants shall be determined by the *International Building Code*. *Occupancy* classification shall be determined in accordance with the *International Building Code*.

TABLE 403.1
MINIMUM NUMBER OF REQUIRED PLUMBING FIXTURES^a
(See Sections 403.2 and 403.3)

NO.	CLASSIFICATION	OCCUPANCY	DESCRIPTION	WATER CLOSETS (URINALS SEE SECTION 419.2)		LAVATORIES		BATHTUBS/ SHOWERS	DRINKING FOUNTAIN ^b (SEE SECTION 410.1)	OTHER
				MALE	FEMALE	MALE	FEMALE			
1	Assembly	A-1 ^d	Theaters and other buildings for the performing arts and motion pictures	1 per 125	1 per 65	1 per 200		—	1 per 500	1 service sink
		A-2 ^d	Nightclubs, bars, taverns, dance halls and buildings for similar purposes	1 per 40	1 per 40	1 per 75		—	1 per 500	1 service sink
			Restaurants, banquet halls and food courts	1 per 75	1 per 75	1 per 200		—	1 per 500	1 service sink
		A-3 ^d	Auditoriums without permanent seating, art galleries, exhibition halls, museums, lecture halls, libraries, arcades and gymnasiums	1 per 125	1 per 65	1 per 200		—	1 per 500	1 service sink
			Passenger terminals and transportation facilities	1 per 500	1 per 500	1 per 750		—	1 per 1,000	1 service sink
			Places of worship and other religious services.	1 per 150	1 per 75	1 per 200		—	1 per 1,000	1 service sink

(continued)



DATE: September 3, 2015

TO HONORABLE MAYOR AND COUNCIL

The report continues the discussion regarding the community engagement efforts and findings related to redevelopment of city-owned properties in the Lower Park Avenue Redevelopment Area, including the July Design Studio. A set of recommendations are included to advance the Council priority of Affordable, Attainable and Middle-Income Housing: support housing development on city-owned land on Woodside Avenue and the former fire station and support a community engagement process to relocate the Senior Center within the Lower Park Avenue corridor.

Given the previous work session held on August 20, 2015, staff seeks an additional opportunity to receive Council direction.

Respectfully:

Matt Dias, Asst City Manager



City Council Staff Report

Subject: Lower Park Avenue Design Studio Next Steps
Author: Phyllis Robinson, Public Affairs Manager
Diane Foster, City Manager
Department: Communications and Public Affairs; Executive
Date: September 3, 2015
Type of Item: Work Session

This report is intended to help facilitate a continuation of the August 20, 2015 City Council discussion. The August 20 staff report can be found in Exhibit A. For an audio recording of the August 20 City Council meeting, please go to the 2:56:38 mark on the recording (2 hours, 56 minutes & 38 second into the recording). The recording can be found here:

<http://parkcityut.igm2.com/Citizens/SplitView.aspx?Mode=Video&MeetingID=2063&Format=Agenda>

Summary Recommendation:

City Council should review and make changes to the Straw Dog Proposal of a process for moving forward in Lower Park Avenue.

Executive Summary:

Park City Municipal re-engaged with the community to gather input on community needs for the Lower Park Avenue area in March 2015 following on the many years and multiple iterations of plans for the city-owned property in Lower Park Avenue outlined in the May 2014 staff report here: <http://www.parkcity.org/Modules/ShowDocument.aspx?documentid=12772>. Interviews were conducted in March-April 2015, and in May 2015 a community workshop was held to generate ideas. In July 2015 the city hosted a Design Studio was held to gather additional public input and have ideas generated by a group of ten designers from across the west. These ideas were presented to City Council in study session on July 16, 2015. These efforts were followed by public City Council work session August 20, 2015 where City Council began discussing all of the feedback received as well as beginning to discuss community-identified needs for the Lower Park Avenue area. This September 3rd work session is designed to be a continuation of the August 20 discussion and will focus on the process that Council would like to employ for moving forward.

Process for moving forward:

On July 16, 2015, staff presented the following high level process for moving forward. Staff is still operating under this high level framework. Council should provide feedback on this:

Community Engagement to Identify Ideas and Opportunities (SPRING 2015)

- Interviews
- Let's Talk Park City – Visioning and Lower Park Ave
- Community Workshop



Design Studio (July 13-16, 2015)

- Open House – Gather Comments and Introduce Participants
- Develop Concepts
- Present Concepts



Initial Internal Review (July/August 2015)

City Council Work Session (August 20, 2015)



Community Engagement to Consider and Refine Concepts (Fall 2015)

Council Work Sessions
Community Conversations
Workshops & Neighborhood Presentations
Neighborhood Meetings



Tentative Council Direction (December 2015)

Straw Dog Proposal: Process for Moving Forward (based on Council feedback received August 20, 2015)

Based on reviewing the entire the City Council discussion on August 20, 2015, staff is recommending the following approach. Council should use this recommendation, below, as a “straw dog proposal” or a *draft concept to which Council should make changes.*

1. **The East-West corridor** should be preserved as a right-of-way
2. **Replace the existing Senior Center with a space that can also function as a Community Center when not in use by the Seniors**
 - a. **The Senior Center will not remain in its current location, but will be located in the Lower Park Avenue area** (Note: The facility is not historic in its current location, as it was moved to Park City from Echo.)
 - b. **The space will be ADA compliant and have a commercial kitchen.**
 - c. **Staff should conduct an assessment of identified community center needs to determine which of those needs are being fulfilled, or can likely be fulfilled, by the Library.** For example, the non-profit community identified the need for a meeting space that could accommodate 40-80 people. PCTots has asked that childcare needs be considered; the Egyptian Theater has appreciated the rental of the Miner’s Hospital space during the summer of 2015, the Rec Building is used for summer camps (and we had to add a trailer this summer to accommodate needs) and Sundance will again be utilizing Miner’s September 1 – March 1 and the Rec building November 1 – March 1
 - d. **In November staff should bring back to Council location/site concepts & options based on all of feedback received.** Along with those location/site concepts & options, staff will bring to that discussion:
 - i. pros and cons of each location/site option
 - ii. all of the community feedback received about the Senior Center & the need for a community center;
 - iii. all of the feedback received in interviews with the Seniors; and
 - iv. all of the Design Studio concepts related to the idea of the combined Senior Center & Community Center
 - e. **If a temporary location for the Senior Center is required, the 3rd floor Community Room in the Library should be considered. It is possible to cordon off one-third of the space to allow for an exclusive use area for the senior programs.**
3. **Woodside & Park Avenue area**
 - a. **City-owned property in this area should be for some types of housing**
 - b. **Staff should bring to Council, in November, some high level housing concepts for the Woodside & Park Avenue**
 - c. **Staff should also bring to this discussion all of the community feedback received about housing and all of the Design Studio concepts presented in July.** This includes the myriad of housing ideas as well as the north-south

connection/shared street concept (Link to the July 16, 2015 Design Studio presentation: <http://www.parkcity.org/Modules/ShowDocument.aspx?documentid=15266>)

4. **Mawhinney (Skate Park) Lot:**

In the November work session where staff will present Senior Center/Community Center and housing concepts, the Mawhinney lot will be considered for either housing or as one of the location/site options for a Senior Center/Community Center.

5. **Library field:** *Because the City Council has not discussed what they would like to see or not see on the Library field, below are two “straw dog proposal” statements from which the Council could choose or to which the City Council can make changes.*

a. The Library field should not be changed in any way.

b. The Library field should be considered for one or more of the following uses:

- i. Affordable housing**
- ii. Senior programming and/or flex space**
- iii. Promenade, community gardens or other amenities**

Lower Park Avenue Redevelopment Authority FY 16 Budget

The FY16 RDA budget which includes funding for a Senior Center and housing follows. After Council provides direction and staff is able to bring refined options to Council, staff can begin to estimate the actual cost of options desired by City Council.

Lower Park RDA Budget (FY 2015 - FY 2031)									
	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2031
Revenue									
Estimated Annual Revenue	1,250,000	1,373,725	1,869,268	1,889,344	1,909,419	1,919,419	1,929,419	1,939,419	0
RDA Revenue Bond (Bonding schedule based on current budget)		11,000,000	8,000,000						
Sale of Assets (Affordable Housing)				5,569,313	6,168,750	1,668,750	4,035,000	1,668,750	
Available Beginning Balance	9,239,514	10,489,900	9,277,296	6,170,520	8,851,729	2,758,937	3,817,395	5,494,603	3,991,308
Potential Projects Estimate (as presented to TEC)									
Land Acquisitions									
Renewable Energy Projects									
PCMR Intersection Improvements (\$1 M.)									
Major Street Intersection Improvements (\$2 M.)		1,000,000		1,000,000					
Signal Improvements @ Deer Valley Drive (\$500K)									
Variable Message Board System Parking (\$500K)	250,000								
Parking Garage at SR Center (\$3M.)		200,000							
Historic home behind greenhouse									
Connection from PCMR to Main Street (Gondola/People Mover)					2,000,000				
Improvements in Bonanza Park (Streets & Utilities \$3 - 4 M.)			\$ 1,000,000	1,000,000				1,000,000	
Streetscape Improvements Park Ave. (\$3 M.)				3,000,000					
PCMR Transit Center/Parking (non-binding LOI)		10,000,000							
Potential Projects Sub Total	450,000	11,000,000	1,000,000	5,000,000	2,000,000	-	-	1,000,000	
Currently Budgeted									
City Park Improvements	108,135	100,000	100,000	100,000	100,000	100,000	100,000	100,000	
Historical Incentive Grants	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	
City-Wide Signs	17,156								
Lower Park RDA General Budget	154,498								
Affordable Housing Program	1,397,753								
Traffic Calming	39,845								
Crescent Tramway Trail		114,065							
Security Projects		51,590							
Old Town Stairs	150,000	150,000	150,000	150,000					
Skate Park Repairs		25,467							
Facility Improvements - Miner's Hospital & Rec. (SR Center)		1,000,000							
Multi-Generational Housing		530,000	6,000,000						
Library Renovation	9,065,952								
Private Land Development #1 - Affordable Housing		2,884,000							
13TH Avenue Corridor				266,000	1,620,000				
Old Town Housing - Affordable Housing				50,000	3,155,000				
Land Acquisition - Affordable Housing		2,000,000	750,000	750,000	750,000	750,000			
Neighborhood Preservation Program - Affordable Housing		1,750,000	2,225,000	2,225,000	2,225,000	2,225,000			
1450-60 Park Avenue - Affordable Housing		2,261,750							
Public Art		25,000	25,000	25,000					
Lower Park RDA Operating Budget	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	
Parks and Golf Maintenance Buildings			204,000						
Budgeted Projects Sub Total	11,123,939	11,081,872	9,644,000	3,756,000	8,040,000	3,265,000	290,000	290,000	
Total Expenses Budget & Potential Projects	11,573,939	22,081,872	10,644,000	8,756,000	10,040,000	3,265,000	290,000	1,290,000	
Debt Service Payment		\$0	\$921,432	\$1,640,961	\$1,640,961	\$1,640,961	\$1,640,961	\$1,640,961	\$1,640,961
Ending Fund Balance (Budgeted)	(1,883,825)	(591,972)	(1,288,136)	773,559	(829,233)	(2,147,024)	1,886,434	3,563,642	2,350,347
Ending Fund Balance (Including all Potential Projects)	(2,633,825)	(12,341,972)	(14,038,136)	(16,976,441)	(20,579,233)	(21,897,024)	(17,863,566)	(17,186,358)	(18,399,653)

Significant Impacts:

	World Class Multi-Seasonal Resort Destination (Economic Impact)	Preserving & Enhancing the Natural Environment (Environmental Impact)	An Inclusive Community of Diverse Economic & Cultural Opportunities (Social Equity Impact)	Responsive, Cutting-Edge & Effective Government
Which Desired Outcomes might the Recommended Action Impact?	+ Balance between tourism and local quality of life	+ Reduced municipal, business and community carbon footprints	+ Residents live and work locally	+ Streamlined and flexible operating processes
Assessment of Overall Impact on Council Priority (Quality of Life Impact)	Very Positive 	Positive 	Very Positive 	Positive 
Comments:				

Summary Recommendation:

City Council should review and make changes to the Straw Dog Proposal of a process for moving forward in Lower Park Avenue.

Attachment:

Exhibit A August 20, 2015 Staff Report on Lower Park Avenue Design Studio Next Steps



City Council Staff Report

Subject: Lower Park Avenue Design Studio Next Steps
Author: Phyllis Robinson, Public Affairs Manager
Kim Clark, Community Engagement Liaison
Department: Communications and Public Affairs
Date: August 20, 2015
Type of Item: Work Session

Summary Recommendations:

- (1) City Council should consider the input gathered through our community engagement processes: a) interviews with known user groups and the Park City Foundation; b) the May 2014 Community Workshop, c) public input received during the Design Studio process, and d) the concepts presented by the Design Studio team at the July 16 City Council Study Session.
- (2) Based upon the input received, staff recommends procuring architectural and engineering services to create a set of housing proposals for City Council consideration.
- (3) Staff further recommends the implementation of a parallel community engagement process to identify need, functional requirements and potential location for a senior center/senior programs, senior housing, and potentially other community services and opportunities.

Executive Summary: The report summarizes the community engagement efforts and findings related to redevelopment of city-owned properties in the Lower Park Avenue Redevelopment Area including the July Design Studio. A set of recommendations are included to advance the Council priority for Affordable, Attainable and Middle-Income Housing including housing on city-owned land on Woodside Avenue, Park Avenue and the former fire station along with a parallel process to identify need, functional requirements and potential location for a senior center/senior programs, senior housing, and potentially other community services and opportunities.

Acronyms Used in This Report: NONE

Background:

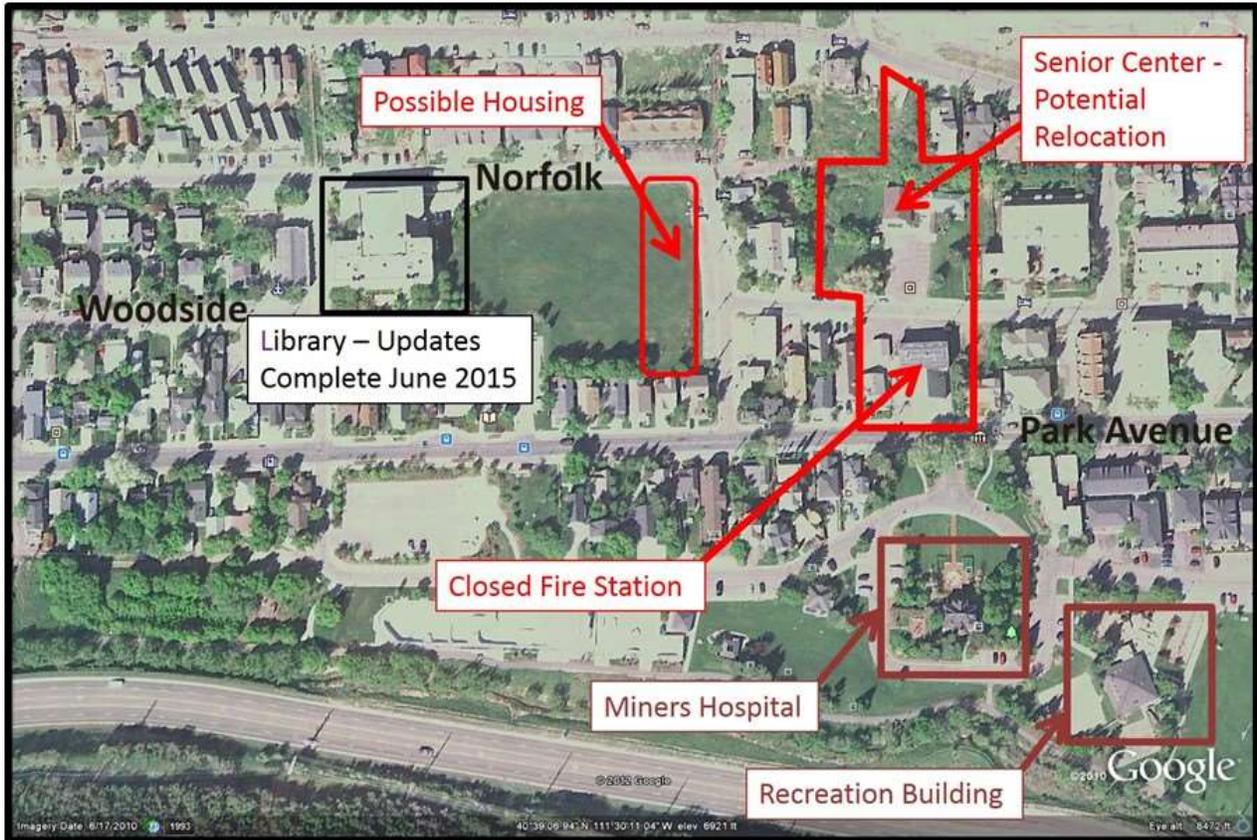
Proposals for redeveloping and/or repurposing city land and buildings in the Park Avenue Redevelopment Area have been discussed by the City Council for several years beginning with the five joint City Council/Planning Commission meetings in 2011 facilitated by Charles Buki of czb. Over the past several years Council has considered several proposals that included public-private partnerships with Powdr Corporation and rejected a number of proposals for use of the old fire station. Along the way we have seen growth in the use Miner's Hospital and City Park Recreation Building, with each of those buildings used to capacity over the last two years.

With the acquisition of the Park City Mountain Resort by Vail Resorts, Council asked staff to take a fresh look at these proposals. Most recently, in February 2015 at its annual Council Retreat Council affirmed moving forward with a robust community engagement process for all city-owned property in the Lower Park Avenue. It is a neighborhood full of history with inspiring views of the mountain and acts as a hub that brings community members together. The

neighborhood includes a variety of public, private, residential, and resort uses that have the possibility of being woven together. The pockets of Park City owned land provides an opportunity to increase housing in the community and possibly at the same time, create more community focused areas that connect historic Main Street to the Bonanza Drive area.

Lower Park Ave Design Studio Areas of Focus

- City-owned Land for Redevelopment
- Possible Enhanced Community Uses
- Project Underway



The Design Studio concept was developed as an innovative approach to bring together planning, architecture and development professionals along with subject matter experts to inform a feasible development program for properties owned by Park City. One of the reasons for hosting the Design Studio is that the Lower Park Avenue area is currently not utilized to its fullest potential. Staff developed a community engagement process that included a Design Studio that was held July 13-16, 2015.

Following the February 2015 Council Retreat staff began a community outreach process in the Lower Park Avenue area. Interviews were held with users of city buildings in Lower Park Avenue to understand how they function and their space needs, as well as Park City Community Foundation to learn more about the physical needs of nonprofits in Park City. This was followed by a community workshop on May 19. A summary of the robust conversation that took place is categorized by common themes and is listed below. A complete meeting report is attached to this report. Information gathered from this outreach informed the Design Studio participants and team members.

May 2014 Workshop Summary

Community Character

- The theme that came to this area - all needs to be easy. Lower Park Avenue is already diverse.
- Heart of Old Town is in Lower Park Avenue - should be full of gathering places
- Amenities that are family based are needed in the area: splash park, water fountain, sledding hill. The recreation building is ugly and should be torn down to accommodate multi-generational uses.
- Miners Hospital is a great place and is used by real people.
- Keep the area to meet the same historical context. The area does not need to recreate history but incorporate sustainable uses of a building.

Access

- The area should improve walkability - access to trails and sidewalks. Create a system of arteries with secondary capillaries: standard sidewalks should be complemented by an extended door-to-door system to facilitate point-to-point travel.
- To minimize traffic - a rail line from SLC Airport to Park City.
- Special attention should be paid to view corridors, walkability, and way finding.
- Traffic should be pushed away from Lower Park Avenue.
- Parking should be underground and expensive.
- Vail parking needs to be phased and a transit center should be incorporated at the PCMR lot.
- Coordinate with school district to use public transit.

Services

- There are many active seniors that need a center in Park City Need senior attainable (affordable) housing that offers a full range - independent, nursing, full service
- Senior Center needs to be on a bus line.
- Senior center needs to be in a central location and a full kitchen is important

Housing

- Promote full time residents. The housing identified on the library field should be flipped to run along Norfolk to minimize impacts to views.
- Small homes could accommodate many users - seniors, skiing and adventure culture, and small businesses.
- Affordable housing currently exists, but in the form of long-term rentals that are essentially stranded assets: owners are trying to sell them, so they remain unoccupied. Could incentivize owners to use long term rentals / family housing.

Forty-eight community members provided input through interviews and the community workshop. The full report is included as Attachment A to this report.

Design Studio

Following the interviews and community workshop, Park City hosted a 3.5 day design studio for the Lower Park Avenue area on July 13 – 16, 2015 to provide a development framework for city-owned properties in this area. The Design Studio participants received briefing materials that included Lower Park Redevelopment planning documents, the current General Plan including the Resort Center area which had specific guidance on existing city buildings, the

Empire Lowell loop and the Lower Woodside area, and community input received through interviews and workshops.

Design Studio Participants

- Chris Retzer, Newpark Property Management
- Cory Shupe, Blu Line Design
- Ehlias Louis, Gigaplex Architects
- Eric Engenolf, AIA LEED AP BD+C, Process Studio, PLLC
- Hank Louis, Gigaplex Architects
- Hans Cerny, Caddis
- Peter E. Federman, NCARB, RA (Ret.), Pete & Company
- Sid Ostergaard, Elliot Work Group
- Soren Simonsen, Community Studio
- Tim Sullivan, InterPlan Co.

Several city staff members participated in developing the Design Studio and materials, briefing the design team and serving as technical resources including former Director Thomas Eddington and former Planning Manager Kayla Sintz, planners John Boehm and Francisco Astorga, Transportation Planning Manager Alfred Knotts, Senior Transportation Planner Brooks Robinson, Economic Development Manager Jonathan Weidenhamer, Housing Specialist Rhoda Stauffer, Community Engagement Liaison Kim Clark, and Capital Budget Manager Nate Rockwood.

The Design Studio began with a walking tour of the area and a physical tour of many of the city-owned properties. A community open house to meet the team was held on Monday evening, July 13. More than eighty community members attended to ask about and provide input into the process. On July 14, following a briefing by planning, transportation, housing, economic development and capital projects, the Design Studio members reviewed all the input received and began brainstorming potential approaches based on this input. The members self-organized into three working groups to develop concepts. Over the next two days the teams developed and refined concepts. A daily wrap-up provided community members the opportunity to see the work progress, ask questions and provide additional feedback.

DESIGN STUDIO OPEN HOUSE July 13, 2015

The following is a list of the most frequent comments. The comments were taken verbatim and the number of agreements based on checkmarks) have been included under concur. The full report is included as Attachment C of this report.

Comments	Concur
Don't neglect the seniors – you will be one sooner than later. Our needs are for a proactive plan for a growing senior center. In addition, housing for the seniors should be a priority – independent residences up to assisted living More important than seasonal worker housing, engaging the seniors in the community makes us a vital part of PC Population – going to Heber or SLC does not cut it.	12
Pedestrian corridor from Park Ave to resort	10
Keep senior center in present location add 30+ studio / 1 BR apts for resident ambulatory center – add living room, game rooms on main floor – provide housing unit for resident manager- flat lot with engagement to city makes lot work	5

Doing something at this time with the library field is foolish, the 5000 lbs. gorilla is not in town (Vail Resorts) and in the next couple years the effect on this town will be unbelievable – sit on your hands for a couple years until you see the full impact of Vail on our little town	4
Aging in a place is part of community. This area is close to services – library, grocery store, pharmacy, etc. and buses and friends – assisted living facilities are not complicated to build or administer – think of age before youth.	4
Park is the living room	3
Park City development needs affordable housing but not on our library park! Pls	3
Senior voice	3
Keep it possible for long time residence who have made PC what it is, able to stay here, and after retirement	3
I worked hard to afford living in old town Now you want to give it away.	3
Large employers (ski resorts) need to be pressured to provide their own housing for seasonal workers on their own land	3

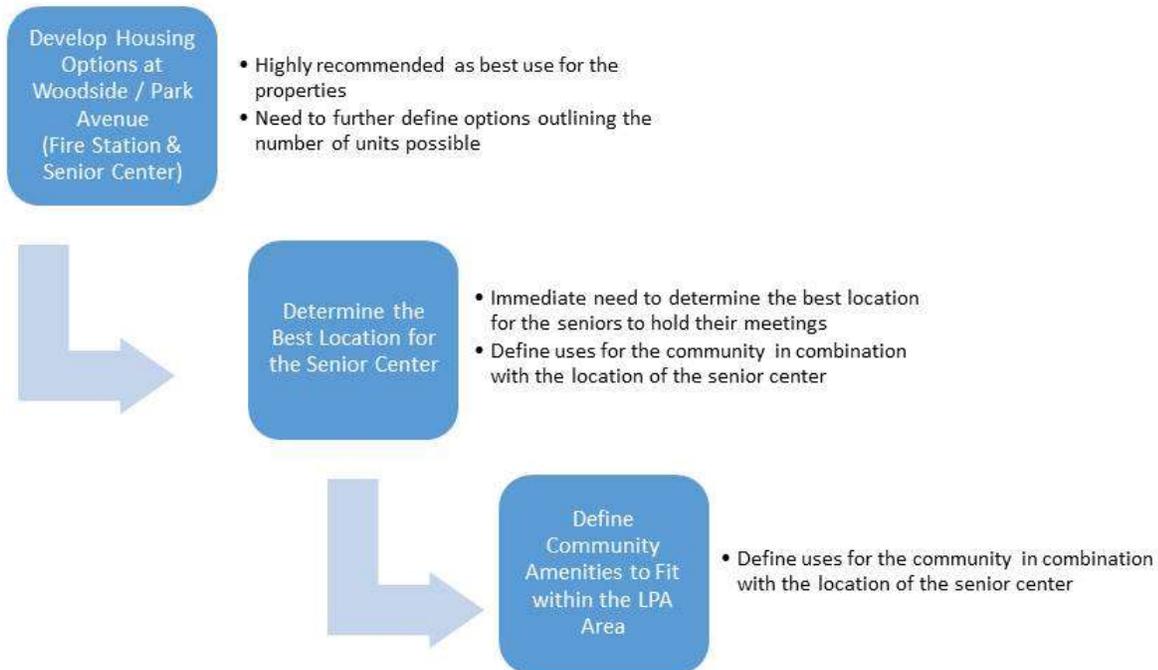
On July 16, the Design Studio concluded with a City Council Study Session. The Design Studio team presented 10 concepts for consideration to address the needs of the Redevelopment Agency, identified city critical priorities of affordable, attainable and middle income housing and transportation. A copy of the presentation is included as Attachment D. A video of this presentation is also available at <https://youtu.be/kUXk689eUyQ>

Analysis

The Design Studio is the second component of the community engagement process for the disposition of city-owned property in the Lower Park Avenue area. Following the Study Session, City staff met to discuss next steps including possible approaches to evaluating the concepts presented by the Design Studio team. We discussed, for example, could we create a matrix that looked at criteria such as constructability, cost, timeline, and consistency with General Plan, consistency with Land Management Code, consistency with the Redevelopment Authority purpose, and return on investment. The more we discussed this and similar approaches we realized that this process was premature.

The purpose of the Design Studio was to develop a range of concepts to help us move forward in our thinking about City-owned properties. The Design Studio members were given a set of parameters and goals including East-West connection, affordable housing, senior center/flex space, and connectivity to Bonanza Park and Main Street. A host of preparatory information, including staff reports for Lower Park Avenue, housing studies, the current General Plan and copies of interview and workshop notes, were provided in advance. While there was a level of discussion that focused on the criteria, the compressed time frame of 3.5 days was not intended to create final plans. The process of moving from concepts to development proposals is an iterative one. Each time a decision is made a new set of opportunities need to be evaluated. For example, choosing to do housing on Woodside Avenue will necessitate a community dialog about the location and function of the space for the Senior Center.

The diagram on the following page outlines the recommended next steps. Staff respectfully requests that all city-owned parcels remain on the table during this investigation phase



Next Steps (October – December 2015)

The city-owned property in the Lower Park Avenue area can be looked at as three separate but interrelated pods:

- (1) Woodside Avenue/Park Avenue including the Senior Center and the closed fire station extending up to Empire Avenue,
- (2) Miners Hospital campus that includes the Recreation building, and
- (3) Library Center including the library field and the Mawhinney parking lot.

Woodside Avenue/Park Avenue

As staff reviewed the concepts created during the Design Studio, the concept of housing on the city-owned land on Woodside Avenue and the fire station on Park Avenue was presented by each of the three subgroups. Another consistent theme was the creation of an east-west corridor to connect to the resort district as well as a north-south connection to the Library Center.

Given the commonality of proposed uses, together with the prior plans proposed for this property and the Council-identified Critical Priority of Housing, staff recommends procuring professional architectural and engineering services to develop a set of housing proposals for City Council consideration in early December. We believe this is consistent with Council’s direction during the April 23, 2015 study session to develop a housing project pipeline.

1. *Does Council support moving forward with preliminary design for housing on these sites?*
2. *Does Council wish to limit the scope of the areas or housing types in this preliminary design phase?*

Miners Hospital & Library campuses

If Council supports staff's recommendation to proceed with planning for housing on the Park Avenue/Woodside Avenue parcels, staff further recommends that we simultaneously address senior programs and housing needs.

Staff proposes a community engagement process to gain a comprehensive understanding of senior programs and services, planned county expansions as well as other identified community space needs. Staff recommends initial outreach to the existing senior center membership followed by expanded inquiry out to a wider audience of potential members in order to understand current and future senior needs.

We would also like to conduct further outreach within the nonprofit community. One item that was identified in earlier outreach was the need for flex space and meeting space. Since that time the Library has re-opened which may remove some of the need for meeting and community spaces. The Design Studio presented multiple options and locations for senior center/program space including the library field, Mawhinney parking lot and Miners Hospital. The concepts included a new freestanding building near Miners Hospital, incorporating as it as part of a larger flex/community space, as well as adapting an existing building such as Miners Hospital or the Recreation building for these uses. In an ideal world we would be able to resolve both issues (housing and senior program locations) without an interim location for senior programs. Unfortunately, until we have completed this engagement process and identified possible solutions we cannot project the time frame.

- 1. Does Council agree with the recommendation to conduct a two-month community engagement process to gather additional information and develop possible site locations?*
- 2. Does Council wish to limit the scope of the potential uses or locations to be considered?*

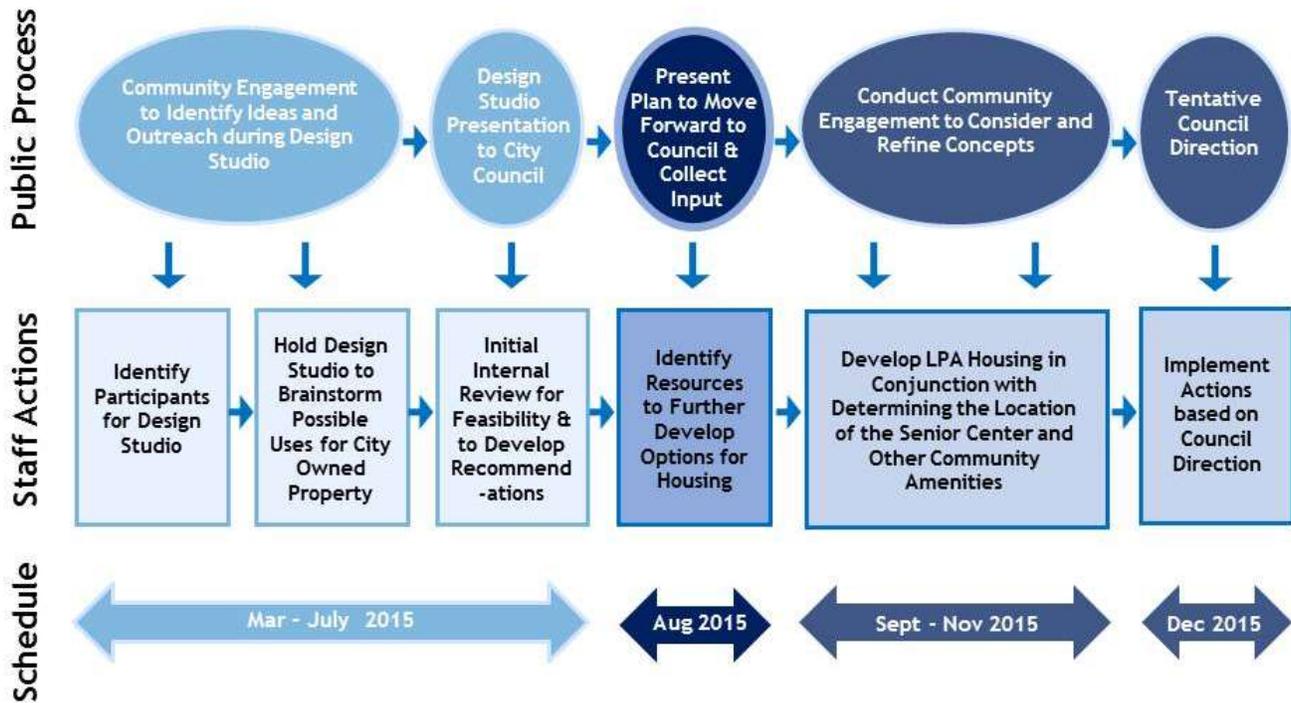
Library Field Amenities

The Design Studio looked at a range of options unrelated to housing and senior programs to enhance community use of the library field and create greater physical connectivity such as a promenade, community gardens, community gathering spaces, free play space, dog space and underground parking. From a timeline perspective staff recommends deferring discussion of these other suggestions until we have established direction on the housing and senior program needs. The resolution of these areas will inform the remaining proposed concepts. From a timeline perspective we would anticipate this process to occur in 2017.

- 3. Is Council supportive of the recommendation to defer further investigation of possible enhancements to the Library Field until we have an established direction on housing and senior program needs?*

Finally, the transportation and parking options presented by the Design Studio have been forwarded to the Transportation Planning Department to inform the current studies underway. The proposed options have a longer study and design horizon that can be pursued independent of redevelopment on the city-owned land. The recommendations presented in this report would not prohibit implementation of the transportation concepts.

The timeline below summarizes the recommended engagement process for housing, senior center and related community space.



Department Review:

This report has been reviewed by Sustainability, Legal and the City Manager.

Approve: Council could direct staff to (1) develop alternative development proposals for the Woodside and Park Avenue parcels to meet community housing needs, and (2) direct staff to proceed with a community engagement process that will identify senior and community needs and evaluate opportunities for addressing them within the Lower Park Avenue area. *Staff recommends Council direct staff to proceed with both items.*

Deny: Council could Deny the staff recommendation to develop alternative development proposals for the Woodside and Park Avenue parcels to meet community housing needs. Should Council Deny this request, staff requests Council discussion about whether to proceed with relocation of the Senior Center instead. A decision not to move forward with housing at this time will extend the time frame before housing can be produced to meet the needs of lower and middle income households.

Continue: Council could ask staff to return with further information on one or both of these requests before providing staff direction. Depending on the time frame this could impact the overall program time frame.

Do Nothing: This will have the same impact as denying the request for one or both of the items.

Funding Source: Activities proposed in this report have identified funding sources within the Five Year Capital Improvement Program.

Significant Impacts:

	World Class Multi-Seasonal Resort Destination (Economic Impact)	Preserving & Enhancing the Natural Environment (Environmental Impact)	An Inclusive Community of Diverse Economic & Cultural Opportunities (Social Equity Impact)	Responsive, Cutting-Edge & Effective Government
Which Desired Outcomes might the Recommended Action Impact?	+ Balance between tourism and local quality of life	+ Reduced municipal, business and community carbon footprints	+ Residents live and work locally	+ Streamlined and flexible operating processes
Assessment of Overall Impact on Council Priority (Quality of Life Impact)	Very Positive 	Positive 	Very Positive 	Positive 
Comments:				

Summary Recommendations: Staff is requesting Council direction on the next step in the redevelopment process for Lower Park Avenue Redevelopment Area.

1. Consider the input gathered through our community engagement processes including: a) interviews with known user groups and the Park City Foundation; b) input gathered at the May 2014 Community Workshop, c) public input received during the Design Studio process, and d) the concepts presented by the Design Studio team at the July 16 City Council Study Session.
2. Staff recommends moving forward immediately with procuring professional architectural and engineering services to create a set of housing proposals for City Council with a goal of bidding in early 2016.
3. Staff further recommends moving forward with a community engagement process to identify the form, function and location for the Senior Center within the Lower Park Avenue area, as well as the feasibility of incorporating housing targeted to seniors.

LIST OF ATTACHMENTS:

- Attachment A: May 19 Lower Park Avenue Workshop Report
- Attachment B: July 13 Open House & Community Wrap Up Comments
- Attachment C: Emails received by Public Affairs Manager
- Attachment D: Design Studio Presentation to City Council
- Attachment E: Study Session Handout



LOWER PARK AVENUE REDEVELOPMENT COMMUNITY WORKSHOP HELD MAY 19, 2015 MEETING SUMMARY

Park City Municipal Corporation held a community workshop for the Lower Park Avenue Redevelopment area. The goal of the meeting was to give a background of the Lower Park Avenue Redevelopment area and most importantly gain input from community members. The meeting began with an informal gathering and refreshments, followed by presentations and ending with facilitated community discussions.

An array of information was given in a presentation format. A summary of each presentation is below.

- Mayor Jack Thomas began the presentations by welcoming everyone and providing his thoughts on the community and Lower Park Avenue Area.
- Craig Sanchez gave a presentation of the Visioning Check-in Survey Results. The survey was administered through March and April and showed the values that were defined five years ago are still relevant and showed the importance of each of the values.
- Jonathan Weidenhamer provided an overview of the history of the Lower Park Avenue Redevelopment Area. He explained the area of the RDA and summarized the comments that had been received over the past and the designs that were developed over the last few years.
- Kim Clark presented a summary of the Lower Park Avenue Outreach that has taken place and provided information to gain additional information from the attendees in a community discussion format.

The attendees were placed in six facilitated groups to gather information on the following questions:

- What makes Park City Park City?
- What does Park City need to be 'complete'?
- What should be included in Lower Park Ave?

Facilitators recorded the information and each group provided a summary of their discussions. The summary and the recorded discussion notes for each group is listed below.

GROUP 1 - Facilitators - Rhoda Stauffer / Heinrich Deters

SUMMARY

Parking should be underground and expensive

Heart of Old Town is in Lower Park Avenue - should be full of gathering places

Views supporting both high density and low density in Lower Park Ave

DISCUSSION NOTES

Concern: too much housing, too much density, too much affordable in one area

Like the idea of connections, a greenway

Concerned that 2nd home owners will take over the homes

- Change MPD process
- Paid parking
- Color diversity on north side of library (similar to historic homes in upper Old Town)
- Underground paid parking under everything
- Senior housing in library field
- Preserve green space
- Limited retail
- Height limits
- Preserve LPA and connections - community building and gathering places - heart of Old Town
- Transportation to SLC - need more than 2x per day
- Move people into town and make cars expensive (parking, etc.)
- Staff the Municipal Housing Authority
- Underground parking at Ma Winny and affordable housing on top
- Stay residential - keep commercial outside LPA
- Senior living option in LPA

GROUP 2 - Facilitators - Anya Grahn / Elizabeth Quinn Fregulia

SUMMARY

Affordable housing currently exists, but in the form of long-term rentals that are essentially stranded assets: owners are trying to sell them, so they remain unoccupied. Could incentivize owners to use long term rentals / family housing.

Special attention should be paid to view corridors, walkability, and wayfinding.

Amenities that are family based are needed in the area: splash park, water fountain, sledding hill.

Vail parking needs to be phased and a transit center should be incorporated at the PCMR lot.

Senior center needs to be in a central location and a full kitchen is important.

The housing identified on the library field should be flipped to run along Norfolk to minimize impacts to views.

DISCUSSION NOTES

- Use existing housing stock in the area - vacant but for sale (recast as family housing)
- Like eclectic mix of housing (70s, etc.)
- Developer to talk to all condo owners
- Families should use amenities
- Plaza, fountains, water: definable elements that draws families and children
- Pedestrian place making - walkway to downtown (or people movers)
- Long term rentals - huge demand on parking
- RE: PERSPECTIVE Affordable housing exists in the form of rentals (long-term) / 2 parking places per unit puts folks right into town / developer mandated (condos) Example: 70's - 20 unit buildings - 12th & 13th (long term rent empty units like the funky entryway (for sale now)
- Back to back housing in the lot near the library
- Balance parks, open space, and density
- Infill slightly in the E/W corridor
- Sidewalk beautification and maintenance grants for homes along Norfolk
- Vail parking lot: phasing important
- Put bulk of parking at the Canyons and bus everyone over
- PCMR parking lot edge needs to be a continuation of view corridors connecting to Park Ave

People want to walk - Consider green space artery (continuous parks) to connect Lowell to Park Ave
Create a sledding hill for a family amenity
Better connectivity to Miners
Aesthetic / walkability down Park Ave
Visual preservation of view corridors
Consider stairway uphill or funicular
Strong visual connection "Spanish steps" PCMR to miners
Stairway - Park City Character
Revitalize old fountain in front of Miners Hospital - fountain splash park, something for children
Connects to adjacent park - which is already so well used - a beloved family amenity
Boo Radley music park not maintained but has a great climbing tree
Strong way finding and view corridors to connect N/S artery - Spanish Steps in Rome
Density - don't take away green space
Keep corners open to keep open space feel
Underground parking @ resort
Isolated parking to get people point to point safely
Great idea to have a transit center at PCMR lot
Be aware of difficulty moving people / kids / families with ski gear
Question: What is the balance of ski resort needs vs general city needs (special events, etc.) / parking - seasonal events, condos other
Senior center - relatively flat, important, need full kitchen b/c federal subsidized lunch. Is it possible to add a full kitchen to miners? Need a central location but probably don't need to be near resort.

GROUP 3 - Facilitator - Matt Abbott

SUMMARY

The theme that came to this area - all needs to be easy.
Small homes could accommodate many users - seniors, skiing and adventure culture, and small businesses.
Lower Park Avenue is already diverse.
Traffic should be pushed away from Lower Park Avenue.
To minimize traffic - a rail line from SLC Airport to Park City.
The area should improve walkability - access to trails and sidewalks. Create a system of arteries with secondary capillaries: standard sidewalks should be complemented by an extended door-to-door system to facilitate point-to-point travel.

DISCUSSION NOTES

What makes Park City Park City?

Ski bums - don't need a lot of space - we need the staff, they need to live somewhere, it is a cycle, (roommate-"den dad" - more space

Skiing / outdoors - small town with big city amenities (food, arts, culture) Also = urban issues

Lifestyle rich environment (perfect for raising kids)

Transition from 12 month leases to nightly / weekly O.T. especially

What does Park City need to be complete?

Maintain / nurture what has been built
Free parking and no traffic
Rail from Park City to SLC Airport through the intermodal hub in SLC
Continue to diversify our economic base
Opportunities to not commute
Needed in Lower Park Avenue
Sidewalks! Lights!
Walkability - connections to trails capillaries
Park Avenue needs traffic calming / stop signs?
Connections: sidewalks to trails to bus to lift etc.

GROUP 4 - Facilitator - Michelle Downard

SUMMARY

Need senior attainable (affordable) housing that offers a full range - independent, nursing, full service.

Should consider the senior population - many active seniors that need a center in Park City.

Senior Center needs to be on a bus line.

DISCUSSION NOTES

What makes Park City Park City?

Tourism / ski industry
Environment, clean air, and nature
Community and active lifestyles
Transportation
Open space
Aging population
Diversity - natives with history and tourists
Rich history

What does Park City need to be complete?

Senior affordable housing near senior center (with multiple standards of living / levels)
Maintain senior population
Allow populations to be maintained near Old Town or on transportation route

What fits in Lower Park Avenue

Affordable housing - oriented in a manner that it does not limit views coming into town
Senior affordable housing near senior center (with multiple standards of living / levels)

GROUP 5 - Facilitator - Jenny Diersen / Craig Sanchez

SUMMARY

Should increase density.

Miners Hospital is a great place and is used by real people.

The recreation building is ugly and should be torn down to accommodate multi-generational uses.

The area does not need to recreate history but incorporate sustainable uses of a building.

DISCUSSION NOTES

What makes Park City? - Concerns identified were character and authenticity
Design is critical

Authenticity of neighborhood
Character
Green space nearby
Public / private partnership
Smaller retail space
Vibrancy in community space
Non-profit space
Collaborative work space
Affordable day care
Senior center - expand space and move to recreation building (building is gross)
Deed-restricted
Utilize current space
Mixed housing

GROUP 6 - Facilitator - Amanda Angevine / Jonathan Weidenhamer

SUMMARY

Keep the area to meet the same historical context.
Coordinate with school district to use public transit.
Promote full time residents.

DISCUSSION NOTES

Family Housing
Affordable Housing
Scale of buildings (keep similar to historic homes)
Didn't want to constantly revisit codes, guidelines, and policies
Don't want to feel like a resort destination
"feel local" - tweeners between a resort and multi-million homes
Full time residents - could legislate, plenty of nightly / resort related at PCMR base, need voting base
What is missing?
Split on housing at library but N/S connections through field is critical
Lack of any use / PGM of field is great
Tradeoffs to keep field un-programmed? It depends - how many units and where is parking, maybe institutional / public / childcare use at field
Off-site parking and bus rapid express / trains
Transit center at Jess Reid buildings
Ski Lockers (to reinforce bus use)
Questions future of Park Avenue
Use public transit to schools

DESIGN STUDIO OPEN HOUSE**JULY 13, 2015**

This is a list of comments gathered during the Design Studio Open House. The comments were taken verbatim and the number of agreements (based on checkmarks) have been included.

COMMENTS RECEIVED**CONCUR****LIBRARY FIELD**

Library field must remain open space	2
Preserve the library play fields	1
Doing something at this time with the library field is foolish, the 5000 lbs. gorilla is not in town (vail Resorts) and in the next couple years the effect on this town will be unbelievable – sit on your hands for a couple years until you see the full impact of Vail on our little town	4
Park = Meeting Space	2
Keep the parks save open space	2
Park is the living room	3
Concern about view shed from the patio / parking lot library to backyards	1
Just think for not a little luck this library would be a hotel right now..... Please don't make the same mistake again	1
Please don't take away fields and Park City is already crowded	-
Keep some green space – don't destroy the 'dog park'	1
Library park is only community gathering space – unplanned / un-programmed	-
Once you take green space, it is gone forever (i.e. library field)	-
More trees / shade for gathering @ north of library field	-
I am a kid and I play hard – how would you feel if I put homes on your yards	-
Field is unofficial meeting spot for community	1
Library park is sacred	1
Difference between city park green space and library field	1
Connectivity of City Park to library field	-
My dog and I play in the field – don't take it	-
Library park as green space for people – not a dog park but is a sleigh ride area for little ones – use Miner's hospital	-
The field is integral to our neighborhood	-
Turn the library field into a trust never to be developed	1
Would NYC build housing on central park? – I think not	1
You just don't take green space that is the rule! – not some not any	1
There is a park across the street	-
The park across the street is a completely different type of park	-
A "couple" small houses on library field does not make a dent in the real issue... why trash a beautiful field for that.	2
That land is sacred	1

PC has 2 open spaces for the neighborhood – DON'T take it!	1
The library field is “our” open space – it is all we have	-
How do we make library field “permanently” open so we don’t revisit this issue with every new “idea du jour” – Land trust	2
Park City development needs affordable housing but not on our library park! Pls	3
Leave ‘dog park’ open – once gone, gone forever..... more trees would be nice	1
This is public property – development should be for local’s seniors, kids	1
SENIOR CONSIDERATIONS	
Don’t neglect the seniors – you will be one sooner than later. Our needs are for a proactive plan for a growing senior center. In addition, housing for the seniors should be a priority – independent residences up to assisted living More important than seasonal worker housing, engaging the seniors in the community makes us a vital part of PC Population – going to Heber or SLC does not cut it.	12
Recruit a team to help design senior house – learn what has been built right in similar cities	1
Senior voice	3
There is not a woman or limited number of senior citizens represented on this board (women do outlive men in the aging process)	2
Seniors: 75 full time members (most get transportation from “Ability Bus”) Additional summer and winter member raise “full time” number	-
Senior Center needs to be “in town” but not necessarily in old or Lower Park Ave area. Building must have kitchen facilities to provide meals several times per week	-
Is senior center a county service? Does our population justify it? - Answer – Yes 80+ attend senior center in winter	-
Include senior housing	1
Yes – our population justifies a senior center	1
No senior reps	2
Needs assessment (for seniors) prior to this starting?	-
Not enough info on Senior needs	1
There are very few places in the PC area for seniors to live with a continuum of care – we have to leave town	2
The population justifies a senior center	1
Visit senior center / housing in Jackson	-
Senior center – 6000 for demographics	1
Keep it possible for long time residence who have made PC what it is, able to stay here, and after retirement	3
Keep senior center in present location add 30+ studio / 1 BR apts for resident ambulatory center – add living room, game rooms on main floor – provide housing unit for resident manager- flat lot with engagement to city makes lot work	5
The senior center has been communicating its needs with Jonathon and Kim back to 2013 – I’m disappointed this meeting failed to comment on previous information collected.	1

Aging in a place is part of community. This area is close to services – library, grocery store, pharmacy, etc. and buses and friends – assisted living facilities are not complicated to build or administer – think of age before youth. 4

Relocate senior center to rec building, Miner’s hospital, or fire station – build affordable housing on land around senior center -

AFFORDABLE HOUSING

Is 1450 / 1460 Subsidized? -

Do not Ghettoize LPA 2

Work with non-profits to renovate existing restricted deed housing -

I worked hard to afford living in old town Now you want to give it away. 3

Consider selling property and spending money on affordable housing city wide -

Fire station – reuse as housing for city / fire department housing. Park Ave has bus service and access to city -

Affordable housing – community does not want additional density Pressure large employees (ski resorts / to build seasonal housing for their employees on site. 1

Clear public policy goals – define affordable housing -

Poor quality affordable housing sends the middle class away -

Fire station building is logical location for “Employee” housing 1

Large employers (ski resorts) need to be pressured to provide their own housing for seasonal workers on their own land 3

This plan ghettoizes affordable housing 2

Half the town is vacant -

Concern about deed restrictions and enforcement -

Affordable housing – purchase empty lots, buy homes and put in pool at basin -

More bang for buck with Affordable housing outside of old town -

This plan ghettoizes affordable housing 1

Use Knudsen land with resort for employee housing -

Work force housing should include subsidized rentals 2

PEDESTRIAN PATH

Prioritize strong east / west pedestrian corridor all the way through PCMR parking lot to base of mountain X2 1

Enhance pedestrian north / south along Woodside to library park area from east west circulation spine referenced above X2 -

Pedestrian corridor from Park Ave to resort 10

13th street corridor – use buses to stairs -

Perhaps a pleasant pedestrian open space walking from City Park through to PCMR -

Provide a walking corridor from the resort to City Park to old town 1

HEIGHT VS WIDTH

Build tall not wide – focus density in town to avoid sprawl and transportation / traffic issues -

Build tall not wide, leave us some spare at the human level – the mountains are 3000 above us – we will still see them -

Build tall not wide	1
GENERAL COMMENTS	
Put in a bocce court or two	2
No transit center	-
Think 1 st class versus World Class	1
Small neighborhood common and cultural community gathering centers feel appropriate to a ?? neighborhood.	-
Buy SE Corner Woodside and 13 th	-
Work with FEMA on Floodplain	1
Improve Park Ave as an entrance to the city	-
Full service, Olympic sized, year round (indoor) community pool	1
Mixed use	-
Repurpose fire station – Daycare, laundry	1
Budget?	-
We have to come to terms with density = more diverse community (generational / age/....)	-
Don't touch Minor's Hospital – PC historical Building	1
Demographics won't allow for density	-
Alternatives to traditional RDA	-
And no one under 30	-
Lower old town working group	1
Are there no woman architects?	2
Representation in workgroup from neighborhood	-
Ask the questions this week..... Innovation? Multigenerational? Economic Diversity?	-
How do other cities do this? Can the discussion / exploration include winning examples?	-

DESIGN STUDY ATTACHMENT B - EMAIL COMMUNICATION/PUBLIC INPUT

From: Bill Humbert <recruiterguy@msn.com>
Sent: Friday, July 10, 2015 6:04 AM
To: Phyllis Robinson
Subject: FW: Open House with Lower Park Avenue Design Studio Participants

Hi Phyllis,

We are in Buffalo and Western New York at the beginning of next week.

I'd love to participate in the discussion but obviously cannot from 2000 miles away.

I also don't expect you to set up a conference bridge, nor would I want to attempt it where cell coverage is questionable.

Therefore may I make some suggestions?

- 1) Find a way to include some mixed use housing in addition to any buildings that may be 3 stories of low income housing.
- 2) Set a height restriction of nothing higher than the library - we really do not want the perception of Baltimore's tenement housing.
- 3) Add senior housing to the Senior Center - could even be 50+ year old worker housing for the Senior Center.
- 4) Whatever the use of the old firehouse, include housing above.
- 5) Limit parking to 1 vehicle per unit. Additional parking could be at a lot in Quinn's Junction and available by bus - more frequent in the morning and evening.

Now I will go back to vacation and working on my speaking business.

Have a Wonderful Weekend!

Bill

Provocative Thinking Consulting, Inc
Professional Speaker, Consultant/Recruiter, Award Winning Author
www.provocativethinkingconsulting.com (website under construction)

www.RecruiterGuy.com
*New cell 435-714-4425
recruiterguy@msn.com

LinkedIn: <http://www.linkedin.com/in/recruiterguy> Feel free to invite me to join your LinkedIn network.

Twitter: RecruiterGuy81

Check out RecruiterGuy's recruitment related Thought Leadership -
<http://www.recruitingtrends.com/search-results?searchword=Bill%20Humbert&searchphrase=all>

Bill's first recruitment related book has been released - "RecruiterGuy's Guide to Finding a Job" - read about the book and order it from http://www.amazon.com/RecruiterGuys-Guide-Finding-Job-ebook/dp/B00DR4O8T0/ref=sr_1_1?s=digital-text&ie=UTF8&qid=1373981446&sr=1-1&keywords=recruiterguy%27s+guide+to+finding+a+job Recognized as one of "50 Great Writers You Should Be Reading" by The Authors Show - <http://tinyurl.com/co8xmpl>

Subject: Open House with Lower Park Avenue Design Studio Participants
From: elizabeth.quinnfregulia@parkcity.org
To: recruiterguy@msn.com
Date: Thu, 9 Jul 2015 22:18:31 +0000

Join us for an open house welcoming participants of the Lower Park Avenue Design Studio.

Dear Community Members,
Park City Municipal Corporation will be conducting a Design Studio for the Lower Park Avenue Area from July 13 to 16.
Please join us in welcoming the Design Studio Participants and communicating your thoughts and ideas.

Monday, July 13, 2015
5:30 - 7:00 pm
Park City Library
1255 Park Avenue, Park City

5:30 – 6:00 pm: Gathering & Refreshments
6:00 – 6:30 pm: Welcome and Participant Introductions
6:30 – 7:00 pm: Conversation

Tell us your ideas for making Lower Park Avenue a vibrant, complete community.

If you are unable to make the open house...
We will also be welcoming members of the public from 4 pm to 5 pm on the 14th and 15th.
Final presentations to City Council will be made Thursday, July 16th.

All events will take place at the library.

Subscribe to our monthly newsletter
to keep up with city's latest city news.

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445 Marsac Avenue * P.O. Box 1480

Park City , UT | 84060 US

This email was sent to recruiterguy@msn.com.

To continue receiving our emails, add us to your address book.

From: Elizabeth Quinn-Fregulia
Sent: Wednesday, July 15, 2015 3:09 PM
To: Phyllis Robinson
Subject: FW: Tomorrow's Lower Park Avenue Design Studio Study Session
Moved to Council Chambers

From: Brian Van Hecke [mailto:bvhutah@gmail.com]
Sent: Wednesday, July 15, 2015 3:09 PM
To: Elizabeth Quinn-Fregulia
Subject: RE: Tomorrow's Lower Park Avenue Design Studio Study Session Moved to Council Chambers

Thanks Phyllis! Great seeing you earlier this week... I appreciate your input and update on the process.

Brian Van Hecke

From: Phyllis Robinson [mailto:elizabeth.quinnfregulia@parkcity.org]
Sent: Wednesday, July 15, 2015 2:41 PM
To: bvhutah@gmail.com
Subject: Tomorrow's Lower Park Avenue Design Studio Study Session Moved to Council Chambers

New Location! July 16th Lower Park Avenue Design Studio
Council Study Session Moved to Council Chambers

Dear Community Members,

Thank you for being so involved in the Lower Park Avenue Design Studio process to-date. Hearing directly from the community always enriches the process.

The Mayor and City Council will hold a study session with the ten design studio participants tomorrow, July 16th. No Council decisions will be made at this meeting.

The study session location has moved! It will now be held in Council Chambers at City Hall.

Lower Park Avenue Design Studio Study Session

Thursday, July 16, 2015

3:30 to 4:30 pm

COUNCIL CHAMBERS

Park City Municipal Corporation

445 Marsac Avenue, Park City

If you are unable to make the study session...

We would still love to hear your thoughts. Email us at parkcitydesignstudio@gmail.com.

Check out the public comments from the July 13 open house.

Read a summary of the May 19 community workshop.

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Park City , UT | 84060 US

This email was sent to bvhutah@gmail.com.

To continue receiving our emails, add us to your address book.

From: Elizabeth Quinn-Fregulia
Sent: Thursday, July 16, 2015 9:03 PM
To: Phyllis Robinson
Subject: Fwd: Tomorrow's Lower Park Avenue Design Studio Study Session
Moved to Council Chambers

Thanks,
Elizabeth Quinn Fregulia
(c) 415.203.5779

Sent from my iPhone

Begin forwarded message:

From: Michael Witte <mwitte@mac.com>
Date: July 16, 2015 at 8:57:16 PM MDT
To: <elizabeth.quinnfregulia@parkcity.org>
Subject: Re: Tomorrow's Lower Park Avenue Design Studio Study Session
Moved to Council Chambers

Hello Phyllis

I want to thank you and congratulate you on engineering and facilitating a very worthwhile initial design process for Lower Park Avenue. I am certain that you are kicking back this evening and rejoicing in the fact that this is over for now!

As a resident of Lower Woodside and president of our HOA, I believe I can help you and the city evolve an approach to this area which will “thread the needle” by balancing neighborhood concerns with the broader concerns and policy issues the city must deal with. My primary concern is that the city finally ACT on this opportunity. This is a time for courage and leadership if we want to create a “new” community north of the library.

I am always available to you to help where I can. And, don't forget, rental vouchers can and should be a central part of the plan for lower Woodside.

Best,

Michael Witte

On Jul 15, 2015, at 2:40 PM, Phyllis Robinson
<elizabeth.quinnfregulia@parkcity.org> wrote:

New Location! July 16th Lower Park Avenue Design Studio Council Study Session Moved to Council Chambers

Dear Community Members,

Thank you for being so involved in the Lower Park Avenue Design Studio process to-date. Hearing directly from the community always enriches the process.

The Mayor and City Council will hold a study session with the ten design studio participants tomorrow, July 16th. No Council decisions will be made at this meeting.

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Lower Park Avenue Design Studio Study Session

Thursday, July 16, 2015

3:30 to 4:30 pm

COUNCIL CHAMBERS

Park City Municipal Corporation

445 Marsac Avenue, Park City

If you are unable to make the study session...

We would still love to hear your thoughts. Email us at parkcitydesignstudio@gmail.com.

Check out the public comments from the July 13 open house.

Read a summary of the May 19 community workshop.

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445 Marsac Avenue * P.O. Box 1480

Park City , UT | 84060 US

This email was sent to mwwitte@mac.com.

To continue receiving our emails, add us to your address book.

From: Abby McNulty <amcnulty@pcschoools.us>
Sent: Monday, July 13, 2015 2:59 PM
To: parkcitydesignstudio@gmail.com; Council_Mail; Phyllis Robinson
Subject: Lower Park Avenue Redevelopment

To Whom it May Concern,

For the last 15 years, I have lived in Old Town. I live at 921 Norfolk. Since I moved to Old Town, I have seen the neighborhood change a lot.

The change that really gets me is that people are leaving Old Town. Families, couples, and individual home-owners are packing their bags and moving to other neighborhoods.

With each house that sells, a second home-owner moves in. This has happened to every single house next to me, across the street from me, and behind me. It's sad because my street, Norfolk, used to be a real community. Families - people - used to live on Norfolk.

My husband and I have discussed many times if we should also leave. Seek a neighborhood that has a "neighborhood feel." One where our children can have friends next door. Despite the chatter, we will never move. We love it in Old Town. It's an amazing place to live. We walk everywhere. We love City Park and Main Street and we have always loved the mix of people that are drawn to living in town - the mix of the affluent, the ski bum, the main street worker, and the working families.

We used to be able to mix with these folks right outside our door. That's not possible anymore. As I mentioned, we don't have year-round neighbors.

Why does this matter? Because, the Library Park is where I meet everyone now. The library Park is where our neighbors get together, casually and informally, to catch up. I visit the park with my young kids - to sled, build snowmen, fly kites, and just have a moment laying in the grass. While I'm there, I

connect with friends and strangers. At the park, I run into dog friends, mom friends, tourists, preschool teachers, and our favorite librarians. It's the perfect, impromptu, gathering spot.

The Library Park is a community gathering spot. Do not take away this valuable asset. Do not mess with something that is so key to our community fabric. Do not destroy the last place we have to be neighborly.

I am 100% in support of affordable housing. I am hugely in support of affordable housing that would bring families back to Old Town - units with some elbow room, and 2 or 3 bedrooms. I would love to see the City purchase any remaining lots in town and build housing on them. I would love to see the City purchase existing homes (much like open space is purchased) and include them in the affordable housing pool. I think there are so many more creative strategies that must be explored. And I personally would gladly be taxed a higher rate to support more creative, yet more costly, solutions to the affordable housing issue. I simply do not support you taking away our community gathering spot.

Sincerely,

Abby McNulty

From: Sharon Christiansen <sharonc435@gmail.com>

Sent: Friday, July 17, 2015 5:04 PM

To: Phyllis Robinson

Subject: Dear Phyllis: You did a fabulous job with the Design Team! I just came across some cute micro housing units, #9, 11 & 12. Just FYI. 12 Tiny Dream Homes You Won't Believe | Home Decor | Interior Design

<http://homegardenvibes.com/12-tiny-dream-homes-you-wont-believe/9/>

Sharon Christiansen

From: webmaster@parkcity.org
Sent: Wednesday, July 15, 2015 3:18 PM
To: Phyllis Robinson
Subject: Park City: New Location for tomorrow's Lower Park Avenue Design Studio Study Session

New Location for tomorrow's Lower Park Avenue Design Studio Study Session

Posted Date: 7/15/2015

The Mayor and City Council will hold a study session with the ten Lower Park Avenue design studio participants tomorrow, July 16th. No Council decisions will be made at this meeting.

The study session location has moved! It will now be held in Council Chambers at City Hall.

Final Lower Park Avenue Design Studio Study Session

Thursday, July 16, 2015

3:30 to 4:30 pm

COUNCIL CHAMBERS

Park City Municipal Corporation

445 Marsac Avenue, Park City

If you are unable to make the study session...

We would still love to hear your thoughts. Email us at parkcitydesignstudio@gmail.com.

Check out the meeting summary of the Lower Park Avenue Community Workshop, which was held at The Yarrow Hotel on May 19.

Here is a compilation of the public comments we received at the July 13 Design Studio Open House.

To change your eSubscriptions preferences, click the following link:

<http://www.parkcity.org/index.aspx?page=13&subscriberguid=20aa1faf-7fb5-420e-b1be-8b6d9844d739>

To unsubscribe from all Park City eSubscriptions, please click the following link:

<http://www.parkcity.org/index.aspx?page=13&subscriberguid=20aa1faf-7fb5-420e-b1be-8b6d9844d739&unsubscribe=1>

From: George Goodman <usageorge@yahoo.com>
Sent: Monday, July 13, 2015 4:41 PM
To: Council_Mail; Phyllis Robinson; parkcitydesignstudio@gmail.com
Cc: Abby McNulty
Subject: Re: Lower Park Avenue Redevelopment

To Whom it May Concern,

For the last 15 years, I have lived in Old Town. I live at 921 Norfolk. Since I moved to Old Town, I have seen the neighborhood change a lot.

The change that really gets me is that people are leaving Old Town. Families, couples, and individual home-owners are packing their bags and moving to other neighborhoods.

With each house that sells, a second home-owner moves in. This has happened to every single house next to me, across the street from me, and behind me. It's sad because my street, Norfolk, used to be a real community. Families - people - used to live on Norfolk.

My husband and I have discussed many times if we should also leave. Seek a neighborhood that has a "neighborhood feel." One where our children can have friends next door. Despite the chatter, we will never move. We love it in Old Town. It's an amazing place to live. We walk everywhere. We love City Park and Main Street and we have always loved the mix of people that are drawn to living in town - the mix of the affluent, the ski bum, the main street worker, and the working families.

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connect with friends and strangers. At the park, I run into dog friends, mom friends, tourists, preschool teachers, and our favorite librarians. It's the perfect, impromptu, gathering spot.

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Sincerely,

George Goodman
PO Box 3236
Park City, Utah 84060
202.641.7838
usageorge@yahoo.com

From: kittyimskier@aol.com
Sent: Wednesday, June 03, 2015 9:22 AM
To: Phyllis Robinson
Subject: Re: Lower Park Avenue Workshop Notes

Hi Phyllis

Thank you so much for sending the information notes. I have been racking my brain to try to remember how I know you and I think it was working as an Election Judge. Not sure though. I have such a terrible memory and I'm sorry I didn't remember.

My townhouse is at 1475 Park Avenue and I want to make a comment about mixing different age groups into one building as was mentioned by one very young guy who was looking at it from his perspective. Here is my view having lived through hell for nine years. I am the only full-time owner occupant of the six townhouses where I live. The fellow who owns the townhouse behind mine rents to kids on a yearly basis. He had a group of boys who had graduated from high school in his unit when I moved in. They had five trucks for the two parking spaces allowed and were always parking their trucks in my two spaces. They also were running around in the summer in just their briefs on the common deck used by all 6 townhouses. I was the only other occupant. Two years ago it was rented to another large group of high school graduates who started cooking dinner on the deck at 10pm with massive parties but sometimes their parties started at 2am. I don't know who was supplying them with alcohol but they were falling down drunk and throwing up all over the deck and in my driveway. They were yelling and screaming all night long and had loud music. They couldn't get the gas BBQ to work so they piled charcoal that they got at the 7-11 on the gas grill and lit it but they did have enough brains to know to disconnect the gas. I double checked my smoke alarms. I was calling the police on them all the time and finally the police must have told them to move their parties because I read police reports of big parties up the street on Woodside. The group in there now are in their early 30's and I did have to call the police during one of their big parties that started after 10pm but not since then. They had a problem with the BBQ after moving in and I don't know what happened but the flame was up to the third floor (from the 2d floor of the deck) and the renter did pull the gas line out right away but it scorched the building and he was able to put the fire out as I was running with my fire extinguisher. One of my neighbors was in town during the winter and heard a lot of noise in the common hot tub which is right outside her unit at 1am. She is the HOA President and went out to talk with them because the hot tub is closed at 10pm. They were all nude and would not get out when she told them she was calling the police. The police made them get out.

Those are examples of what I have been putting up with while waiting for housing prices to go up to where they were when I bought. I cannot afford a house in another location in Park City which is why I am having to move away from Park City. Some other thoughts I have are that more and more full-time adults are moving out being replaced by people who will be renting their units to whomever will pay so Park City is losing their voting base. There will be more problems needing police services because of nightly, weekly, and work force housing in Old Town. There needs to be affordable housing for full-time resident owners who vote and have a concern about how our town is run. I like the idea that Deer Valley

has of having a lot of their workforce away from town and they provide free bus service. That helps keep our town a real town AND cuts down on traffic. I believe there should be more of that for the workforce.

Also, I am among those that think there needs to be two big free Express Bus access parking areas at the two main Park City entrances. One by the Visitor Center with a lot of parking and a heated building with ski lockers so those from Summit Park to Kimball Junction can park there taking the free bus to the resorts. The bus from that lot would be an Express Bus from that lot to Canyons, then to PCMR, then to Deer Valley. The other free Express Bus access should be another big parking lot with a heated building with bathrooms & lockers from 248. It could be located either near the hospital or east of the Rt 40 exit. That would make it a easy entrance for those who have moved to Kamas and those who have moved to Heber & Midway. The Express Bus would take them from that lot to PCMR and then to Deer Valley. Make it easier than driving, faster than driving, comfortable, convenient and free. I have talked with my friends who have moved outside Park City and that is what they would like.

Thank you for your help with this.
Kitty Imdahl

-----Original Message-----

From: Phyllis Robinson <probinson@parkcity.org>

To: Phyllis Robinson <probinson@parkcity.org>

Sent: Tue, Jun 2, 2015 5:58 pm

Subject: Lower Park Avenue Workshop Notes

Hi,

Thank you again for participating in the Lower Park Avenue workshop. Attached is a copy of all the comments and ideas developed by the small groups. I apologize for the delay. This information has been provided to City Council. It will also be provided to the participants in the July Design Studio.

I will keep you updated on future opportunities to participate in this process. If you have any questions, or suggestions, please feel free to call me.

Thank you again,
Phyllis Robinson

Phyllis McDonough Robinson
Communications & Public Affairs Manager
435-615-5189

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From: Ed Lewis <elewis@snocru.com>
Sent: Tuesday, July 14, 2015 6:37 PM
To: Diane Foster
Cc: Jack Thomas; Phyllis Robinson; Jonathan Weidenhamer; Elizabeth Quinn-Fregulia
Subject: Re: Lower Park Avenue

Thanks Diane.

Maybe not "proposed development" more "potential" in either case I DO NOT approve. Please take note of all the disparaging remarks toward this potential development of our valuable open space. I say that because after this afternoons meeting it seems as if all the comments that support keeping the park were disregarded by your team and the designers.

Thanks,
Ed

Ed Lewis
www.snocru.com
617-840-6630

On Mon, Jul 13, 2015 at 11:20 PM, Diane Foster <Diane.Foster@parkcity.org> wrote:
Good Evening Mr. Lewis –

Thank you for attending this evening and I am sorry I did not have an opportunity to meet you.

The City Council Study Session happening at the Library's Santy Auditorium starts at 3:30pm on Thursday. Here is a link to the agenda: <http://www.parkcity.org/Modules/ShowDocument.aspx?documentid=15241>

One clarification that both Phyllis and I have mentioned and that was reiterated by the Mayor this evening: There is no proposed park development – there are no proposals at all. There is not yet ANY specific plan for development of ANY of the municipal properties in this area. The community meetings to date, including this evening have been focused on gathering public input so that the City Council and community may begin to consider options on municipal properties in this area. Some of the needs that we have heard expressed over the years, including this year, have included both affordable housing and senior needs. The Design Studio is intended to take the community input received to date and begin to propose designs for how the community needs might be furthered. After the Design Studio, and after the City Council and the community have had a chance to consider some of the ideas that come out of the Design Studio, Phyllis will work with the City Council – in a series of open and public meetings – to

begin to understand which concepts from the Design Studio deserve further exploration.

Thanks again for participating in the process.

Regards-

Diane

From: Ed Lewis [mailto:elewis@snocru.com]

Sent: Monday, July 13, 2015 10:44 PM

To: Diane Foster

Cc: Jack Thomas; Phyllis Robinson; Jonathan Weidenhamer; Elizabeth Quinn-Fregulia

Subject: Re: Lower Park Avenue

Thanks Diane. Sorry for the delay, just seeing this.

Great turnout this evening, it was almost overwhelming how much the community was against the proposed park development. Which makes me a bit less concerned.

Is the Thursday council meeting 3:30PM or 6PM?

Thanks

Ed Lewis

www.snocru.com

617-840-6630

On Mon, Jul 13, 2015 at 10:45 AM, Diane Foster <Diane.Foster@parkcity.org> wrote:

Good morning Mr. Lewis –

A “final decision” timeline has not been set. The City Council will need to hear from the public and the Design Studio team. Thereafter, in the coming months, staff will further discuss the topic with Council and the public and will get some initial direction on high level concepts and uses for the area from the City Council.

I have copied the Mayor on this email. His contact information is:

jack.thomas@parkcity.org

435-615-5010

Hope you have an opportunity to participate this evening.

Regards-

Diane
From: Ed Lewis [mailto:elewis@snocru.com]
Sent: Monday, July 13, 2015 9:58 AM
To: Diane Foster
Cc: Elizabeth Quinn-Fregulia; Jonathan Weidenhamer; Phyllis Robinson

Subject: Re: Lower Park Avenue

Hi Diane,
Nice to e-meet you. Hope you had a great weekend.

If I am considered a "stakeholder" then so are my neighbors, but none of them knew about this either. We are the most affected with this proposed project. All of this is brand new to us and we've been in the area for well over 5 years (my wife and I 3+ yrs), some much longer. All that being said we do now and what's done is done.

If Thursday's meeting is not going to be a meeting in which a decision will be made regarding 13th St then when might that be?

Also can you please provide me the mayor's direct email and phone number?

Thanks,
Ed

Ed Lewis
www.snocru.com
617-840-6630

On Sun, Jul 12, 2015 at 6:55 PM, Diane Foster <Diane.Foster@parkcity.org> wrote:

Good Evening Mr. Lewis –

Phyllis has a huge week ahead of her, so I am not sure if she will see this email this evening, so I thought I would jump in. My name is Diane Foster and I am the City Manager for the City of Park City. Stakeholders are generally considered anyone who might somehow be affected by or who have an interest in a particular project. In this specific case, you would be considered a stakeholder. A Park City taxpayer could also consider himself or herself a stakeholder.

Jonathan Weidenhamer, the City's Economic Development Manager, is the overall project leader for the Lower Park Avenue Redevelopment Authority and Phyllis Robinson, our Public Affairs Manager who oversees both public engagement and housing is the project leader on this particular aspect of the project. "This particular aspect" is the Design Studio that will be conducted this week, as well as all of

the City's efforts to gain public input regarding what could be done with property that the City owns in this area. Phyllis will also oversee any future housing project that could be done in this area, as she has done in the past with other municipal project. The exact parcels that the City owns can be seen on the map below. Jonathan and Phyllis are two of the three peer leaders of the City's Sustainability team and work quite closely together. While Phyllis, Jonathan and I are all accountable for this project and the multiple public processes that have come before the one happening this week, the City Council is the ultimate decision maker.

As Phyllis stated in her email, no formal vote or other City Council action will be taken this week with regard to this project. The process has taken many years to get to this point and has included many, many opportunities for public input. On May 19, 2015 a Community Workshop focused on these same properties in this same area was held at the Doubletree/Yarrow Hotel. You can find the input collected from a number of community members in attendance starting on page 6 of this report to City Council that was presented on June 4,

2015: <http://www.parkcity.org/Modules/ShowDocument.aspx?documentid=15040>

We are by no means done with the process. There will be future opportunities for public participation and public input. Your Mayor and City Council members are also available for you to speak with and I think you will find them quite accessible and they care very much about hearing from residents. You can find their contact information here: <http://www.parkcity.org/index.aspx?page=58> If you would like to email the Mayor and City Council all at the same time, you can send an email to

Council_Mail@parkcity.org A news story about that event and a photo can be found here:

http://www.parkrecord.com/city/ci_28172909/ideas-and-ideals-considered-along-park-city-street

You mentioned that you recently purchased your home on Park Ave & 13th – how long ago did you move to town? If you moved here recently, you may not be aware of two of the best sources for local information: KPCW Radio and The Park Record. Here are some recent articles from the Park Record regarding your neighborhood:

* July 10, 2015: Design studio focused on important Park City street

http://www.parkrecord.com/city/ci_28466437/design-studio-focused-on-important-park-city-street

* May 22, 2015: Ideas, and ideals, considered along Park City street

http://www.parkrecord.com/city/ci_28172909/ideas-and-ideals-considered-along-park-city-street

* May 15, 2015: City Hall considers future of important stretch of Park

Avenue http://www.parkrecord.com/city/ci_28126088/city-hall-considers-future-of-important-stretch-of-park-avenue

* February 3, 2015: Park City seeks 'bold commitment' to housing options

http://www.parkrecord.com/city/ci_27451623/park-city-seeks-bold-commitment-to-housing-options

* February 3, 2015: Study planned to map route around Park City traffic

http://www.parkrecord.com/city/ci_27451619/study-planned-to-map-route-around-park-city-traffic

And some stories from KPCW Radio:

* July 10, 2015: Park City mayor Jack Thomas and City Spokeswoman Phyllis Robinson have updates from Thursday's City Council meeting and Monday's kick off to the Lower Park Avenue Charette

<http://kpcw.org/post/local-news-hour-friday-july-10-2015>

* May 14, 2015: Library Is Currently In Development Including Lower Park

Avenue <http://kpcw.org/post/library-currently-development-including-lower-park-avenue>

Additionally, Phyllis has already added you to the email list she has developed for people expressing a specific interest in Lower Park Avenue. If you would like to receive emails with information about upcoming City Council meetings or other types of community news, you can sign up for various City email publications here: <http://www.parkcity.org/index.aspx?page=335>

Please do let me know if Phyllis, Jonathan or I can answer any other questions. And I do hope you can attend the Design Studio event on Monday (tomorrow) from 5:30pm to 7:30pm at the Library near your home. More information on that event is below.

Regards-

Diane

Diane Foster
City Manager
Park City Municipal

p 435.615.5151
c 435.901.2802
w www.parkcity.org

<http://www.parkcity.org/index.aspx?page=23&recordid=992&returnURL=%2findex.aspx>

From: Ed Lewis [mailto:elewis@snocru.com]
Sent: Sunday, July 12, 2015 5:57 PM
To: Phyllis Robinson
Cc: Elizabeth Quinn-Fregulia; Jonathan Weidenhamer; Diane Foster
Subject: Re: Lower Park Avenue

Hi,
Thanks for getting back to me.

What qualifies someone as a "stakeholder"?

I hate to repeat myself, but who is accountable for this project? Who is the project manager? Is it Jonathan? Is it you?

Also will there be a vote by the town/neighborhood? And when will it be, is that Thursday?

Please let me know as I DO NOT want this happening.

I live on the corner of 13th and Park Ave.

Thanks,
Ed

Ed Lewis
www.snocru.com
617-840-6630

On Fri, Jul 10, 2015 at 6:00 PM, Phyllis Robinson <probinson@parkcity.org> wrote:

Hi Ed,

Thanks for your email. For the past several years we have been looking at possible redevelopment options for city-owned property in the Lower Park Avenue area with City Council. This spring we began a community outreach process that has included stakeholder interviews and a community workshop to gather additional information about community needs in Park City and more specifically what's missing in Lower Park Avenue. I'm attaching the community workshop notes from the May meeting.

Next week we have invited a group of design and planning professionals to take a look at all of the information that has been compiled over the past several years and develop several alternative concepts for consideration by the City Council and the community. This stage we are in a planning exercise to help winnow down options that might merit further consideration. We have included an open house on Monday, June 13, for the community to share ideas directly with the design team. The community is invited to join the team on Tuesday and Wednesday at 4p for each day's wrap up. The team will present their concepts to City Council in a study session on July 16. The final time for the Council meeting will not be set until Monday and will be posted on the city's website at www.parkcity.org. I expect it to be late afternoon.

I want to be clear that no Council action will be taken on Thursday. This is scheduled as a "study session" or informational session only. The design team will walk through their process and present concepts to City Council on Thursday. We are recording the process and presentations, as well, and will have them posted to our website once editing is complete. Our next step would be to return to City Council in work session to discuss the concepts presented and community input and ask Council how they would like us to proceed.

I hope you can join us on Monday or stop by to see the work in progress. All of the meetings will occur in the Park City Library 3rd Floor Community Room. If you have specific ideas for what's needed in the Lower Park Avenue area, we'd love to hear them. If you cannot attend the meeting, you can share your thoughts directly with the design team at parkcitydesignstudio@gmail.com.

I've added you to the mailing list to ensure you receive direct email information on this planning exercise. Should there ever be an application for a development proposal that abuts your property that would set in place a complete set of legal noticing requirements. What is your property address?

Thank you, again, for your email. I look forward to meeting you.

Enjoy the weekend.

Phyllis

Phyllis McDonough Robinson
Communications & Public Affairs Manager
435-615-5189

Follow us on Twitter @Parkcitygovt
Like us on Facebook www.facebook.com/parkcitygovt

From: Ed Lewis [mailto:elewis@snocru.com]
Sent: Friday, July 10, 2015 5:17 PM
To: Phyllis Robinson; Elizabeth Quinn-Fregulia; Jonathan Weidenhamer
Subject: Lower Park Avenue

Hey guys,

Happy Friday.

My name is Ed Lewis, my wife and I just recently bought a 2 family home on the corner of Park Ave and 13th St. Immediately adjacent to your proposed development.

I would like to know who is responsible for this potential Lower Park Ave development?

I would also like to know why as a direct abutter and a friend to several direct abutters we were not notified? It seems as if you are operating with total disregard to the neighbors, our opinions, our quality of life, and our property values...hopefully I am mistaken.

Looking forward to hearing back from you.

Ed Lewis
www.snocru.com
617-840-6630

From: Ed Lewis <elewis@snocru.com>
Sent: Saturday, July 18, 2015 1:01 PM
To: Phyllis Robinson
Subject: Re: Next meeting on Lower Park Avenue

OK thank you

Ed Lewis
www.snocru.com
617-840-6630

On Fri, Jul 17, 2015 at 7:49 PM, Phyllis Robinson <probinson@parkcity.org> wrote:
Hi,
Just checked the city website. It is a Board of Adjustment meeting on the 21st.
P.

Phyllis McDonough Robinson
Public Affairs Manager
Park City Municipal

Sent from a mobile device. Please excuse misspellings and unfortunate autocorrects.

----- Original message -----

From: Ed Lewis <elewis@snocru.com>
Date: 07/17/2015 6:16 PM (GMT-07:00)
To: Phyllis Robinson <probinson@parkcity.org>
Subject: Re: Next meeting on Lower Park Avenue

Hi,
Nice to meet you too.
I heard something on the radio regarding a city meeting Tuesday July 21st. Hence my email...

Ed

Ed Lewis
www.snocru.com

617-840-6630

On Fri, Jul 17, 2015 at 5:39 PM, Phyllis Robinson <probinson@parkcity.org> wrote:

Hi Ed,

It was nice meeting you yesterday. Thanks for attending the City Council Study Session. Our next meeting on Lower Park Avenue is Thursday, August 20th. It is scheduled for public input.

Have a good weekend,

Phyllis

Phyllis McDonough Robinson
Public Affairs Manager
Park City Municipal

Sent from a mobile device. Please excuse misspellings and unfortunate autocorrects.

From: Abby McNulty <amcnulty@pcschoools.us>
Sent: Monday, July 13, 2015 7:10 AM
To: Phyllis Robinson
Subject: Re: Open House with Lower Park Avenue Design Studio Participants

Thanks Phyllis. I'll be at the meeting tonight.

Abby McNulty
Executive Director
Park City Education Foundation
(o) 435-615-0235
(c) 435-659-6946

www.pcef4kids.org

On Thu, Jul 9, 2015 at 4:50 PM, Phyllis Robinson <probinson@parkcity.org> wrote:

Hi Abby,

No Council action will be taken on Thursday. This is scheduled as a “study session” in our terms which is an informational session only. The team will walk through the concepts and recommendations with Council for their consideration. We are recording the process and presentations, as well, and will have them posted to our website once editing is complete. We’re looking for a place to post the concepts for folks to look at following the presentations, as well.

The next step would be to return to City Council – likely mid August – in work session to discuss how they would like to proceed. At that point we could receive direction to issue a request for proposals for architectural services for a specific project or set of projects or to proceed with a public private partnership, for example.

Looking forward to seeing you at our noon meeting on Monday.

Take care,
Phyllis

Phyllis McDonough Robinson
Communications & Public Affairs Manager
435-615-5189

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Like us on Facebook www.facebook.com/parkcitygovt

From: Abby McNulty [mailto:amcnulty@pcschools.us]
Sent: Thursday, July 09, 2015 4:32 PM
To: Phyllis Robinson
Subject: Fwd: Open House with Lower Park Avenue Design Studio Participants

Thanks for this info. Will there be a vote in the design ideas at city council on July 16?

Sent from my iPhone

Begin forwarded message:
From: "Phyllis Robinson" <elizabeth.quinnfregulia@parkcity.org>
Date: July 9, 2015 at 4:18:40 PM MDT
To: amcnulty@pcschools.us
Subject: Open House with Lower Park Avenue Design Studio Participants
Reply-To: elizabeth.quinnfregulia@parkcity.org

Join us for an open house welcoming participants
of the Lower Park Avenue Design Studio.

Dear Community Members,
Park City Municipal Corporation will be conducting a Design Studio for the Lower Park Avenue Area from
July 13 to 16.

Please join us in welcoming the Design Studio Participants and communicating your thoughts and ideas.

Monday, July 13, 2015

5:30 - 7:00 pm

Park City Library

1255 Park Avenue, Park City

5:30 – 6:00 pm: Gathering & Refreshments

6:00 – 6:30 pm: Welcome and Participant Introductions

6:30 – 7:00 pm: Conversation

Tell us your ideas for making Lower Park Avenue a vibrant, complete community.

If you are unable to make the open house...

We will also be welcoming members of the public from 4 pm to 5 pm on the 14th and 15th.

Final presentations to City Council will be made Thursday, July 16th.

All events will take place at the library.

Subscribe to our monthly newsletter
to keep up with city's latest city news.

Share this email:

Manage your preferences | Opt out using TrueRemove™
Got this as a forward? Sign up to receive our future emails.
View this email online.
445 Marsac Avenue * P.O. Box 1480
Park City , UT | 84060 US
This email was sent to amcnulty@pcschoools.us.
To continue receiving our emails, add us to your address book.



LOWER PARK AVENUE DESIGN STUDIO

ATTACHMENT D

LOWER PARK AVENUE DESIGN STUDIO OVERVIEW

*Park City Council Study Meeting
Thursday, June 16th*



LOWER PARK AVENUE DESIGN STUDIO

Community Engagement to Identify Ideas and Opportunities (SPRING 2015)

- Interviews
- Let's Talk Park City – Visioning and Lower Park Ave
- Community Workshop



Design Studio (July 13-16, 2015)

- Open House – Gather Comments and Introduce Participants
- Develop Concepts
- Present Concepts



Initial Internal Review (July/August 2015)

City Council Work Session (August 20, 2015)



Community Engagement to Consider and Refine Concepts (Fall 2015)

Council Work Sessions
Community Conversations
Workshops & Neighborhood Presentations
Neighborhood Meetings



Tentative Council Direction (December 2015)



LOWER PARK AVENUE DESIGN STUDIO

IDEAS GENERATED DURING THE LOWER PARK AVENUE DESIGN STUDIO HELD JULY 13-16, 2015

By:

Chris Retzer, Newpark Property Management

Cory Shupe, Blu Line Design

Ehlias Louis, Gigaplex Architects

Eric Egenolf, Process Studio PLLC

Hank Louis, Gigaplex Architects

Hans Cerny, Caddis

Peter E. Federman, Pete & Company

Sid Ostergaard, Elliot Workgroup

Soren Simonsen, Community Studio

Tim Sullivan, InterPlan Co.



LOWER PARK AVENUE DESIGN STUDIO

AGENDA

Introduction - Peter E. Federman

East West Connection - Chris Retzer, Ehlias Louis, Hans Cerny, Tim Sullivan

Library Park - Cory Shupe, Eric Egenolf

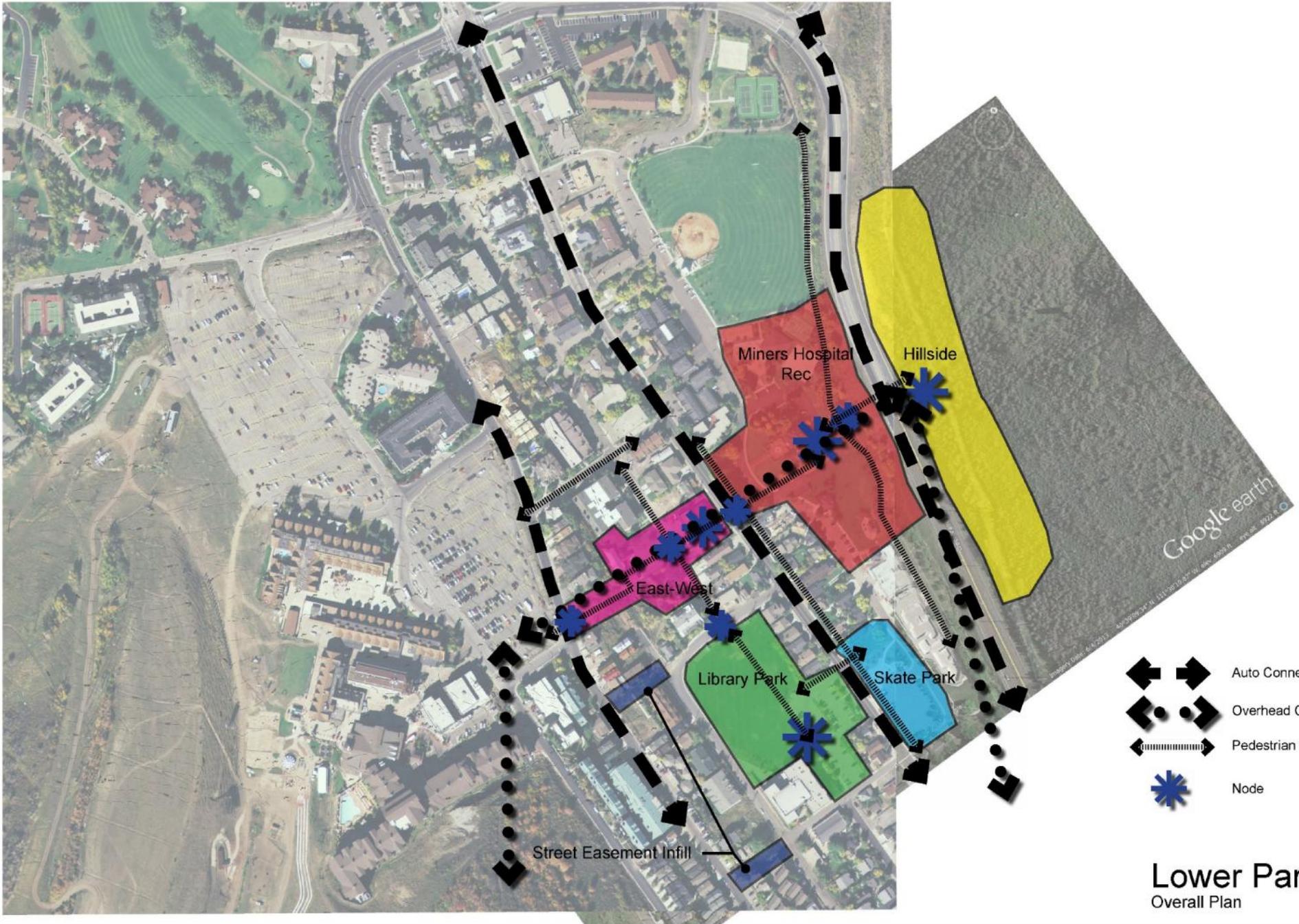
Miner's/Recreation/Deer Valley Drive - Hank Louis, Sid Ostergaard, Soren Simonson

Skate Park - Hank Louis, Hans Cerny

Street Easement Infill - Soren Simonson

Conclusion - Soren Simonson

Discussion and Questions



Lower Park Ave
Overall Plan

East West Corridor

Introduction / Big Idea

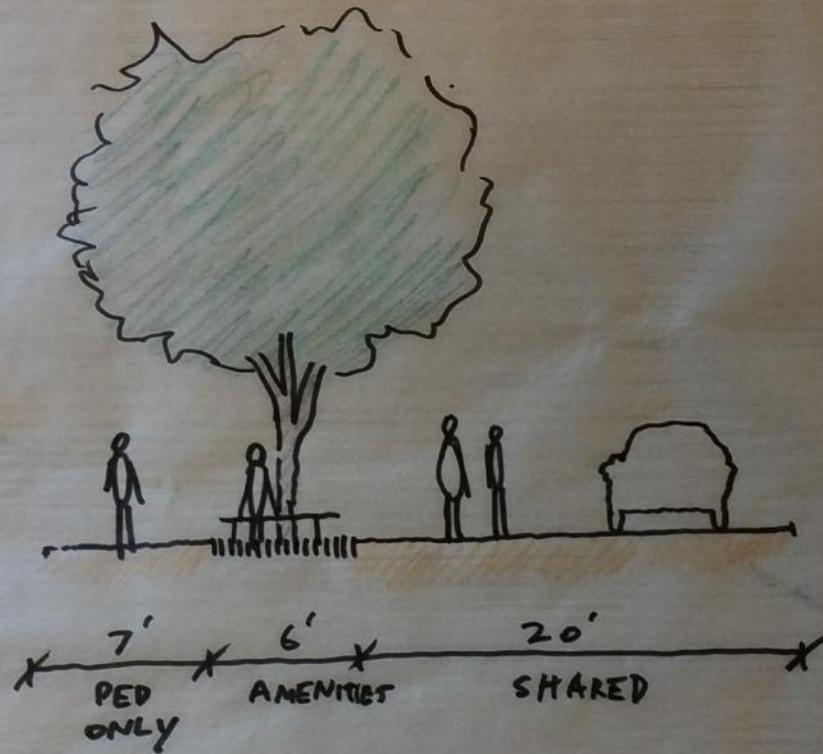
- Capitalize on the potential of city property to revitalize and serve the community
- Priorities
 - Neighborhood Core
 - Connectivity
 - Mixed Use
- Common Themes
 - East – West: Pedestrian Corridor from Empire to Park Avenue
 - North – South: Transform Woodside into a Shared Street
 - Scrape the Park Ave Fire Station
 - Re-locate the Senior Center

Woodside

- North-South Pedestrian Connectivity to Library Park
- Maximize the Narrow Right of Way
- Street as Public Space
- Local Vehicle access



Shared Street



WOODSIDE-
SHARED STREET CONCEPT



East / West – Low Density



Low Density

- Surface Parking (~16 stalls)
- Greenbelt Corridor: Two community gardens, sledding hill, bike bath,
- No Flex or Light Commercial
- Height: Historic scale (two stories)
- Core Housing: 14 townhomes (~1,250 sf)

East / West – Mid Density



Mid Density

- Surface Parking (~48 stalls)
- Height: Historic scale on Empire, Park Ave and in Center
- Empire Housing: 11 cottages (~1500 sf)
- Core Housing: 24 cottage flats (~750 sf) in 12 two-story cottages
- Park Ave Housing: 2 duplex units (~1000 sf)
- Core Commercial: Flex and light commercial on eastside of Woodside (~4,000 sf)
- Community Garden

East / West – High Density



High Density

- Underground Parking (~135 – 175 stalls)
- Height: Historic scale on Empire & Park Ave with height in Center
- Empire Housing: 11 cottage (~1500 sf), 6 accessory units (~650 sf)
- Core Housing: 74 apartments (~750 sf) in 3-story buildings
- Core Commercial: Flex and light commercial on first level with set backs at Woodside and Park Ave (~11,000 sf)

East / West – High Density Parking Garage



Micro-Units (exhibit)

- At-Grade Parking (~60 stalls)
- Height: Four Stories (3 levels residential above parking)
- Housing: 84 micro-apartments (~300 sf)
- Smaller units encourage single occupancy, fewer cars, upgrading housing, etc.

Micro-Units

- At-Grade Parking (~60 stalls)
- Height: Four Stories (3 levels residential above parking)
- Housing: 84 micro-apartments (~300 sf)
- Smaller units encourage single occupancy, fewer cars, upgrading housing, etc.

Live Work

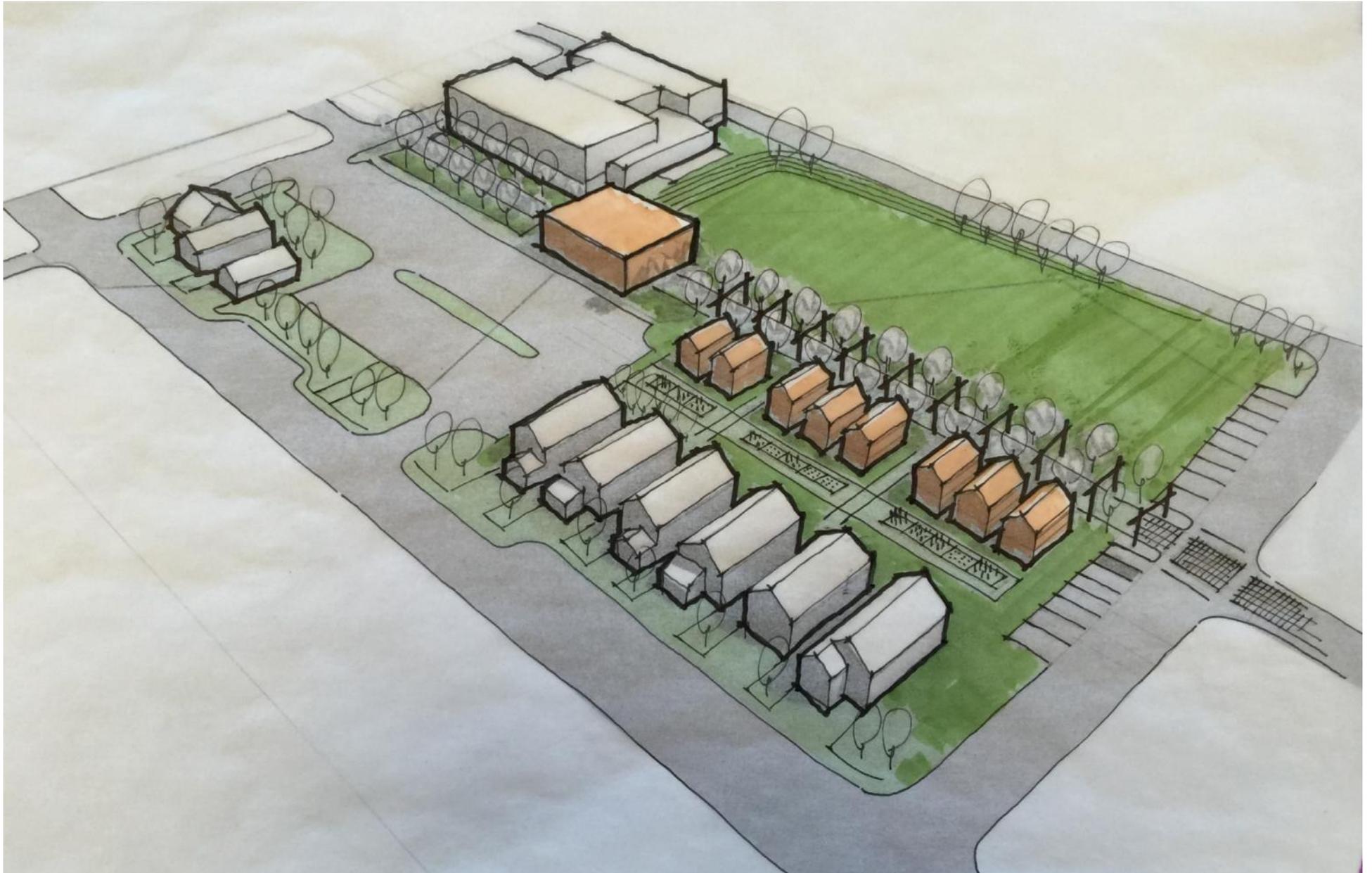
- At-Grade Parking under building (~18 stalls = 2/unit)
- Height: Three Stories (2 levels residential above office and parking)
- Live-Work Units: 9 units (~2,000 sf residential above ~1,000 sf office)

Library Field

Library Option #1



Library Option #1



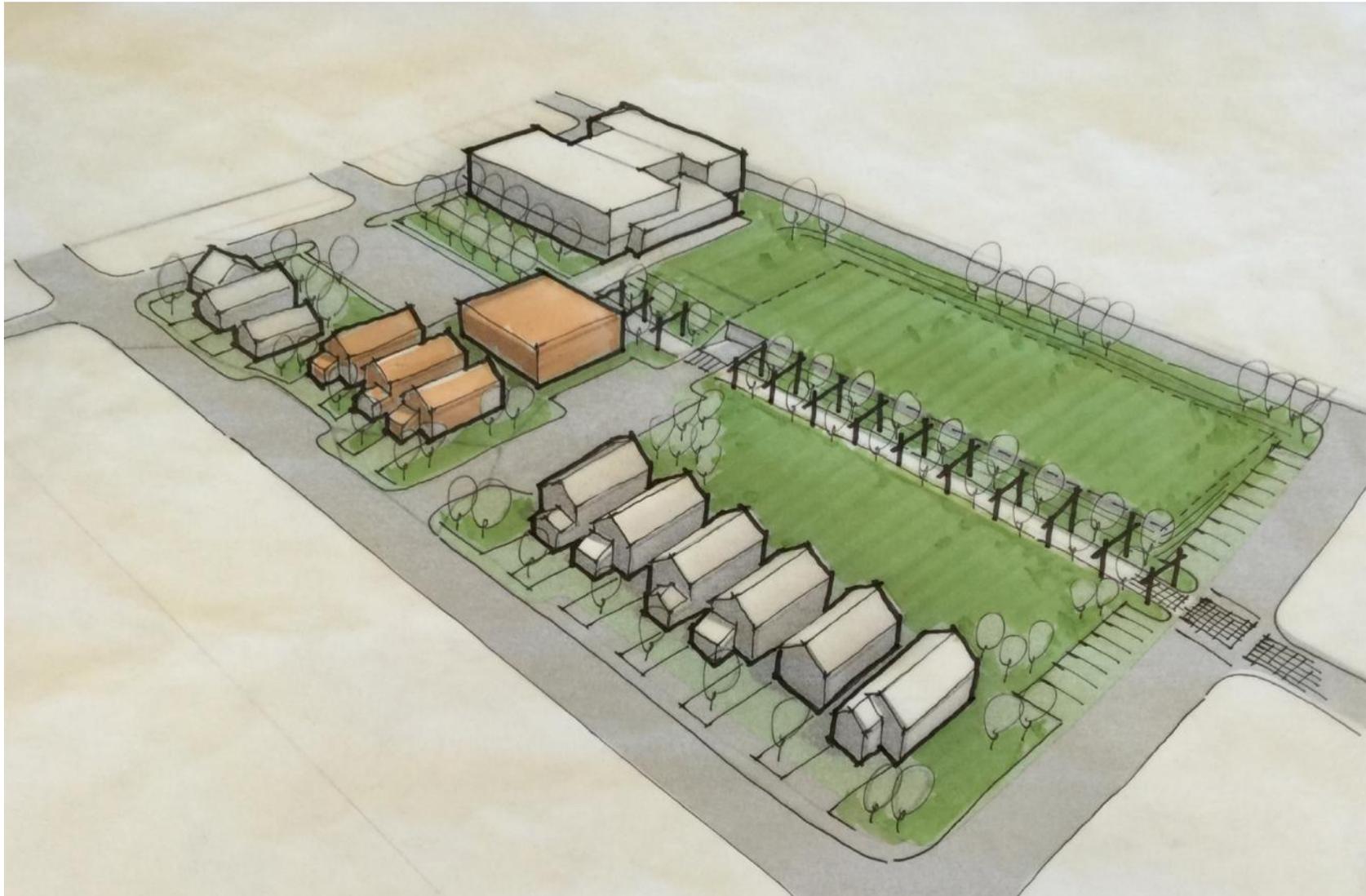
Library Up Close



Library Option #2



Library Option #2



Library Option #3



Library Option #3



Library Option #4



Library Option #4



Miner's / Recreation / Deer Valley Drive

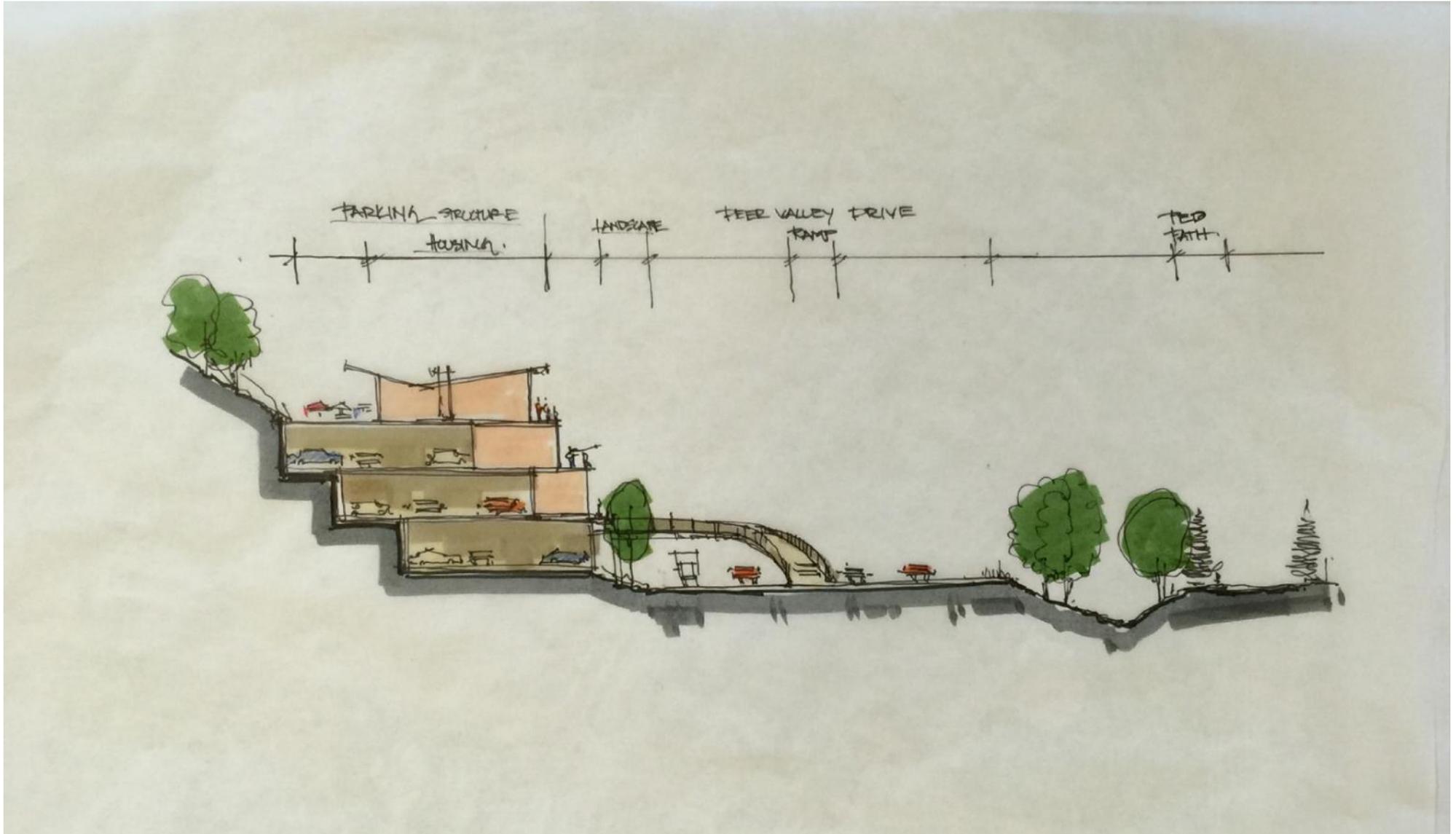
Miner's / Recreation / Deer Valley Drive - #1



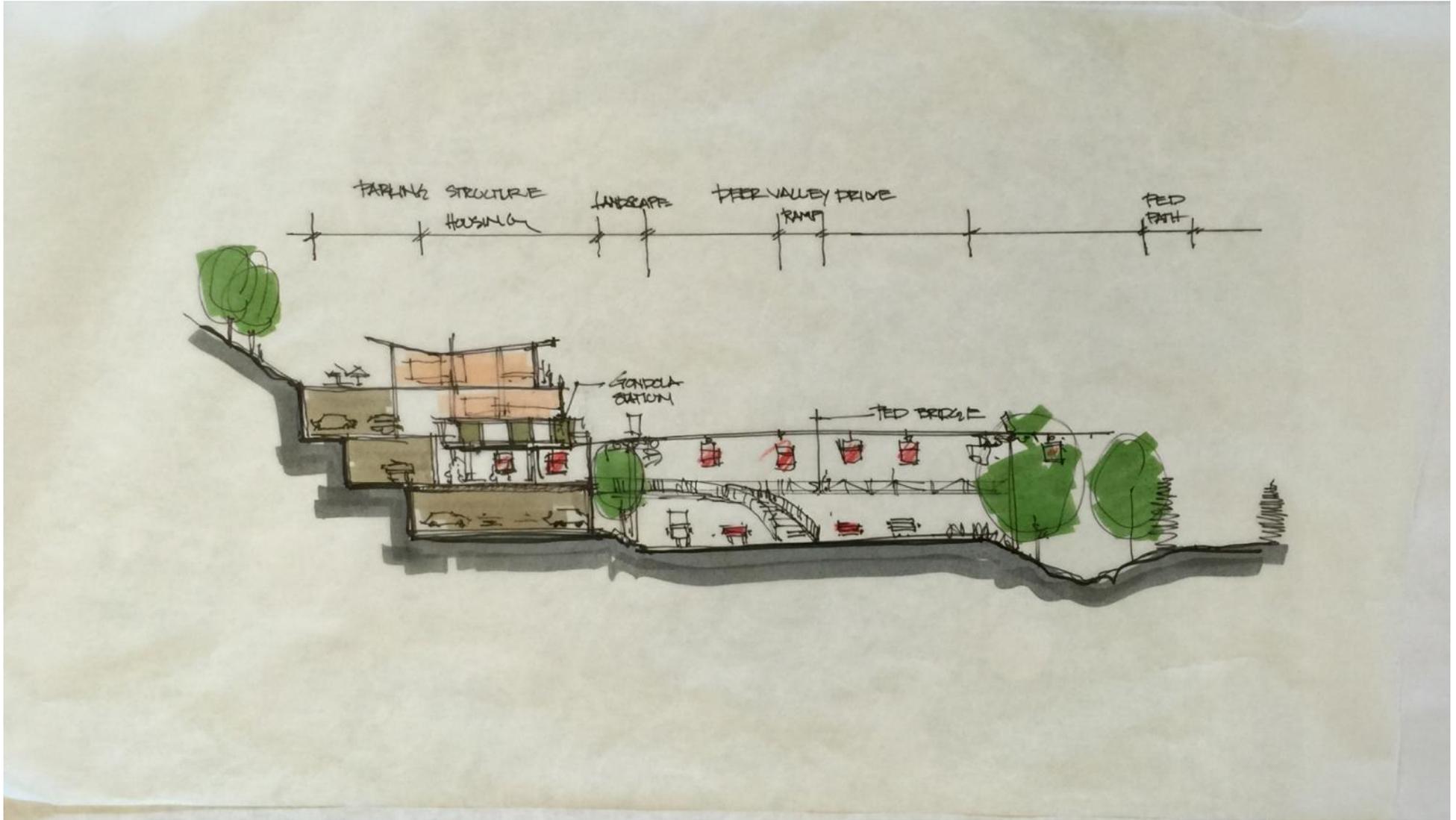
Miner's / Recreation / Deer Valley Drive - #2



Deer Valley Drive Section



Deer Valley Drive Section

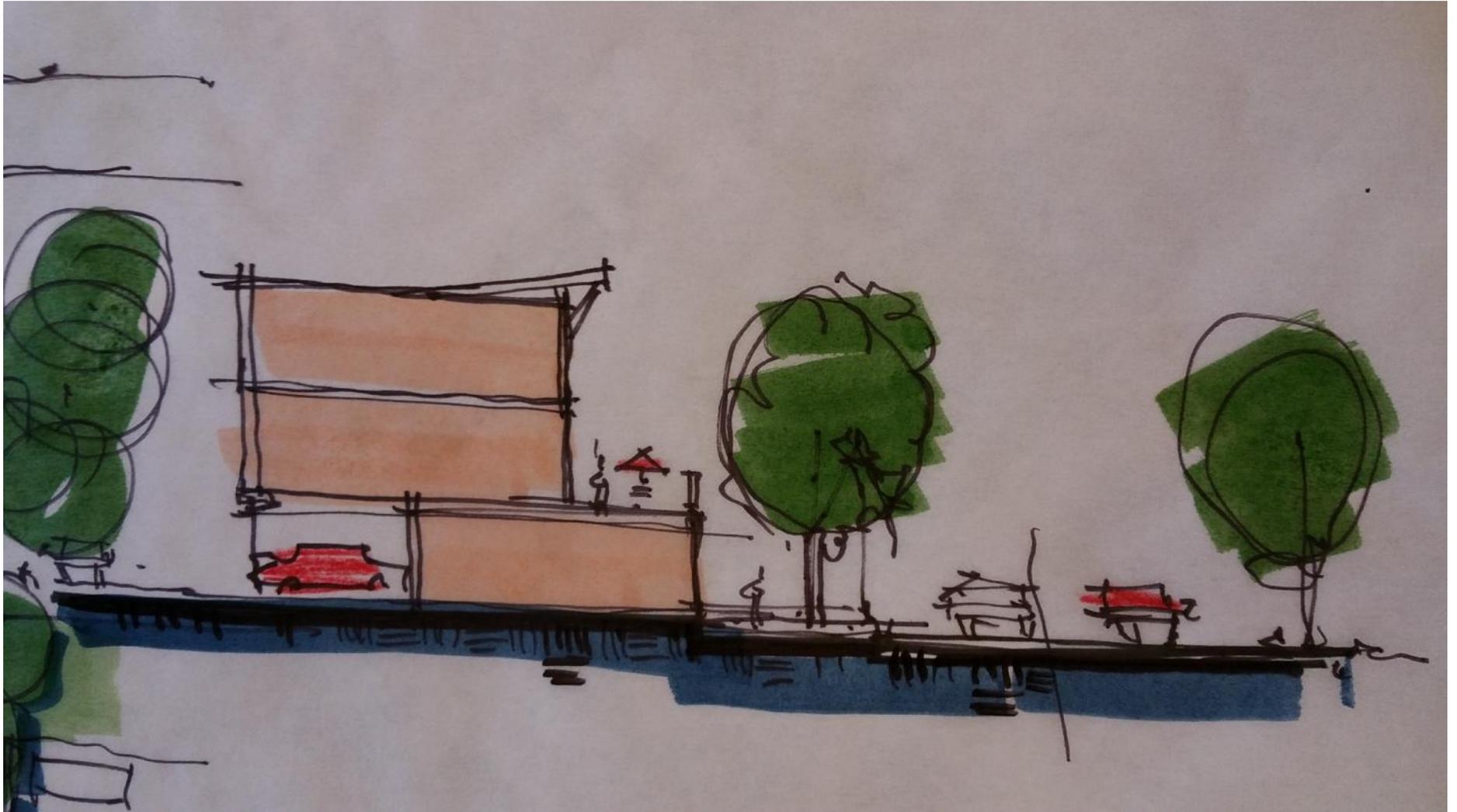


Skate Park Parking

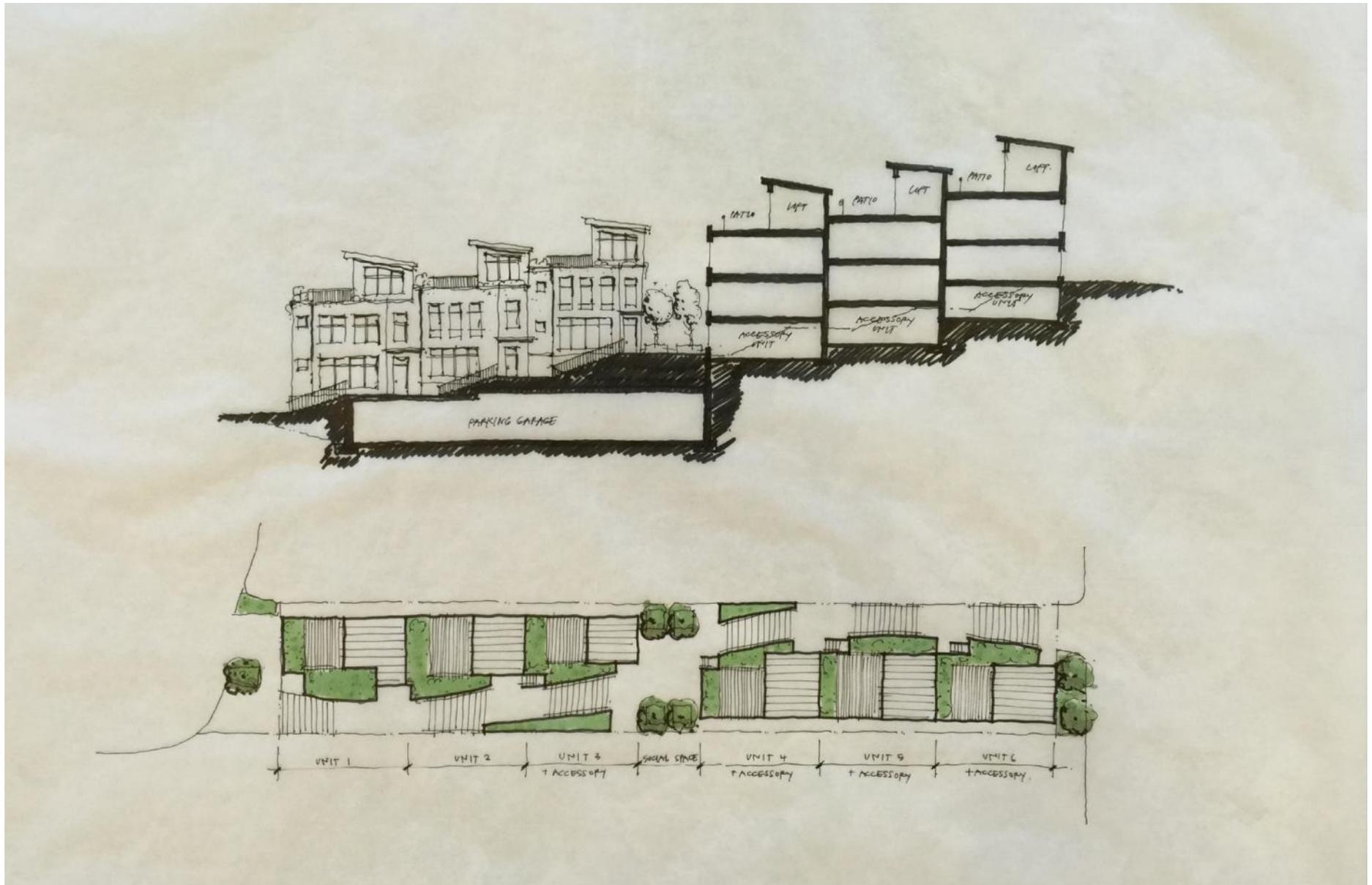
Skate Park Parking – Option #2



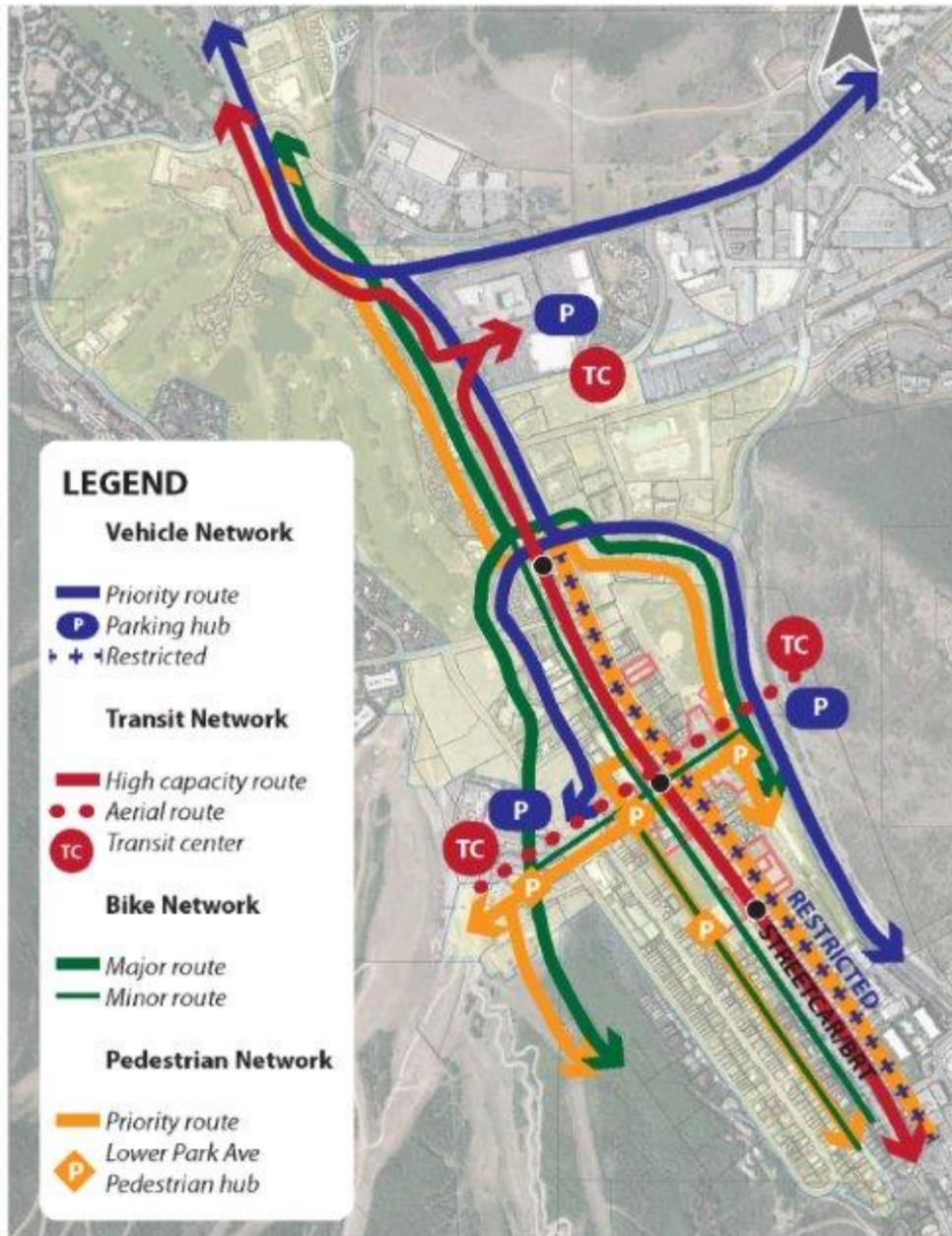
Skate Park Parking Section



Woodside Drive



Lower Park Avenue-centric Transportation Concept



Park Avenue Transit Concept



Transportation





Lower Park Avenue Study Session

Park City has three types of formats for Council items: Study Session, Work Session or Regular Session. Today's Lower Park Avenue Council Item is a Study Session. The format includes a presentation by staff and consultants, information sharing among Council members and discussion among Council, staff and consultants. The purpose of the Study Session is to present information and concepts and develop knowledge for future decision making by City Council. While Study Sessions are open to the public, as observers, the public does not participate in the Council-staff dialogue. No formal action or vote is taken during a Study Session. Ordinarily a study session would be held in the back of the Council Chambers. Our format is slightly different today to allow for additional seating in the Council Chambers. Below is a summary of the three types of Council items.

	Study Session	Work Session	Regular Session
Purpose	Discussion Only	Direction	Decision
Staff Report	Short staff report, background material, no recommendation	Staff report with background, analysis, recommendation & specification of direction needed	Staff report with background, analysis, recommendation & specification of decision needed
Public Input	None	If noticed for public input or if Mayor decides to take public input	If noticed for Public Input

How to Keep In Touch on the Lower Park Avenue Process

- Sign in and leave your name and email on the sheet in the hallway. If you attended Monday's evening meeting and provided your name and email you do not need to do so again.
- Register for electronic notification on www.parkcity.org. Select News Releases.
- Join LetsTalkParkCity.com
- Follow us on Facebook at City Government of Park City, Utah
- Follow us on Twitter @parkcitygovt
- Leave a comment at parkcitydesignstudio@gmail.com
- Tune in to KPCW 91.9 FM for Public Service Announcements and news reports. City Manager Diane Foster provides a preview of the upcoming Council agenda every Wednesday at 8:30a. Mayor Jack Thomas and members of the City Council take turns providing a weekly wrap up on Fridays at 8:30a following City Council meetings.
- Read the Park Record for advertisements and articles on upcoming meetings

Community Engagement to Identify Ideas and Opportunities (SPRING 2015)

- Interviews
- Let's Talk Park City – Visioning and Lower Park Ave
- Community Workshop



Design Studio (July 13-16, 2015)

- Open House – Gather Comments and Introduce Participants
- Develop Concepts
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Initial Internal Review (July/August 2015)

City Council Work Session (August 20, 2015)



Community Engagement to Consider and Refine Concepts (Fall 2015)

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Neighborhood Meetings



Tentative Council Direction (December 2015)



DATE: September 3, 2015

TO HONORABLE MAYOR AND COUNCIL

Attached for your approval, please find the City Council meeting minutes for July 16th and July 30th, 2015. Thank you for your consideration.

Respectfully:

Karen Anderson, Deputy City Recorder

**PARK CITY COUNCIL MEETING MINUTES
SUMMIT COUNTY, UTAH
July 16, 2015**

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**PARK CITY COUNCIL MEETING MINUTES - DRAFT
SUMMIT COUNTY, UTAH
July 16, 2015**

CLOSED SESSION

To discuss Property, Personnel and Litigation

STUDY SESSION

Lower Park Avenue Design Studio Presentation

Phyllis Robinson, Sustainability, introduced and thanked the design team and Staff members who have worked on this project. She reports Staff anticipates coming back before Council August 20 in a work session where a more formal process for finalizing decisions will be implemented.

Pete Federman, design team member, spoke to the ideas they have conceptualized for Lower Park Avenue saying they have six major concept ideas that include amenity and services, connections, housing solutions, open space solutions, parking and senior community center options.

Chris Retzer, design team member, spoke to the East/West Connection parcel, stating this area is known as the heart of project with their goal being how to best maximize the city's property. This connection would have mixed use and a neighborhood core, including a pedestrian corridor from Empire to Park Avenue; a north-south pedestrian corridor transforming Woodside Ave into a shared street.

Hans Cerny, design team member, spoke to the East/West Low density scheme, which would include a lot of green space, with Woodside as a pedestrian-oriented street and two-level single family townhomes. The mid-density scheme would incorporate more commercial neighborhood spaces and flex space, also with two-level single family residences. The higher density option would include denser housing and flex/commercial space, but only what the neighborhood would support, with housing units terraced on the hillside. The High Density Bridge option would include a pedestrian bridge from Miners Hospital over Park Ave and a bridge over Woodside Ave with housing units terraced on the hillside. Cerny states they also conceptualized a high density parking garage option they wish to study further.

Eric Egenolf and Corey Shupe, design team members, spoke about plans for the Library Field. Option #1 includes a senior center and micro housing with public garden plots. Option #2 includes the senior center with underground parking located beneath the playing field and a promenade connecting to the Library with four housing units along Park Ave. Option #3 includes a larger parking structure accessible from Woodside Ave with housing units to the north. Option #4 does not affect or touch Library Park and includes higher density housing with some commercial space.

Hank Louis and Sid Ostergaard spoke to the Miner's Hospital/Recreation/Deer Valley Drive area options. Option #1 keeps the Recreation building as is and adds flex space or a senior community building to the south of Miner's. Option #2 includes a larger building with Rec/Senior space to the south of Miner's, including a splash pad and softer recreation fields to the south and hard surface recreation areas to the north. The Deer Valley Drive section would include a gondola connecting to Deer Valley mountain and a three-tiered underground parking garage with housing units on top, which would alleviate congestion, and commercial space in the center. Regarding the Skate

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SUMMIT COUNTY, UTAH

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Park Parking options, option #1 would include 84 micro units and community areas where people could congregate. Option #2 would include more row houses type structures with businesses on the bottom floor and living space above.

Soren Simonsen, design team member, spoke to the Infield Housing idea that would address out-of-the box ideas for the right-of-way/easement areas on Woodside Drive. The concept includes a parking garage with loft/townhouse units with rooftop patios. This design would also incorporate basement accessory units spaced along the walkway for seasonal housing.

Tim Sullivan spoke to the Lower Park Avenue Centric Transportation Concept, which would make the streets more pedestrian and less vehicle focused. Park Avenue Transit concept would include a street car option as a primary option for moving people along Park Ave.

Ehlias Louis, design team member, stated Lower Park Ave is a definite north-south and east-west transition zone which they wish to infuse and revitalize with a strong neighborhood, community feel that includes small-scale retail space.

Mayor Jack Thomas thanked the design team for their work in coming up with broad, out-of-the box ideas. Council member Henney asked how all the different components tie together and if they can cherry pick ideas without having the whole concept implode. Federman states the ideas and uses are interchangeable, especially since all the ideas include a lot of flex space.

WORK SESSION

Council Questions and Comments and Manager's Report

Council member Peek attended Friends of the Farm and states the big tree was trimmed and the silo was assessed and found in good condition. The sprinkler valve that caused trouble in the past will be updated this summer.

Council member Henney attended Mountainlands Housing Trust meeting. Attended the Chamber of Commerce luncheon where Jerry & Jan Cole were recognized with the Myles Rademan service award. Henney states the Coles exemplify how to be excellent residents as well as citizens and the honor was well deserved.

Council member Simpson states the draft letter of support for the BEAR program should include the language "ambassadors." She would love an update on the school district master plan as she is hearing different stories around town, as well as an update on where they stand in partnering with the City on affordable housing. Ann Ober states she will get more information for Council next week. Regarding affordable housing, Ober states the school district is interested but that they will focus on it later in future discussions.

Council member Beerman echoes his admiration for the Coles in being honored with the service award, stating they have done so much for the community. Attended LEAD board meeting a few weeks ago where the Lieutenant Governor gave a pitch for a statewide quality of life contest and/or certification process to attract and keep millennials in our communities. Missed last week's meeting as he was in DC for a Mountain Accord discussion with Mayor Becker, Carl Fischer and Nathan Rafferty. States it was a whirlwind trip as they attended 12 meetings in a day and a half and met with all our federal delegation. States he took a bit of heat regarding why we don't want to connect the Wasatch Back through the Cottonwood Canyons. Says he planted some seeds and gave a preview of Mountain Accord, feels there will be more trips in our future to discuss Mountain Accord. Reports that on Monday, the entire executive board voted unanimously to approve the Accord, with approval from even the most conservative environmental groups. Thanked Staff and Council for all their hard work on Mountain Accord, including Jonathan Weidenhamer, Heinrich Dieters, Kent Cashel, Alfred Knotts, Clint Dayley, Phyllis Robinson; and especially Ann Ober, who has been a champion for the process and has worked many long hours. Beerman presented Ober with a flower bouquet and gift certificate.

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Mayor Jack Thomas attended the Lower Park Avenue open house and was surprised to see such a great turnout. Attended the Chamber Bureau luncheon where the Coles were acknowledged for their amazing community contributions.

Water Surcharge - Energy Discussion

Matt Abbott, Jason Christensen, Clint McAfee and Kyle McArthur, Water Department, spoke to the water surcharge being discussed for possible implementation. Abbott spoke to how we get our energy and the water department's current electricity use and carbon footprint. He states Staff's recommendation is to pursue the more aggressive and outcome oriented goal of a utility mitigation surcharge. Council member Henney asks if we do the surcharge, what will that money allow us to do that we are currently not doing and why have we not been doing them before as it seems there was sufficient funding. McAfee states their focus was on water supply and now they are turning their attention towards quality as they have a solid team in place. He says they are also now able to focus on efficiencies in the water system. Simpson asks if the surcharge revenue can be used to speed up our raw water system to use water straight from Rockport for irrigation. Abbott states the surcharge will accelerate the timeline for all water goals. Council member Beerman states he is excited that the surcharge will help to greatly reduce our carbon footprint and encourages Staff to implement this as soon as possible by making the mid-fiscal year adjustment to the water fee schedule. Council member Simpson asks if people who are implementing water-saving measures can be exempt or pay less of the surcharge fee. Abbott states Staff will look for ways to implement cost savings for residents who conserve. Council member Peek states if Council chooses not to implement this fee now, that it should be discussed at the next retreat for the 2017 budget.

Public Hearing

Mayor Thomas opened the public hearing. Hyrum Early states he is in favor of immediate implementation of the surcharge, instead of waiting till 2017, as it would bring about so many positive outcomes. Chris Cherniak, environmental engineer and committee member of Summit County Powerworks, states they fully support any efforts on this issue in order to showcase them for the Georgetown Energy Prize.

Council member Beerman asks what the next steps would be if Council chooses to immediately implement the surcharge. McArthur states next steps would be working with consulting engineers on analyzing projects to come up with a comprehensive master plan, states Staff would come back with a finalized report and legal analysis, to which Council asks they go forward on. Mayor Thomas closed the public hearing.

Old Town Curbside Waste and Recycling Ordinance Discussion

Matt Abbott reports Staff recommendation is a citywide waste and recycling receptacle ordinance. Council member Henney asks Abbott for his opinion on the proposal submitted by Hope Melville. Council member Beerman asks about Staff time needed to enforce the ordinance.

Public Hearing

Mayor Thomas opened the public hearing. Hope Melville states she would like to see an ordinance enacted rather than doing nothing at all and encourages Council to make progress. She suggests the ordinance require residents to label their receptacles.

Council member Beerman, Henney and Mayor Thomas agree with Melville that the cans should be labeled. Abbott states Staff is not sure how to enforce labeling. Council member Simpson says labeling won't work because residents won't comply and feels if the funding enforcement is enacted that the topic should be a part of the BFO 2017 process. Council asks Staff to explore the labeling issue and come back with an ordinance for adoption that includes labeling.

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REGULAR MEETING

I. ROLL CALL - Mayor Jack Thomas called the regular meeting of the City Council to order at the Marsac Municipal Building on Thursday, July 16, 2015. Members in attendance were Jack Thomas, Andy Beerman, Dick Peek, Liza Simpson, and Tim Henney. Council member Cindy Matsumoto is excused. Staff members present were Diane Foster, City Manager; Matt Dias, Assistant City Manager; Mark Harrington, City Attorney; Brooks Robinson, Transportation; Anya Grahn, Planning; Kiersten Whetston, Planning; Francisco Astorga, Senior Planner

II. SWEARING IN CEREMONY

Dan Cherkis and Zach Nakahashi were sworn in as police officers.

III. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Brooks Robinson, Transportation, and Matt Zundel spoke to the SR-224 Marsac roundabout to the seasonal snow gate project, which involves removing an inch of asphalt and replacing with new pavement. Construction will begin August 10th, after the Tour of Utah, and last 45 days. It's daytime work Monday through Saturday. There was very restrictive language in the contract about what they could and couldn't do during the Tour of Utah so instead of conflicting with that they decided to start the process afterwards. Zundel commended Brooks and his staff and all their efforts to help out in order to make this a successful project. This project is on SR-224 it starts at Marsac and goes up past Montage to the seasonal snow gate. Even with this later start they should be able to complete the paving by the end of August. There will be one-way traffic controlled by flaggers for the duration of the project with the exception of a five day period when traffic will temporarily be closed from Hillside Ave to the Ontario Mines.

Zundel says they've had good stakeholder coordination already with the fire department, the city, the police department, and local businesses. They've had local media outreach to help people be informed about what's happening during this timeframe. Right before the project starts they'll be canvassing the area with fliers as well. They're providing weekly updates to Brooks and to the city staff. They're hoping for a successful project and trying to shorten the duration of it to minimize the impact and they've managed to avoid the Tour of Utah and the Arts Festival as well.

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

Mary Beth Maziarz, Mellie Owens, Anya Grahn, Stu Johnson and Hadley Dynak from the Leadership Park City class spoke about their class project which involves a neighbor day to be held September 26, 2015. 28% of Americans know their neighbors. There's a large group that don't know their neighbors. Park City and the greater Summit County are home to many different communities organized around geography, sports, religion, outdoor recreation activities, community service, and social clubs. There are numerous ways to build and connect with others through these groups. Despite the many opportunities for connection, many of us have become exclusionary. Isolated by social media and disassociated with the immediate neighborhood around us.

At the same time our population continues to grow. In 1980 there were approximately 10,400 residents in the Summit County area. By 2014 the number has grown to 38,000 and we know it will continue to grow. So why should we care about our neighbors? Strong neighborhoods matter because studies have shown that good neighbors can improve your health, increase longevity, offer safer environments, and produce a greater sense of well-being. Our leadership class recognizes this social issue that many of us have become disconnected to our neighbors, and we choose this project to remedy that. They requested Council pass a resolution designating the fourth Saturday in September as Park City Neighbor Day in order to foster better neighbor relations citywide and become a legacy for citizens to celebrate their neighbor relationships. They've planned to promote it at the Deer Valley concerts, the Silly Market, on the radio, in print, and TV. They also have a social media presence through Facebook,

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twitter, Pinterest, Instagram, as well as their website. The overarching goal is to create stronger relationships between neighbors.

It would be good to reach out to Katie Mullaly at the Summit County Health Department because the thriving communities book that she put together last year has an entire section on this.

V. CONSENT AGENDA

Consideration of Authorization of the City Manager to Execute a Professional Service Contract in a Form Approved by the City Attorney's Office with Economic & Planning Systems, Inc. (EPS) in an Amount Not to Exceed Seventy Five Thousand Dollars (\$75,000) for Housing Resolution Review

**Council member Beerman moved to approve consideration of authorization of the City Manager to Execute a Professional Service Contract in a Form Approved by the City Attorney's Office with Economic & Planning Systems, Inc. (EPS) in an Amount Not to Exceed Seventy Five Thousand Dollars (\$75,000) for Housing Resolution Review
Council member Henney seconded
Approved 4-0 Matsumoto Excused**

VI. NEW BUSINESS

1. Consideration of the First Amended Upper Norfolk Subdivision Plat Pursuant to Findings Fact, Conclusions of Law and Conditions of Approval in a Form Approved by the City Attorney.

Francisco Astorga, senior planner, states applicant Jerry Fiat could not make it today. Astorga states the subdivision was approved in 1985 but that the timeframe to build on these three lots has expired. The applicant does not have the same opportunity that they had in 2006. The only way to access the lots is via Upper Norfolk. Exhibits A-K in the staff report have been incorporated as actual conditions of approval. Based on the analysis the planners have done they recommend holding a public hearing and approve the amendment of the conditions of approval on the ordinance.

Beerman asks if the empty lot that looks to be part of a staging area there will be part of this current project to be built, to which Astorga states that it's a different area than this.

Public Hearing

Ed Desisto, Upper Norfolk resident, states this project has been going on for quite a while. States he doesn't understand why the conditions of approval from 2006 would have changed. States the access they are currently seeking through Upper Norfolk will create a bottleneck. He also has concerns about how it is possible that when conditions arise the mitigation can change. Also he is concerned about the length of construction of several other projects of Fiat's. With all the issues that arise with emergency access and snowplowing, that's why it was approved in 2006. He's concerned about the steep slope—it just doesn't disappear.

Mayor Thomas asked Astorga how steep slope was determined. Astorga explained anything greater than 30% would require a CUP and that the applicant is working on getting a current survey.

Council member Simpson asked how an applicant changes the construction mitigation plan, that they're not just able to disregard certain parts without getting approval, to which Astorga agrees. Mayor Thomas closed the public hearing.

Board member Simpson moved to approve Consideration of the First Amended Upper Norfolk Subdivision Plat Pursuant to Findings Fact, Conclusions of Law and Conditions of Approval in a Form Approved by the City Attorney.

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**Council member Beerman seconded
Approved 4-0 Matsumoto – Excused**

2. Consideration of Multiple Land Management Code Amendments to Include Setbacks for Patios and Hot Tubs in HRL, Chapter 2.1, HR-1 Chapter 2.2, HR- 2 Chapter 2.3, HRM- Chapter 2.4, and RC Chapter 2.16; Applicability of Steep Slope Conditional Use Permits in HRL, Chapter 2.1, HR-1 Chapter 2.2, and HR-2 Chapter 2.3; Combination of Condominium Units Procedure in Chapter 7; Annexations Procedure and Review in Chapter 8; Non-Conforming Uses and Non-Complying Structures in Chapter 9; and Board of Adjustment Standard of Review and Appeals in Chapters 1 and 10 PG 176

Kiersten Whetstone, Planning, states Staff conducted an annual review of the LMC and that the proposed amendments are mainly administrative. She explains the specifics of the changes and states the Planning Commission gave a positive recommendation for the changes.

Public Hearing

Mayor Thomas opened the public hearing. No comments were heard. Mayor Thomas closed the public hearing.

Council member Peek moved to approve Consideration of Multiple Land Management Code Amendments to Include Setbacks for Patios and Hot Tubs in HRL, Chapter 2.1, HR-1 Chapter 2.2, HR- 2 Chapter 2.3, HRM- Chapter 2.4, and RC Chapter 2.16; Applicability of Steep Slope Conditional Use Permits in HRL, Chapter 2.1, HR-1 Chapter 2.2, and HR-2 Chapter 2.3; Combination of Condominium Units Procedure in Chapter 7; Annexations Procedure and Review in Chapter 8; Non-Conforming Uses and Non-Complying Structures in Chapter 9; and Board of Adjustment Standard of Review and Appeals in Chapters 1 and 10 PG 176

**Board member Simpson seconded
Approved 4-0 Matsumoto – Excused**

3. Consideration of a Plat Amendment Extension of the Lots 30 and 31 Holiday Ranchettes Subdivision Located at 2519 Lucky John Drive in Pursuant to the Findings, Facts, Conclusions of Law and Conditions of Approval in a Form Approved by the City Attorney.

Whetstone states this is a request to extend approval of a subdivision plat to redivide the lots to match what was originally approved. Council member Simpson states we should waive any fees, if there were any, involved with this.

Public Hearing

No comments were heard.

Council member Peek moved to approve Consideration of a Plat Amendment Extension of the Lots 30 and 31 Holiday Ranchettes Subdivision Located at 2519 Lucky John Drive in Pursuant to the Findings, Facts, Conclusions of Law and Conditions of Approval in a Form Approved by the City Attorney.

**Board member Beerman seconded
Approved 4-0 Matsumoto – Excused**

VII. ADJOURNMENT

**Council member Simpson moved to adjourn
Council member Peek seconded
Approved 4-0 Matsumoto – Excused**

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CLOSED SESSION MEMORANDUM

The City Council met in a closed session at approximately 2:30 pm. Members in attendance were Mayor Jack Thomas, Andy Beerman, Dick Peek and Tim Henney. Council member Cindy Matsumoto was excused. Staff members present were; Diane Foster, City Manager; Mark Harrington, City Attorney; Matt Dias, Assistant City Manager; Clint McAfee, Water Manager and Heinrich Dieters, Sustainability. **Council member Peek moved to close the meeting to discuss Property, Litigation and Personnel. Council member Simpson seconded. Motion Carried.**

The meeting for which these minutes were prepared was noticed by posting at least 24 hours in advance and by delivery to the news media two days prior to the meeting.

Prepared by Katie Madsen.



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CLOSED SESSION

To discuss Property, Personnel and Litigation

STUDY SESSION

Discussion regarding Vacation Rentals in Park City

Cherie Wellmon, Business License Inspector, recalled that Staff participated in the Colorado Association of Ski Towns (CAST) survey looking into practices and challenges with nightly rentals. Staff believes some of the concepts could be implemented in Park City. She noted that the Building Department will be working on enforcement of nightly rentals. She reported that VR Compliance, which is no longer in business, had saved the City a lot of time in identifying illegal nightly rentals. One of Staff's greatest concerns is the safety of nightly rentals, and they do not want negative publicity that could come from a safety incident. They also want a level playing field for those who do follow the law, and the City has a difficult time finding those who do not follow the law and getting them to comply.

The Council Members discussed the history of nightly rentals in Park City. City Manager Diane Foster explained that the City's revenue stream is well balanced, and they are not as concerned about tax revenue as some of the other resort communities, but health and safety is a big concern for the City. The Council Members discussed the importance of providing a level playing field for the owners.

Council Member Beerman confirmed with Ms. Wellmon that the 2,063 active nightly rental licenses include all nightly rentals. He asked how many units may be out of compliance, and Ms. Wellmon replied that it would be at least 500. Planning Director Bruce Erickson stated that they consider the Park City market to be hyper-efficient because of its proximity to the airport. They are also concerned about blended housing units where people sometimes let their friends stay, which is an unregulated activity, and at other times list them as nightly rentals. That makes it difficult to look at the actual number of units other than just a snapshot at a particular time. He did not believe they could get an accurate count, and he commented that it is not as much about counting the units as it is about developing a fair playing field.

Council Member Beerman asked which neighborhoods are not allowed to have nightly rentals by ordinance. Ms. Wellmon replied that they are prohibited in most of the Aerie and Park Meadows. Mr. Erickson explained that they are prohibited in the Residential Development (RD) Zone and the Historic Low Density (HRL) Zone, and almost the rest of the Historic District and within the resort. Council Member Simpson clarified that would include most of Park Meadows, most of the Aerie, Thayne's, Iron Canyon, and other pockets of clustered homes. Mr. Erickson noted that they have not accounted for the private agreements in the homeowners associations that allow for nightly rentals.

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Council Member Matsumoto asked what laws are used in other communities that they could enact in Park City to help with this issue. Council Member Simpson commented that it was the threat of legislation more than the legislation itself in Portland that caused bed and breakfasts to come to the table and partner with the city. She also noted that Airbnb is also conducting training webinars for their hosts urging best practices.

Mr. Erickson stated that, in terms of land use regulation, the first concern is health and safety and making sure those who operate nightly rentals meet the minimum safety requirements. The second concern is minimizing impacts on residents who live in the vicinity of a nightly rental property. Third is the policy issue regarding how to deal with the loss of housing stock to nightly rentals versus delivery of services to a nightly rental guest who may spend \$500 a night compared to a resident who spends \$50 a night. He believed Planning would support destination activities as long as they do not disturb the neighborhoods.

Council Member Simpson suggested that a good place to start might be to concentrate on finding the listings in the zones where nightly rentals are prohibited. Mr. Erickson recalled that this was addressed during the Olympics, and he could look at what they did at that time. Council Member Matsumoto felt they need to address people who make a business of nightly rentals night after night or for long periods of time. Mayor Jack Thomas commented that nightly rentals change the daily nature of the neighborhoods where they occur. Council Member Beerman shared the CAST people's concern that nightly rentals are transforming the neighborhoods. He expressed concern about that bleeding out into surrounding areas, and he would like to focus on that now. Then they can talk about getting better compliance and making sure they collect the taxes. For him, the priority is how to preserve the neighborhoods.

Ms. Foster suggested that they explore with Staff what tools are available for changing this and if there are other tools that can be used to prohibit nightly rentals.

The Council Members agreed to have another study session after the CAST meeting.

WORK SESSION

Council Questions and Comments and Manager's Report

Council Member Beerman reported that he attended the Recycle Utah party. Monday is the ceremonial signing of the Mountain Accord, and he invited the Council Members to attend and sign a copy of the Accord. He reported that he attended the COSAC meeting, and they are working on recommendations for the Clark Ranch. He attended Vail's presentation on the resort merger yesterday. He noted that Jonathan Weidenhamer is working with a company called Avatech, which is developing technology to examine snow science and avalanche prevention, about relocating to Park City.

Council Member Matsumoto reported that she was in Rio de Janeiro, Brazil, a couple of weeks ago, and they are in the process of building a track system on their main street. She also saw a suspended bike path and commented that sidewalks in Rio de Janeiro are a tourist attraction. She reported that she met with some Old Town residents who brought up an issue she has heard from numerous people in Old Town regarding the number of flat roofs. She questioned whether they are getting what they wanted with "green" roofs and stated that they do not fit in well. Mr. Erickson explained that there have been some less than careful interpretations of the green roof provisions, and the Planning Department is committed to enforcing the roof design guidelines and the Code as currently written. Ms. Foster suggested that they have Mr. Erickson

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address this issue in a work session. Council Member Henney stated that he would like to be very clear about the intent and whether they can meet that intent as the Code is currently written. Ms. Foster suggested that they talk about implementing a moratorium to allow them to amend the Code to clarify it.

Council Member Henney reported that he participated in the Silly Market on July 19, and it appears that the major concerns between the Silly Market and the Main Street Merchants have been resolved. He attended the Historic Park City Alliance (HPCA) Board meeting on July 21, and new concerns include the potential of driving offices off of Main Street, especially due to high lease rates. He attended the Planning Commission meeting on July 22, and the highlight was the Alice Claim. The Planning Commission directed Staff to prepare a negative recommendation. On July 24 he went to Blue Sky for Pioneer Day and their bottle-breaking celebration, and he commented that it is a beautiful facility.

Council Member Simpson reported that she attended a Wildland Policy Work Group meeting last week. They will meet two more times before the Utah League of Cities and Towns convention in September and hope to have something to present at the convention. She explained that they are trying to put together a list of things cities can do for fire prevention other than just contributing money to the insurance fund.

Mayor Jack Thomas reported that he attended the Board retreat for the Snyderville Basin Sewer District and found the discussion regarding the impact on trout interesting. He stated that they will work with the communities on getting pharmaceuticals out of the sewer system. He also attended the Quality Growth Commission meeting and field trip. A couple of neighbors complained about the noise level of the Texas Roadhouse function at the North 40 Park, and he would like to have a better understanding of the decibels. Ms. Foster offered to provide a link to the app on decibel readings. Mayor Thomas reported that he attended the branding function at Park City.

Council Member Beerman recalled that the Council Members received communication asking if they would like to sign on with the climate change project. Council Member Simpson stated that she would like to discuss it in work session first.

Mountain Accord Phase II Project Update

Ann Ober, Community Relations, reported that they are moving into Phase II of Mountain Accord. Staff and elected officials of the entities involved met today and agreed that an alternatives analysis is the correct path to use for determining how to move people from the airport to Park City. They also agreed to recommend that Summit County lead that process and manage the contract, which will be jointly managed by the seven partners and will include a public process. A second project will be the cross-connection economic and transportation study between Big Cottonwood Canyon and Park City, with the first meeting scheduled for August 10. Laynee Jones with Mountain Accord believes Park City should take the lead on that. A third project is an environmental dashboard that looks at migration patterns across the Wasatch Front and Wasatch Back and how the watersheds work together. As land is protected or developed, they will better understand the loss or gain for the environment. That project will be updated on an annual or bi-annual basis. The final project will be a trails master plan that looks at how to connect the trails from the Wasatch Front to the Wasatch Back. She verified for Council Member Simpson that the timing of the environmental dashboard project would be 18 months. Council Member Simpson suggested that Ms. Ober check with Charlie Sturgis to see if

he can find a previously created document that looked at a grand circle of trails in the surrounding area.

Presentation by the Design Team Lead by GSBS Architects on the Brew Pub Plaza

Jonathan Weidenhamer presented the staff report and explained that this item was placed on the consent agenda this evening. However, the scope of the project recently changed, and Staff recommended that they remove this item from the consent agenda and continue it to the next meeting. He stated that they want to have a process that engages the stakeholders, and this team was the best one that responded to the RFP. Mayor Thomas disclosed that he has known and worked with David Brems previously. Mr. Brems introduced the vision for the project and introduced the design team, which includes Brent Watts from Struck Design, Craig Bickers with Civitas, Clio Rayner with GSBS Architects, and Christine Richman with GSBS. He discussed the importance of this public project and stated that they want to partner with the Council in the design process and help them understand the stakeholders and all of the process involved. He explained that they want to create a great sense of identity with this project. Mr. Watts discussed the vision and process for creating the plaza and integrating the Park City brand into it. They will study who will use the plaza, how people will flow through the plaza, and how they will feel as they walk onto the plaza as they proceed with the design process. Ms. Richman explained that they will look at programming in the space in a very broad way to respond to the needs and wants of those who will come there on a daily basis. Ms. Rayner explained that they will work with stakeholders and check in with the City Council throughout the design process. She suggested that they meet with the Council again on August 20, October 22, and then review the three preferred concepts on December 17. Mr. Bickers stated that the process will be investigative and inclusive and will require a lot of dialogue to develop the project. He presented some initial ideas the design team has looked at and some of the factors they considered in developing those concepts.

Council Member Simpson believed they should involve the Public Art Advisory Board in this project early in the process. Mayor Thomas cautioned the design team to be aware of the scale of the community and understand the Code. It was suggested that the design team meet with the Council in a study session at the August 20 meeting. Council Member Simpson stated that she would be comfortable with approving the consent agenda item this evening.

Historic Preservation Quarterly Update and Mine Site Discussion

Historic Preservation Planner Anya Grahn presented the staff report and discussed the role of the Historic Preservation Consultant and the Historic Preservation Board. Council Member Simpson commented that they have previously asked the HPB if they want to be the review body or the appeal body, and each time they have strongly indicated that they want to be the appeal body. Council Member Matsumoto did not believe they strongly voted to be the appeal board, and it was her opinion that the HPB has a role in design review to provide a citizens' overlook. She also believes the citizens want that and that they can find another avenue for appeals. Ms. Foster explained that, in order to answer the question about the HPB's role, the Council probably needs a work session with additional information. The majority of the Council Members indicated that they would be interested in reconsidering the HPB's role and receiving more information.

Ms. Grahn discussed the historic district grant program and proposed changes in the program. Council Member Matsumoto commented that they cannot do much with the Historic District with the current budget, and she would like to reconsider the budget. Council Member Beerman

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confirmed with Ms. Foster that it is possible for Staff to find people whose property needs to have work done and encourage them to apply for a grant. Council Member Simpson asked if they need a better flow-through between grant program money and the budgeted amount the Building Department has for building abatement. Council Member Beerman discussed using RDA funds to tackle some of the large historic preservation projects and was interested in looking at that. Council Member Simpson believe they need a philosophical discussion about spending more taxpayer dollars to do anything more than mothball a building to keep it from deteriorating further. Council Member Henney believed there is a bigger issue that needs to be explored, because he has a hard time reconciling what they are able to accomplish with the resources and Codes and ordinances in place and what they would like to accomplish. Ms. Grahn provided an update on the Intensive Level Survey of the Historic District.

Chief Building Official Chad Root explained that they have quite a few abatement challenges in the Historic District, such as homeowners throwing snow on the roof of abandoned buildings to make them collapse and a lack of caretaking of historic structures. When the Building Department gets a call about an abandoned building and tracks down the owner, if the owner has no interest in fixing up the structure, they start the process of getting them to correct the deficiencies. Ms. Grahn recalled that in 2009 Staff was directed to prepare a demolition by neglect ordinance but did not follow up with it and asked if the Council would like to direct Staff to pursue that. Council Member Beerman was supportive of that type of ordinance and would like to see an ordinance criminalizing the not-so-accidental demolitions. Council Member Simpson stated that she would like to know how many structures they are talking about. Mr. Root confirmed that there are quite a number of them. Mayor Thomas commented that, over the last several years, with lot combinations and grants, they have seen large buildings connected to smaller historic buildings and questioned whether they want that. He believed they should discuss that in terms of direction for the future.

After further discussion of historic preservation and how the Land Management Code relates to historic preservation, Council Member Simpson expressed an interest in seeing a list of priorities for historic preservation and what it would cost to stabilize the structures. Council Member Matsumoto commented that there are partners in the community who would probably be willing to help raise money and partner in that effort. Council Member Beerman agreed and noted that some of the structures are time sensitive. If something is not done, they will be gone, and he would like to understand which ones are at the greatest risk and address them. Ms. Foster explained that they need to have a funding discussion as well as a structure discussion, because right now, the City does not have enough funds to fix them all, and they need to figure out where to get the funds. Council Member Beerman recalled that in their retreat they talked about this, and historic preservation was a second tier goal. They talked about revising their grant program and protecting the historic structures, so this is nothing new. Ms. Foster replied that Staff has been working on that, and they will bring back specifics as they are developed in the future. Council Member Matsumoto asked if they have enough Staff to do all this. Ms. Foster replied that they may need to bring in outside help.

City Council-Historic Preservation Board Work Session

This item was postponed, as members of the Historic Preservation Board had not been given sufficient notice of the meeting.

REGULAR MEETING

I. ROLL CALL – Mayor Jack Thomas called the regular meeting of the City Council to order at 6:00 p.m. at the Marsac Municipal Building on Thursday, July 30, 2015. Members in attendance were Jack Thomas, Andy Beerman, Liza Simpson, Tim Henney, and Cindy Matsumoto. Dick Peek was excused. Starr members present were Diane Foster, City Manager; Matt Dias, Assistant City Manager; Mark Harrington, City Attorney; Jonathan Weidenhamer, Economic Development Manager; Bruce Erickson, Planning Director; Kirsten Whetstone, Senior Planner; Anya Grahn, Historic Preservation Planner; Roger McClain, Water Engineer; Michelle De Haan, Water Quality Program Manager; Brooke Moss, Human Resource Manager.

II. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

No comments were heard.

III. NEW BUSINESS

1. Consideration of a Proclamation to Honor the 2015 Sister-City, Courchevel, France, Student Exchange Program

Mayor Thomas welcomed the exchange students, and each student was introduced individually. A representative of the exchange students expressed appreciation for the opportunity to participate in this program. Those who facilitated the program were also recognized.

Council Member Simpson moved to approve New Business Item 1.
Council Member Beerman seconded.
Approved 4-0 Peek excused

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

Sanford Melville provided background regarding the historic Dayton house and stated that he understands it is scheduled for demolition. He did not believe the Planning Department had all the information prior to approving the demolition, and he provided specific information regarding the process that led to the decision to de-list the house. He stated that the public deserves the opportunity to weigh in on that decision. He believed if the structure is demolished, it will show that Park City is not interested in historic preservation. He urged the Council to have a public hearing on the historic Dayton House, consider a moratorium on demolition in Park City, and stop the destruction in historic Park City. Mayor Thomas requested that this item come before the Council at the next meeting.

Justin Keys with Jones Waldo stated that he represents some of the neighbors of the Dayton house. He believed if there is the political will to stop the demolition, they could find the right mechanisms for that. He reviewed some of the issues regarding what occurred, especially related to the notice of the hearing not being posted seven days in advance.

Council Member Simpson commented that it is her understanding that no one has applied for a demolition permit for this house, and she would be willing to attend a special meeting if necessary to insure that no demolition occurs prior to the next Council meeting.

V. APPOINTMENTS AND RESIGNATIONS

1. Consideration of the Following Public Art Advisory Board Appointments: Kathy Kahn, Stephanie Chance Bass, and Holly Erickson, with Terms Expiring June 2017; Jocelyn Scudder, with a Term Expiring June of 2016; and Student Appointments of Samantha Bush and Jane Rider Tomlinson, with Terms Expiring June 2016
2. Consideration of the Following Recreation Advisory Board Appointments: Alisha Niswander and Sebe Zeisler, with Terms Expiring June 2018
3. Consideration of the Following Historic Preservation Board Appointments: Hope Melville, David White, Douglas Stephens, and Jack Hodgkins, with Terms Expiring July 2018

**Council Member Simpson moved to approve the appointments shown in
Agenda Items 1, 2, and 3
Council Member Matsumoto seconded
Approved 4-0 Peek excused**

VI. CONSIDERATION OF MINUTES

1. Consideration of the Minutes for June 11, 18, and 25, 2015

**Council Member Beerman moved to approve the minutes of June 11, 18, and 25, 2015.
Council Member Henney seconded.
Approved 4-0 Peek excused**

VII. CONSENT AGENDA

1. Consideration of Authorization of the City Manager to Enter into a Professional Service Provider Agreement in a Form Approved by the City Attorney's Office with GSBS Architects in the Amount of One Hundred Ninety Nine Thousand Two Hundred Thirty-Five Dollars (\$199,235) for Phase 1 Conceptual Design
2. Consideration to Authorize the City Manager to Execute a Construction Agreement in a Form Approved by the City Attorney with MC Constructors for the 2015 Water Service Line Replacement Project in an Amount Not to Exceed \$109,500.
3. Consideration of the Horizontal Geothermal Easement for the Benefit of 2383 Lake View Court

Council Member Beerman moved to approve the consent agenda with the amended contract for Item 1.

Council Member Simpson seconded.
Approved 4-0 Peek excused

VIII. NEW BUSINESS – (Continued)

2. Consideration of a Resolution Authorizing the Submission of an Application for Designation as a Utah Enterprise Zone to the State of Utah Governor's Office of Economic Development

Economic Development Manager Jonathan Weidenhamer presented the staff report and recommended that the Council approve the resolution. He clarified that the zone would be placed on the Main Street and Lower Parkview Development Areas and the Bonanza Park Area, and the commercially zoned area of Prospector.

Council Member Simpson made a motion to approve the resolution authorizing the submission of an application for designation as a Utah Enterprise Zone to the State of Utah Governor's Office of Economic Development.

Council Member Beerman seconded.
Approved 4-0 Peek excused

3. Consideration to Authorize the City Manager to Execute the First Amendment to the Professional Services Agreement in a Form Approved by the City Attorney with CH2M Hill Engineers, Inc., for Judge and Spiro Tunnels Mining-Influenced-Water Treatment Evaluation Phase 1B-1 Engineering Services and for an Increase to the Agreement in an Amount Not to Exceed \$135,000; and Consideration to Authorize the City Manager to Execute the Second Amendment to the QJWTP Modifications – Water Treatment Advisory and Assistance Services Professional Services Agreement in a Form Approved by the City Attorney with Water Quality and Treatment Solutions, Inc., for Judge and Spiro Tunnels Mining-Influenced-Water Treatment Evaluation Phase 1B-1 and for an Increase to the Agreement in an Amount Not to Exceed \$55,000

Water Engineer Roger McClain presented the staff report and recommended that the Council approve the two contracts. He reported that they are still on schedule with Phase I of the project. He explained that they will proceed with the bench testing and will then come back to the Council for approval of the contract and addendum for pilot testing.

Paul Swaim with CH2M Hill reviewed the processes implemented to identify the best treatment options and the benefits of each of the seven options considered. They also looked at comparative costs of each treatment approach independent of the site location. He noted that the same alternatives are best for both drinking water and stream discharge treatment and for the Judge and Spiro tunnels.

Water Quality Program Manager Michelle De Haan explained that, as they get into bench testing and pilot testing, the costs will become more and more refined. She presented photographs of brown water coming from the Spiro mine tunnel which occurs from time to time. She described the bench testing process and explained that they will ship small quantities of

water to QJWTP to determine the effectiveness of the treatment technologies. When they move on to pilot testing, they will need to either lease or procure equipment to do that testing on site.

Council Member Henney moved to approve Item 3 under New Business.
Council Member Simpson seconded.
Approved 4-0 Peek excused

4. Consideration to Authorize the City Manager to Enter into a Professional Service Provider Agreement in a Form Approved by the City Attorney's Office with Prothman in the Amount of Twenty Thousand Five Hundred Dollars (\$20,500) Plus Expenses for a Total Not to Exceed \$30,000

Human Resources Manager Brooke Moss presented the staff report and requested that the City Council approve the proposed agreement. She explained that the position is currently open and will close on August 3.

Council Member Simpson moved to authorize the City Manager to enter into a professional service provide agreement in a form approved by the City Attorney's Office with Prothman in the amount of \$20,500 plus expenses for a total not to exceed \$30,000.
Council Member Matsumoto seconded.
Approved 4-0 Peek excused

5. Consideration of a Historic District Grant for 943 Park Avenue

Ms. Grahn presented the staff report and explained that the grant program has been on hold since 2014 due to some changes in the government accounting rules. A policy was passed in January 2015, but there were questions and concerns about the program and the grant applications, so the grants were put on hold again. She requested that the Council review this grant application prior to the City modifying the grant program again. She explained that primary homeowners can get 50% reimbursable funds for the work that qualifies, a secondary homeowner can get up to 40%, and if it results in a significant upzone they get 10% more. This application is from a primary homeowner and qualifies for 50% reimbursement. She reviewed details of the grant request for this project and discussed reimbursement for a slab foundation compared to a full basement and explained that Staff recommends granting \$39,760 for this project.

Council Member Henney felt that some reimbursement should be provided for the excavation and house lifting, because that would be required regardless of the type of foundation. Council Member Beerman believed the Council would take new information on this, because they need documentation, and it should probably go back to the HPB if additional funding is requested. Mayor Thomas commented that the additional amount of excavation for a full basement is not much more than for a slab, and he believed the additional amount was reasonable. Council Member Simpson agreed with Council Member Henney and commented that she did not believe there should be a reduction just because they would gain living space. She would be willing to award the full amount without discussing it with the HPB but ask the HPB to look at the issue again and come up with a standard for a pro-rated contribution for a full basement. She would rather see someone put in a basement than put a large addition on a house. She believed they should reimburse 50% of the excavation, house lifting, and bracing the house lift.

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Council Member Beerman noted that only \$47,000 is currently in the fund, so they could not approve the full 50%

Council Member Beerman moved to approve the 943 Park Avenue grant request in the amount of \$47,000.

Council Member Matsumoto seconded.
Approved 4-0 Peek excused

6. Consideration of a Historic District Grant 264 Ontario Avenue

Senior Planner Kirsten Whetstone presented the staff report and explained that, when this application was made to the HPB, it was not clear where the funding would come from because of the changes in the accounting rules. The grant went to the HPB again in March, and they wanted grant reimbursement for the basement plus some additional items. When they got into the construction process they found other structural work that needed to be done, including additional work due to a roof fire, and the HPB believed that additional work should be included. It was determined that \$30,000 would be funded through the Main Street RDA, and additional funding would require a budget amendment.

The Council Members discussed the Main Street RDA funding, and Council Member Simpson suggested that they award the \$30,000 now and table the remainder of the request until they get clarity as to whether they can use additional funds. She did not want to re-open the budget for this grant. Council Member Henney agreed with Council Member Simpson. Council Member Matsumoto did not believe there was a precedent for giving a second grant and suggested that they delay this until they get information about additional funding. Ms. Whetstone explained the HPB's recommendation and the additional request based on the additional structural work which resulted in Staff's recommendation of \$67,928.

Council Member Simpson moved to approve a Historic District Grant for 264 Ontario Avenue in the amount of \$67,928 on the condition that the budget allows for more than \$30,000 to be spent without a budget amendment and with a condition that a preservation easement be recorded on the property.

Council Member Henney seconded.
Approved 4-0 Peek excused

7. Consideration of an Ordinance Amending the 940 Empire Avenue Plat Pursuant to Findings of Fact, Conclusions of Law, and Conditions of Approval in a Form Approved by the City Attorney

Planner Christy Alexander presented the staff report for the combination of one and a half existing lots into one lot of record. Staff recommended that the County Council approve the plat amendment.

Mayor Thomas opened the public hearing. There was no public comment. Mayor Thomas closed the public hearing.

Council Member Matsumoto moved to approve the 940 Empire Avenue Plat amendment based on the findings of fact, conclusions of law, and conditions of approval as found in the draft ordinance.

Council Member Beerman seconded.
Approved 4-0 Peek excused

8. Consideration of an Ordinance Amending the 222 Sandridge Avenue Plat Pursuant to Findings of Fact, Conclusions of Law, and Conditions of Approval in a Form Approved by the City Attorney

Ms. Whetstone presented the staff report for this request to remove the interior lot lines of the three lots that exist for this historic structure and create one lot of record so the owner can restore the house. Staff recommended that the Council approve the proposed plat amendment.

Mayor Thomas opened the public hearing. There was no public comment. Mayor Thomas closed the public hearing.

Council Member Beerman moved to approve an ordinance amending the 222 Sandridge Avenue Plat pursuant to the findings of fact, conclusions law, and conditions of approval.

Council Member Henney seconded.
Approved 4-0 Peek excused

9. Consideration of the 52 and 58 Silver Strike Seventh Supplemental Plat for Belles at Empire Pass Condominiums Pursuant to Findings of Fact, Conclusions of Law, and Conditions of Approval in a Form Approved by the City Attorney

Ms. Whetstone presented the staff report and explained that this was part of the Village at Empire Pass Master Planned Development which required a condominium plat. As they complete construction of the condominiums, they need to do a supplemental plat to memorialize the as-built conditions, which allows Staff and the developers to keep track of the unit equivalents. Staff recommended that the Council approve the proposed supplemental plat.

Mayor Thomas opened the public hearing. There was no public comment. Mayor Thomas closed the public hearing.

Council Member Matsumoto moved to approve the 52 and 58 Silver Strike Seventh Supplemental Plat for Belles at Empire Pass Condominiums pursuant to the findings of fact, conclusions of law and conditions of approval in a form approved by the City Attorney.

Council Member Henney seconded.
Approved 4-0 Peek excused

IX. ADJOURNMENT

Council Member Henney moved to adjourn.
Council Member Simpson seconded.
Approved 4-0 Peek excused

CLOSED SESSION MEMORANDUM

The City Council met in a closed session at approximately 2:00 pm. Members in

PARK CITY COUNCIL MEETING MINUTES
SUMMIT COUNTY, UTAH
July 30, 2015
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attendance were Mayor Jack Thomas, Andy Beerman, Dick Peek and Tim Henney. Council member Cindy Matsumoto was excused. Staff members present were; Diane Foster, City Manager; Mark Harrington, City Attorney; Matt Dias, Assistant City Manager; Clint McAfee, Water Manager and Heinrich Dieters, Sustainability. **Council member Simpson moved to close the meeting to discuss Property, Litigation and Personnel. Council member Beerman seconded. Motion Carried.**

The meeting for which these minutes were prepared was noticed by posting at least 24 hours in advance and by delivery to the news media two days prior to the meeting.

Prepared by Karen McLaws.



DATE: September 3, 2015

TO HONORABLE MAYOR AND COUNCIL

Staff recommends Council approve the attached contract and appoint, subject to MCPC § 2-4-6, Michelle Limon to the position of City Recorder from September 7, 2015 through June 30, 2016. In order to compensate Limon at a level currently outside of the existing pay plan, staff is recommending the use of a special employment agreement to appoint Limon for a period ending June 30, 2016, at which time the pay plan may be amended.

Respectfully:

Matt Dias, Asst City Manager

City Council Staff Report



Subject: City Recorder Appointment and Contract Approval
Author: Brooke Moss, HR Manager
Date: September 3, 2015
Type of Item: Administrative

Summary Recommendation:

Staff recommends Council approve the attached contract and appoint, subject to MCPC § 2-4-6, Michelle Limon to the position of City Recorder from September 7, 2015 through June 30, 2016. In order to compensate Limon at a level currently outside of the existing pay plan, staff is recommending the use of a special employment agreement to appoint Limon for a period ending June 30, 2016, at which time the pay plan may be amended.

Topic/Description: Authorization of a special employment agreement and appointment as City Recorder.

Background:

The HR and Executive Departments conducted an external recruitment to fill the recent vacancy in the City Recorder position. The position of City Recorder has been emerging over the last decade within our organization to assume additional responsibilities and professional certifications. This growth has brought the position better in line with other Recorder positions throughout the State of Utah and across the country. Recent City Recorder recruitments in Park City have proved to be somewhat difficult due to the enhanced responsibilities and certifications we require as a municipality, and what our associated pay scale and salary offers to potential applicants.

In short, the sophistication of the City Recorder position has evolved to a point where PCMC needs to consider amending its pay plan.

Analysis:

Pay data from other governmental entities throughout the State was gathered and reviewed. As a result, staff advertised for a special employment agreement position with updated job responsibilities and minimum qualifications at a salary level up to \$68,000, in lieu of filling the full time regular position at its current pay rate (\$56,430.40). Several resumes were received, yet only a handful met our qualifications. Even with the increase in salary and updated job responsibilities, the cost of living in Park City, we assume, still made for a very difficult recruitment process against the equal or better wages of other jurisdictions along the Wasatch Front with a lower cost of living.

Staff believes we have found a qualified and experienced City Recorder that can hit the ground running. Furthermore, we believe that hiring immediately is necessary to ensure PCMC continues to meet its many public notification, archival, and insurance

obligations, as well as to allow for proper and timely preparation for the upcoming 2015 Park City municipal election.

Department Review:

Legal Department, Executive Department

Alternatives:

A. Approve:

Approve the attached contract and appoint, subject to MCPC § 2-4-6, Michelle Limon to the position of City Recorder from September 7, 2015 through June 30, 2016.

B. Deny:

Denial will result in a continued vacancy and leave PCMC shorthanded with the 2015 Park City election only a few months away.

C. Modify:

Council could give direction to modify this proposal.

D. Continue the Item:

Staff could return with additional information or for additional discussion if needed.

E. Do Nothing:

This has the same effect as Alternative B

Significant Impacts:

The City Recorder position is an integral part of the organization's ability to meet its many requirements and obligations as prescribed by State Code, such as preparing all necessary documentation and notification for public meetings and municipal elections, maintaining PCMC official records (resolutions, minutes, summonses, and policies and procedures). A qualified City Recorder will ensure that we continue to meet our legal obligations to the public.

Funding Source:

Executive Department budget. This may require additional funds from the operating accounts, yet somewhat offset due to the vacancy.

Consequences of not taking the recommended action:

A new recruitment will be needed to continue the search for the City Recorder

Recommendation:

Approve the attached contract and appoint, subject to MCPC § 2-4-6, Michelle Limon to the position of City Recorder from September 7, 2015 through June 30, 2016.



**PARK CITY MUNICIPAL CORPORATION
JOB DESCRIPTION**

**City Recorder
Executive Department
Position # 11110
Reports to: City Manager**

Updated: August, 2015 FLSA status: Exempt

JOB SUMMARY

The City Recorder is appointed pursuant to Municipal Code 2-4-6 and under the broad supervision of the City Manager and Assistant City Manager, performs official City Recorder duties as specified by Utah Code and city ordinances, including but not limited to Utah Code Sections 10-3-916, and 10-6-137 to 140, and Municipal Code of Park City Section 2-4-6. Responsibilities include Records and Noticing Management, City Council Meetings and Minutes, Contract Support and Administration, and Municipal Elections. Provides highly responsible and complex administrative support to the Executive Team, including assisting the Mayor and City Council. Serves as the City's Election Official and shares in the responsibilities of promoting quality customer service and positive coordination with other City departments and outside agencies. Assists staff and the general public with questions, concerns and complaints.

EXAMPLES OF TYPICAL JOB DUTIES

Supervises the work of records management; provides technical assistance on duties related to records management; oversees the proper classification, filing, retrieval, storage, destruction and archiving of all City records, deeds and contracts as required by law; keeps a record of the official proceedings of the City as required by law; attests and fixes a seal upon all legal documents of the City.

Responsible for public meeting notice and the proper transcription of the Council minutes and postings to the City and State websites, as well as admin rights and privileges of the meeting management software system.

Performs official notarial acts within the state to include acknowledgments, certifications, oaths and affirmations; administers oaths to City officials.

Assists with the proper execution of all City contracts and agreements to ensure approval by all necessary City departments.

Conducts and supervises all City elections as provided by law; renders all interpretations and makes initial decisions about controversies and other matters relating to the general provisions of the election code.

Develops, plans and implements Executive Department goals and objectives; recommends and administers policies and procedures.

Participates in the development of the department's work plan; assigns work activities when necessary on projects and programs; monitors a workflow; reviews and evaluates work product, methods and procedures.

Coordinates department activities with those of other departments and outside agencies and organizations;

provides staff assistance to the Mayor, City Council, and Assistant City Manager; prepares and presents staff reports and other necessary correspondence.

Prepares and implements the annual approved budget of the Election Division; directs the forecast of funds needed for staffing, equipment, materials, and supplies; monitors and approves expenditures; and also processes POs and reimbursements for the Executive Team.

Participates in relevant boards, commissions and committees; maintains membership in professional groups.

Manages City's general liability and insurance placement program; active member of the City's Emergency Management and Risk Management program.

Helps select department staff; provides or coordinates training.

Other duties as assigned or directed.

KNOWLEDGE, SKILLS, AND ABILITIES

- Current Certified Municipal Clerk or Master Municipal Clerk certification through the International Institute of Municipal Clerks or proven ability to obtain such certification within 3-4 years of hire.
- Membership in the Municipal Clerks Association, the Greater Salt Lake Clerks/Recorders Association, or International Institute of Municipal Clerks.
- In-depth knowledge of current technologies; the procedures, tools, and methods currently used for Municipal Recorders.
- Ability to demonstrate an advanced working knowledge of the current state of Municipal Recorders industry; current best practices to advance the efficiency and effectiveness.
- Bondable.
- Demonstrated knowledge and ability related to the process of public notification including public notices, advertising and communication strategies.
- Ability to identify and research best practices and trends for Municipal Recorders related to long term objectives.
- Experience in project management where the primary responsibility has been to develop a plan for the implementation and successful completion of short and medium term objectives in support of the long term goals.
- Must possess skills related to flexibility and adaptability of processes in order to be a change agent in the implementation and advancement of procedures, methodologies, tools and technologies to streamline processes related to Municipal Recorders.

EDUCATION AND/OR EXPERIENCE

Required:

- Bachelor's degree in Public Administration and/or related field
- 5+ experience in municipal management
- Environmental regulatory and/or sustainable initiatives
- Ability to obtain City National Incident Management System Certification

Preferred:

- Master's degree in Public Administration and/or related field
- Experience in municipal regional collaboration efforts

PHYSICAL DEMANDS

- While performing the duties of this job, the employee is frequently required to sit, talk and hear.
- The employee is occasionally required to use hands to finger, handle or operate objects, controls, or tools.

- The employee must occasionally lift and/or move more than 10 pounds.
- Specific vision abilities required by this job include close vision and distance vision.

WORK ENVIRONMENT

- Work is performed primarily in a climate controlled office setting. May involved extended periods of sitting, typing on a keyboard, and using a telephone among other office equipment including copier, fax, etc.
- Considerable exposure to stressful situations
- May require small amounts of travel to and from meetings, trainings and conferences.
- The noise level in the work environment is usually moderate to low.
- Non-traditional working hours which include evening meetings.

The physical demands and work environments described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Accommodations will be examined on a case-by-case basis.

The above statements are intended to describe the general nature and level of work being performed by persons assigned to this job. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required by personnel so classified.

Approved By: _____ Date: _____
 Supervisor of Position

Approved By: _____ Date: _____
 Human Resource Department

Approved By: _____ Date: _____
 City Manager

*Essential functions of the job

EMPLOYMENT AGREEMENT

Park City Municipal
Michelle Limon

Park City Municipal Corporation (Park City) and Michelle Limon desire to enter into an agreement for the provision of services by Limon to Park City. Because the arrangement between Limon and Park City will be for a specific term, Park City and Limon desire to set forth the specifics of their relationship in the form of this Employment Agreement.

In consideration of the mutual agreements and promises contained herein, Park City and Limon agree as follows:

Position

1. Limon will provide services to Park City in the capacity of City Recorder (see attached job description). The terms of Limon's employment with Park City shall be governed by this Agreement and the Park City Personnel Policies and Procedures Manual. However, this Agreement shall control to the extent that it is inconsistent with the terms of employment set forth in the Personnel Policies and Procedures Manual. Limon's employment will be considered to be covered by a Special Employment Agreement pursuant to Policies and Procedures Section 2.2 g. "Special Employment Agreement".

Scope of Work

2. Limon shall report to and be supervised by the City Manager and/or his/her designee. The City Manager and/or his/her designee shall approve Limon's schedule. Limon's duties shall be assigned by the City Manager and/or his/her designee. See attached job description for further description of required job duties.

Compensation

3. Park City will compensate Limon as an Exempt employee at \$68,000 annually. Limon shall not be eligible for overtime compensation.

Leave

4. See Attachment A.

Benefits

5. See Attachment A.

Outside Employment

6. Requests for permission to accept outside employment, including self-employment, must be submitted in writing to the City Manager and/or his/her designee. The request should include any pertinent information about the outside employer, the nature of the job, the hours of employment and potential conflicts with this Agreement or the Park City Policies and Procedures Manual. Outside employment will not be considered an excuse for poor job performance, absenteeism, tardiness, leaving early, refusal to travel or refusal to work overtime or different hours. The decision whether to approve outside employment will be made at the sole discretion of the City Manager and/or his/her designee.

Term

7. The initial term of this Agreement shall be from September 7, 2015 to June 30, 2016. The Agreement may be amended, renewed or extended by the mutual written agreement of the parties hereto. The employment hereunder is "at-will". This Agreement may be terminated at any time without a hearing by either party upon giving fourteen calendar days' notice of the desire to do so. The Agreement may be terminated without hearing immediately by Park City for a violation of this Agreement or the Park City Policies and Procedures Manual. The finding of a violation shall be made in the sole discretion of Park City Municipal Corporation. No appeal rights to the Employee Transfer and Discharge Appeal Board apply to contract employees, and none are created by this Agreement.

Severability

8. In the event any portion of this Agreement is found by a court of competent jurisdiction to be unenforceable, the remainder of the agreement shall remain in full force and effect.

Merger

9. This agreement constitutes the entire and only agreement between the parties and it cannot be altered except by written instrument, signed by both parties.

DATED this _____ day of _____, 2015.

PARK CITY MUNICIPAL CORPORATION
445 Marsac Ave.
Park City, UT 84060

By: _____
Diane Foster, City Manager

Attest:

City Recorder

Approved as to form:

City Attorney's Office

Michelle Limon
1769 North 810 West
Clinton, UT 84015

STATE OF UTAH)
 :SS
COUNTY OF SUMMIT)

On this _____ day of _____, 2015 Limon personally appeared before me, personally known to me or proved to me on the basis of satisfactory evidence to be the person whose name is signed on the preceding Agreement, and acknowledged to me that he/she signed it voluntarily for its stated purpose.

NOTARY PUBLIC

Attachment A

Benefits, Leave and Retirement Eligibility Michelle Limon

Workers Compensation	YES
Social Security Coverage	YES
Health Insurance	YES – Family
Dental Insurance	YES - Family
ICMA 457 Participation	YES
ICMA Match	YES
Utah State Retirement	YES
Paid Leave Bank	Yes – 72 hours, must be pre-approved by supervisor. THERE WILL BE NO LEAVE BANK PAY OUT UPON TERMINATION OF CONTRACT
Wellness	YES
Housing Differential	YES
Holiday Pay	YES
Lump Merit Eligibility*	YES
125 Flexible Spending	YES

*Subject to annual budget process – lump merit is not guaranteed.



DATE: September 3, 2015

TO HONORABLE MAYOR AND COUNCIL

Consideration of a Public Donation, in the Form of a Memorial Bench, to be Placed on the PRI Round Valley Open Space Parcel, Located Near Highway 40, and the Pedestrian and Wildlife Underpass.

Respectfully:

Heinrich Deters, Trails and Open Space Program Manager

City Council Staff Report



Author: Heinrich Deters, Trails and Open Space
Program Manager
Subject: Round Valley Memorial Bench Donation- Keith McCauley
Date: September 3, 2015
Type of Item: Administrative

Recommendation: City Council should review and approve the attached Donation Application for placing a bench on the PRI Round Valley Open Space parcel. (Attachment I)

Executive Summary: Council should consider a public donation, in the form of a memorial bench, to be placed on the PRI Round Valley Open Space parcel, located near highway 40 and the pedestrian and wildlife underpass.

Background

In June 2011, Council adopted a City donation policy for community service and private donations on City property. (Exhibit A)

In May 2015, Keith McCauley, submitted a donation application for a memorial bench on the City's PRI Round Valley open space parcel.

Analysis

The City's donation policy requires City Council notification and approval for projects located on certain city properties. In this case, the PRI Round Valley Parcel is noted as a 'Tier III' location and must be approved in a regular session meeting. The parcel does not have a preservation easement.

The applicant provided details associated with the project, including, size, scope (location submitted is adjacent to the Wildlife underpass in the far northern aspect of Round Valley). Staff finds the bench is consistent with the policy and provides a benefit to the public utilizing the open space and trail. Staff does not see any negative aspects to the project. The value of the donation is under \$5000 and consistent with the notification of an asset to the Finance Department.

Council has to date approved five stone benches, four of which were part of the Osguthorpe fundraising efforts, three Boy Scout benches, and prior to the donation policy adoption. (Exhibit B)

Alternatives:

- A. **Approve: Council may approve the attached donation application for a bench on the PRI Round Valley Open Space.**
- B. Modify the request: Council could choose to modify the donations request as provided. as presented in the Resolution.
- C. Deny the request: Council could not approve the request at this time.

- D. Continue the Item: Council may feel there is not enough information to make a decision, and have staff return with more information.
- E. Do Nothing: Same effect as continuance.

Significant Impacts

Staff does not find any significant impacts associated with this request.

	World Class Multi-Seasonal Resort Destination (Economic Impact)	Preserving & Enhancing the Natural Environment (Environmental Impact)	An Inclusive Community of Diverse Economic & Cultural Opportunities (Social Equity Impact)	Responsive, Cutting-Edge & Effective Government
Which Desired Outcomes might the Recommended Action Impact?	<ul style="list-style-type: none"> + Accessible and world-class recreational facilities, parks and programs + Safe community that is walkable and bike-able 			+ Well-maintained assets and infrastructure
Assessment of Overall Impact on Council Priority (Quality of Life Impact)	Very Positive 	(Select from List)	(Select from List)	Positive 
Comments:				

Departmental Review

This report has been reviewed by the Legal Department and City Manager.

Staff Recommendations:

City Council should review and approve the attached Donation Application for placing a bench on the PRI Round Valley Open Space parcel.

Attachment- Keith McCauley PRI Round Valley Donation Application

PCMC Donation Written Proposal



Date: 5/14/2015

Applicant: KEITH McCAULEY

Address: 6285 Mountain View DR.

Phone: 435-659-9911

Email: kkccauley@msn.com

Scope of donation(s) (Why and what are you submitting for this request?)

Aleatoril bench for long time Park City resident Chuck Wagner who passed away last fall. Chuck was President of N.A.S.F., ski racer, biker and passed away at proposed location.

Location (Where are you proposing to donate the item(s)? maps, photos are encouraged. Please be specific)

Silver Quin Trail just west of the intersection of the Wild Life Underpass.

Type of Donation (Please provide size, shape, materials, quantity of donation.)

Park City Sand Stone park bench 54" wide X 18" deep X 18" off the ground. Engraved either on the bench or a plate below that says: IN LOVING MEMORY OF CHUCK WAGNER AND DATES

Approximate Cost of Donation

\$1500
The bench will be built by George Auster

This agreement shall be in effect for the life of the donated item in accordance with generally applicable standards administered by the Finance Department

Keith McCauley Bench Request



Exhibit A- Donation Policy

PARK CITY DONATION POLICY

I. Purpose

To establish a policy for non-artistic donations proposed in public parks, facilities, open space and trails on City property or on public easements.

II. Authorization

The City Council shall retain final authority for accepting donations and/or authorizing any use of City owned property.

III. Objectives

- Ensure uniformity and a timeline for requests
- Facilitate and encourage contributions to the City
- Protect the integrity of City property
- Provide opportunities for residents to augment the provision of City services and create a vested connection to place and community
- Provide customer service consistent with open and responsive government

IV. Qualifying Donations

- Community project enhancements and/or services, such as eagle scout and youth program projects
- Memorial items, such as benches or trees
- Artistic donations **will not be considered**. PCMC has a specific donation policy for art, which is reviewed by the Art Board.
- Third party consideration prohibited. Unless specifically approved by the City Council, third parties, including non-profit organizations, may not market or include donations to the City as part of a donation or additional consideration to that party or organization. The City Council may only approve such arrangements where the consideration is used to offset costs or enhance existing services or donations directly provided by that organization to the City (such as Adopt a Trail programs).

V. PCMC 'Donation List'

PCMC has created a list of items that may represent a benefit to the community but are not currently funded within the budget. It is recommended that all proposals review this list of approved items. Donations identified on this list have a very high probability of being approved.

VI. Process

The purpose of this policy is to establish a uniform process for donations in public parks, facilities, open space and trails on City property or public easements.

The following guidelines will be used when donating items:

A. Written Proposal and Letter of Intent

A written proposal (Exhibit B) must be submitted to the Executive Office at Park City Municipal Corporation for review. The proposal submitted should include: an explanation or scope of the proposed donation; specifications, including type, dimensions, material and proposed location; estimated value of the donation; and any other pertinent information. Additionally, a draft Letter of Intent (Exhibit C), detailing the general criteria and obligations for a donation needs to accompany the proposal.

B. General Criteria

In general, the following criteria will be considered: Any existing agreements, regulations or deeds, proposal, scope, easements, utilities, existing structures, quality and/or quantity of an object(s), size, future or ongoing maintenance, public safety, estimated value, relationship to the natural environment, users of the proposed site, future development plans, landscape design, existing infrastructure, environmental concerns, visibility and accessibility and if the item is identified on the PCMC "donations list."

All applications may be reviewed by such city agencies as Engineering, Finance, Parks, Public Works, Sustainability, Water, Recreation or Planning before making a recommendation. Should the donation be proposed for a historic building, site or district, PCMC will consult with the Planning staff and the appropriate Historic Commission. Finally, donations made on property with a conservation easement or deed restriction shall require approval from the easement holder if required per the applicable easement or deed.

The City Council shall retain final authority for all use of City owned property.

C. Timeline and Review Process

Once an application is considered complete, (verified in writing) staff will process and respond to each application within 60 days of submittal. One of the following responses will be provided:

1. Application acceptance and prepare for Council approval.
2. Application denial due to the applicant not meeting the terms of agreement of general criteria.
3. Application modification request which may include a general modification to the scope of the project

4. No timeframe shall be set for Council approval.

Location and Process

Donations will be processed appropriately within a tier system dependent on the proposals location.

Tier 1: Donations which are included in the PCMC Donations List (Exhibit G) and proposed location is within City Parks, Urban green spaces and along trail corridors (Exhibit F), may be approved administratively by a review committee consisting of Parks, Public Works, Executive and Sustainability Department staffers. The City Manager will notify City Council of any such approval, by means of a Manager's Report.

Tier 2: Donations which are NOT included in the PCMC Donations List and proposed location is within City Parks, Urban green spaces and along trail corridors shall be reviewed by City Council in a regularly scheduled work session meeting.

Tier 3: Donations proposed on City Owned Open Space, identified in (Exhibit E), must be compliant with the locations management plan, conservation easements, if any, and shall require City Council approval in a regularly scheduled meeting.

D. Implementation

The following guidelines are provided for the installation, construction or placement of any donation:

- 1. Project and Process**

This donation agreement shall be appurtenant to the following location and project: _____

- 2. Funding**

All costs including initial installation, labor and materials are the responsibility of the donor. All donations with an estimated value over \$5000 need to be reported to the Finance Department.

- 3. Installation**

Park City Parks Department will oversee and provide for the installation of all donations. Donations requiring installation services outside of the Parks Department's regular duties may require an outside contractor at the applicant's expense. Furthermore, the Parks Department shall approve final locations and the installation timeline for all donations.

- 4. Location**

PCMC reserves the right to amend and/or reject any location provided by the applicant, based on any existing agreements, regulations or deeds, scope, proposal, easements, utilities, existing structures, quality and/or quantity of an object(s), size, maintenance, public safety, relationship to the natural

environment, users of the proposed site, future development plans, landscape design, existing infrastructure, proximity to other donations, environmental concerns, visibility and accessibility and if the item is identified on the PCMC "Donations List." Unless specifically agreed to in writing, the City may, at any future date, elect in its sole discretion to remove or relocate the donation. No permanent right, title, or interest of any kind shall vest in the Donor's behalf by virtue of this agreement.

5. Vandalism & Maintenance

All normal maintenance costs are at the City's expense, however, no special maintenance and/or replacement will be undertaken. Special maintenance shall be defined as exceeding normal maintenance as determined and provided by the Parks Department. Payment will be made by check payable to Park City Municipal Parks Department. The Parks Department will replace a tree within one year of the planting of the tree but will not be responsible after two years. The City reserves the right to relocate any donation.

6. Plaques

No upright, free standing signs or plaque donations are allowed without City Council approval. The City will allow at specified sites an engraved (12"x 8") 96 square inch or smaller engraved flat stone that can be placed at the foot of a donation. Other items may have a plaque placed or engraved. These Plaques/engravings will be (4"x 4") sixteen square inches in size. Other details such as materials and wording must be approved by the City as part of the written proposal.

7. Materials

All donated benches and species of trees must be approved by the Parks Department. Materials or items not specified within this document will be reviewed and approved by the City Engineer. Trees may only be planted between May 15th to October 1st; weather permitting approved and coordinated with the Parks Department.

8. Liability

In no event shall the City be liable for value or tax assertions/claims by the Donor. The Donor(s) agree(s) to hold the City harmless and indemnify the City for any and all claims which might arise from any person, entity or corporation, resulting from the Donor's use of the City property or right-of-way for installation purposes, or arising from the Donor's performance or improvement/item donated pursuant to this policy.

9. Other

This agreement shall be in effect for the life of the donated item in accordance with generally applicable standards administered by the Finance Department.

Exhibit B- Donation Matrix

<i>Donation Matrix</i>	<i>policy adopted June 2011</i>		
Name/Number	Location	Date	Notes
Sam Sumsion (3)	McPolin Nature Trail	July 2014	CC approved in meeting
SLC Osguthorpe Program (4 benches warren, phillips, altschular, backcountry) (PC Hill Rock)	Round Valley		Approved as part of osguthorpe fund raising efforts
Kevin King (1)	Round Valley	10-Sep	reason for policy
Jay Burke (1)	Stoneridge		CC approved in meeting
Lacy Compton (1)			pending
Keith McCauley (1)			pending
Ben Sumsion (3)	Round Valley	Sep-09	prior to policy adoption
Virgina Smith (1)	McLeod Creek	Oct-11	CC approved in meeting
Ginny Valor (signs)	McPolin Nature Trail	Oct-11	CC approved in meeting
Carson Cheney (1 table)	Round Valley	Aug-12	CC approved in meeting



DATE: September 3, 2015

TO HONORABLE MAYOR AND COUNCIL

Consideration of a Public Donation, in the Form of a Memorial Bench, Place on the McMillian Round Valley Open Space Parcel, Located Near the Round Valley Way Trailhead.

Respectfully:

Heinrich Deters, Trails and Open Space Program Manager

City Council Staff Report



Author: Heinrich Deters, Trails and Open Space
Program Manager
Subject: Round Valley Memorial Bench Donation- Lacey Compton
Date: September 3, 2015
Type of Item: Administrative

Recommendation: City Council should review and approve the attached Donation Application for placing a bench on the McMillian Round Valley Open Space parcel. (Attachment I)

Executive Summary: Council should consider a public donation, in the form of a memorial bench, to be placed on the McMillian Round Valley Open Space parcel, located near the Round Valley Way Trailhead.

Background

In June 2011, Council adopted a City donation policy for community service and private donations on City property. (Exhibit A)

In May 2015, Lacey Compton, submitted a donation application for a memorial bench on the City's McMillian Round Valley open space parcel.

Analysis

The City's donation policy requires City Council notification and approval for projects located on certain city properties. In this case, the McMillian Round Valley Parcel is noted as a 'Tier III' location and must be approved in a regular session meeting.

Summit Land Conservancy holds a conservation easement on the parcel and has been notified of the bench as a permitted use.

The applicant provided details associated with the project, including, size, scope (location submitted is adjacent to the Round Valley Way Trailhead). Staff finds the bench is consistent with the policy and provides a benefit to the public utilizing the open space and trail. Staff does not see any negative aspects to the project. The value of the donation is under \$5000 and consistent with the notification of an asset to the Finance Department.

Council has to date approved five stone benches, four of which were part of the Osguthorpe fundraising efforts, three Boy Scout benches, and prior to the donation policy adoption. (Exhibit B)

Alternatives:

- A. **Approve: Council may approve the attached donation application for a bench on the McMillian Round Valley Open Space.**
- B. Modify the request: Council could choose to modify the donations request as provided. as presented in the Resolution.

- C. Deny the request: Council could not approve the request at this time.
- D. Continue the Item: Council may feel there is not enough information to make a decision, and have staff return with more information.
- E. Do Nothing: Same effect as continuance.

Significant Impacts

Staff does not find any significant impacts associated with this request.

	World Class Multi-Seasonal Resort Destination (Economic Impact)	Preserving & Enhancing the Natural Environment (Environmental Impact)	An Inclusive Community of Diverse Economic & Cultural Opportunities (Social Equity Impact)	Responsive, Cutting-Edge & Effective Government
Which Desired Outcomes might the Recommended Action Impact?	+ Accessible and world-class recreational facilities, parks and programs + Safe community that is walkable and bike-able			+ Well-maintained assets and infrastructure
Assessment of Overall Impact on Council Priority (<i>Quality of Life Impact</i>)	Very Positive 	(Select from List)	(Select from List)	Positive 
Comments:				

Departmental Review

This report has been reviewed by the Legal Department and City Manager.

Staff Recommendations:

City Council should review and approve the attached Donation Application for placing a bench on the McMillian Round Valley Open Space parcel.

Attachment- Lacey Compton McMillian Round Valley Donation Application

PCMC Donation Written Proposal



IRENE CHO
310-710-4421
cho_on_this@
hotmail.com

Date: 5/22/15

Applicant: Lacey Compton

Address: 2727 Wintah Ct, Park City, UT 84060

Phone: 843.540.6090

Email: laceycomptonjr@gmail.com

Scope of donation(s) (Why and what are you submitting for this request?)

This will be a memorial bench for a local resident, Suzi Compton. Suzi passed away in February, unexpectedly, leaving behind not only family but many friends in Park City who loved her dearly. Suzi and her dog, Tegan, walked the Round Valley trails daily.

Location (Where are you proposing to donate the item(s)? maps, photos are encouraged. Please be specific)

epic) If possible, we would like to have the bench approx. 100 yards east of the parking lot and kiosk on Fastpitch. We chose this site because the bench can be seen from her home and her dog still walks past that location on a daily basis.

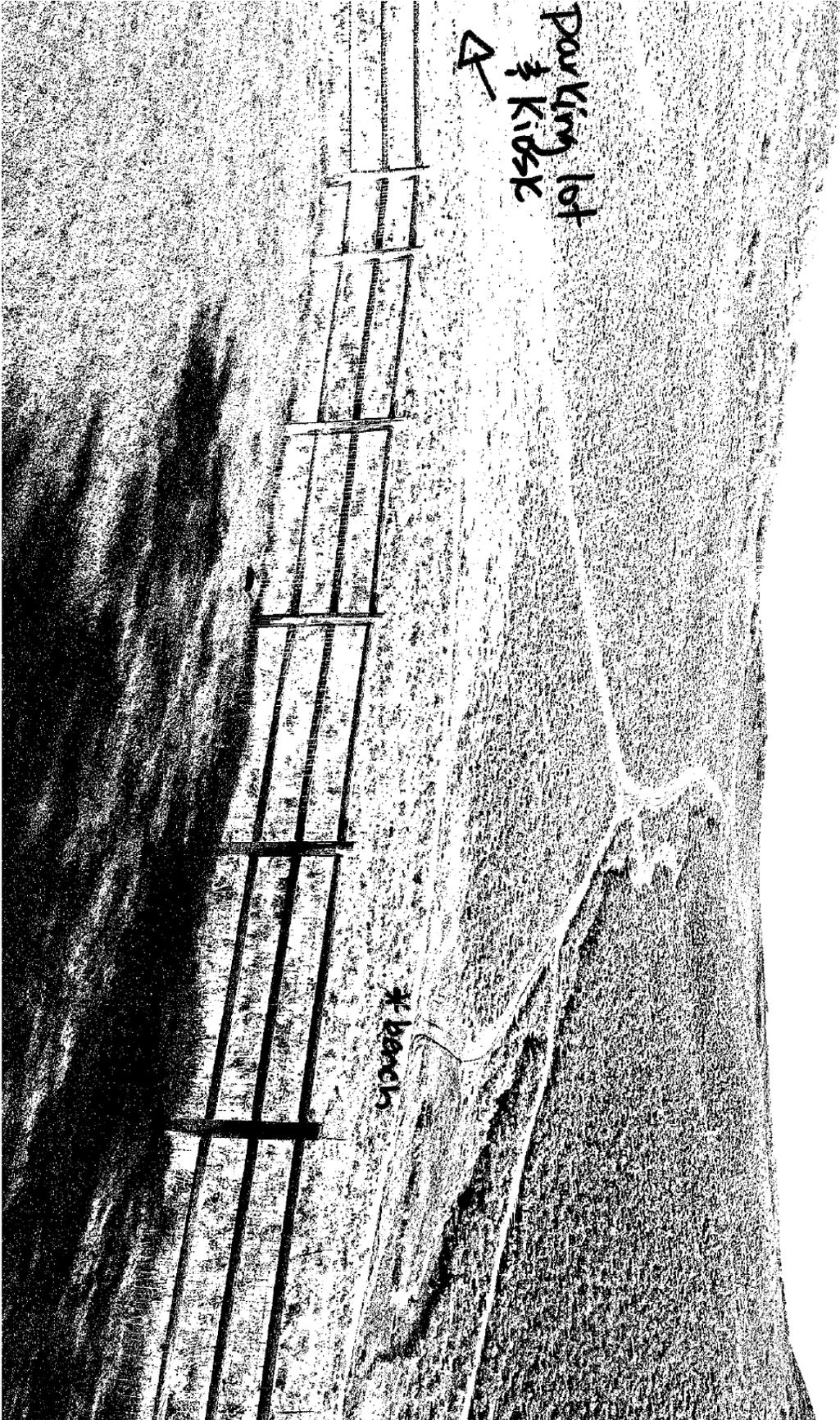
Type of Donation (Please provide size, shape, materials, quantity of donation.)

Stone bench, Standard
(see picture)

Approximate Cost of Donation

\$2,500.00 - paid by family members

This agreement shall be in effect for the life of the donated item in accordance with generally applicable standards administered by the Finance Department



parking lot
kiosk

x benches

Suzi Compton
memorial bench

Lacey Compton Bench Location



Exhibit A- Donation Policy

PARK CITY DONATION POLICY

I. Purpose

To establish a policy for non-artistic donations proposed in public parks, facilities, open space and trails on City property or on public easements.

II. Authorization

The City Council shall retain final authority for accepting donations and/or authorizing any use of City owned property.

III. Objectives

- Ensure uniformity and a timeline for requests
- Facilitate and encourage contributions to the City
- Protect the integrity of City property
- Provide opportunities for residents to augment the provision of City services and create a vested connection to place and community
- Provide customer service consistent with open and responsive government

IV. Qualifying Donations

- Community project enhancements and/or services, such as eagle scout and youth program projects
- Memorial items, such as benches or trees
- Artistic donations **will not be considered**. PCMC has a specific donation policy for art, which is reviewed by the Art Board.
- Third party consideration prohibited. Unless specifically approved by the City Council, third parties, including non-profit organizations, may not market or include donations to the City as part of a donation or additional consideration to that party or organization. The City Council may only approve such arrangements where the consideration is used to offset costs or enhance existing services or donations directly provided by that organization to the City (such as Adopt a Trail programs).

V. PCMC 'Donation List'

PCMC has created a list of items that may represent a benefit to the community but are not currently funded within the budget. It is recommended that all proposals review this list of approved items. Donations identified on this list have a very high probability of being approved.

VI. Process

The purpose of this policy is to establish a uniform process for donations in public parks, facilities, open space and trails on City property or public easements.

The following guidelines will be used when donating items:

A. Written Proposal and Letter of Intent

A written proposal (Exhibit B) must be submitted to the Executive Office at Park City Municipal Corporation for review. The proposal submitted should include: an explanation or scope of the proposed donation; specifications, including type, dimensions, material and proposed location; estimated value of the donation; and any other pertinent information. Additionally, a draft Letter of Intent (Exhibit C), detailing the general criteria and obligations for a donation needs to accompany the proposal.

B. General Criteria

In general, the following criteria will be considered: Any existing agreements, regulations or deeds, proposal, scope, easements, utilities, existing structures, quality and/or quantity of an object(s), size, future or ongoing maintenance, public safety, estimated value, relationship to the natural environment, users of the proposed site, future development plans, landscape design, existing infrastructure, environmental concerns, visibility and accessibility and if the item is identified on the PCMC "donations list."

All applications may be reviewed by such city agencies as Engineering, Finance, Parks, Public Works, Sustainability, Water, Recreation or Planning before making a recommendation. Should the donation be proposed for a historic building, site or district, PCMC will consult with the Planning staff and the appropriate Historic Commission. Finally, donations made on property with a conservation easement or deed restriction shall require approval from the easement holder if required per the applicable easement or deed.

The City Council shall retain final authority for all use of City owned property.

C. Timeline and Review Process

Once an application is considered complete, (verified in writing) staff will process and respond to each application within 60 days of submittal. One of the following responses will be provided:

1. Application acceptance and prepare for Council approval.
2. Application denial due to the applicant not meeting the terms of agreement of general criteria.
3. Application modification request which may include a general modification to the scope of the project

4. No timeframe shall be set for Council approval.

Location and Process

Donations will be processed appropriately within a tier system dependent on the proposals location.

Tier 1: Donations which are included in the PCMC Donations List (Exhibit G) and proposed location is within City Parks, Urban green spaces and along trail corridors (Exhibit F), may be approved administratively by a review committee consisting of Parks, Public Works, Executive and Sustainability Department staffers. The City Manager will notify City Council of any such approval, by means of a Manager's Report.

Tier 2: Donations which are NOT included in the PCMC Donations List and proposed location is within City Parks, Urban green spaces and along trail corridors shall be reviewed by City Council in a regularly scheduled work session meeting.

Tier 3: Donations proposed on City Owned Open Space, identified in (Exhibit E), must be compliant with the locations management plan, conservation easements, if any, and shall require City Council approval in a regularly scheduled meeting.

D. Implementation

The following guidelines are provided for the installation, construction or placement of any donation:

- 1. Project and Process**

This donation agreement shall be appurtenant to the following location and project: _____

- 2. Funding**

All costs including initial installation, labor and materials are the responsibility of the donor. All donations with an estimated value over \$5000 need to be reported to the Finance Department.

- 3. Installation**

Park City Parks Department will oversee and provide for the installation of all donations. Donations requiring installation services outside of the Parks Department's regular duties may require an outside contractor at the applicant's expense. Furthermore, the Parks Department shall approve final locations and the installation timeline for all donations.

- 4. Location**

PCMC reserves the right to amend and/or reject any location provided by the applicant, based on any existing agreements, regulations or deeds, scope, proposal, easements, utilities, existing structures, quality and/or quantity of an object(s), size, maintenance, public safety, relationship to the natural

environment, users of the proposed site, future development plans, landscape design, existing infrastructure, proximity to other donations, environmental concerns, visibility and accessibility and if the item is identified on the PCMC "Donations List." Unless specifically agreed to in writing, the City may, at any future date, elect in its sole discretion to remove or relocate the donation. No permanent right, title, or interest of any kind shall vest in the Donor's behalf by virtue of this agreement.

5. Vandalism & Maintenance

All normal maintenance costs are at the City's expense, however, no special maintenance and/or replacement will be undertaken. Special maintenance shall be defined as exceeding normal maintenance as determined and provided by the Parks Department. Payment will be made by check payable to Park City Municipal Parks Department. The Parks Department will replace a tree within one year of the planting of the tree but will not be responsible after two years. The City reserves the right to relocate any donation.

6. Plaques

No upright, free standing signs or plaque donations are allowed without City Council approval. The City will allow at specified sites an engraved (12"x 8") 96 square inch or smaller engraved flat stone that can be placed at the foot of a donation. Other items may have a plaque placed or engraved. These Plaques/engravings will be (4"x 4") sixteen square inches in size. Other details such as materials and wording must be approved by the City as part of the written proposal.

7. Materials

All donated benches and species of trees must be approved by the Parks Department. Materials or items not specified within this document will be reviewed and approved by the City Engineer. Trees may only be planted between May 15th to October 1st; weather permitting approved and coordinated with the Parks Department.

8. Liability

In no event shall the City be liable for value or tax assertions/claims by the Donor. The Donor(s) agree(s) to hold the City harmless and indemnify the City for any and all claims which might arise from any person, entity or corporation, resulting from the Donor's use of the City property or right-of-way for installation purposes, or arising from the Donor's performance or improvement/item donated pursuant to this policy.

9. Other

This agreement shall be in effect for the life of the donated item in accordance with generally applicable standards administered by the Finance Department.

Exhibit B- Donation Matrix

<i>Donation Matrix</i>	<i>policy adopted June 2011</i>		
Name/Number	Location	Date	Notes
Sam Sumsion (3)	McPolin Nature Trail	July 2014	CC approved in meeting
SLC Osguthorpe Program (4 benches warren, phillips, altschular, backcountry) (PC Hill Rock)	Round Valley		Approved as part of osguthorpe fund raising efforts
Kevin King (1)	Round Valley	10-Sep	reason for policy
Jay Burke (1)	Stoneridge		CC approved in meeting
Lacy Compton (1)			pending
Keith McCauley (1)			pending
Ben Sumsion (3)	Round Valley	Sep-09	prior to policy adoption
Virgina Smith (1)	McLeod Creek	Oct-11	CC approved in meeting
Ginny Valor (signs)	McPolin Nature Trail	Oct-11	CC approved in meeting
Carson Cheney (1 table)	Round Valley	Aug-12	CC approved in meeting



DATE: September 3, 2015

TO HONORABLE MAYOR AND COUNCIL

The property owner proposes to record a Condominium Record of Survey (Exhibit A) for a three (3) unit residential building to replace in its entirety the four (4) unit Hunter Villas Condominium record of survey plat (recorded in 1983) to reflect the recent internal and external remodel of the existing building. The property owner requests to record the proposed Record of Survey in order to sell units individually.

On July 22, 2015, the Planning Commission conducted a public hearing and voted unanimously to forward a positive recommendation to City Council. There was no public input.

Respectfully:

Kirsten Whetstone, Senior Planner



PLANNING DEPARTMENT

City Council Staff Report

Subject: Mountain Spirits Condominiums
Author: Kirsten Whetstone, MS, AICP- Senior Planner
Project Number: PL-15-02740
Date: September 3, 2015
Type of Item: Administrative – Condominium Record of Survey Plat

Summary Recommendations

Staff recommends the City Council hold a public hearing and consider approving the Mountain Spirits Condominiums Record of Survey plat located at 533-537 Woodside Avenue based on the Findings of Fact, Conclusions of Law, and Conditions of Approval as found in the attached ordinance.

Description

Applicant: Mulecor Investments, LLC
Represented by Marshall King, Alliance Engineering
Location: 533-537 Woodside Avenue
Zoning: Historic Residential 1 (HR-1)
Adjacent Land Uses: Historic and non-historic single family and duplex residences, Sweeney MPD Fifth Street large lot houses and open space, Washington School House Inn.
Reason for Review: Condominium Record of Surveys require Planning Commission review and City Council review and action

Acronyms

Acronyms used in this report:
CUP- Conditional Use Permit
HDDR- Historic District Design Review
HR-1- Historic Residential Zoning District
LMC- Land Management Code
USGS- United States Geological Society

Executive Summary/Proposal

The property owner proposes to record a Condominium Record of Survey (Exhibit A) for a three (3) unit residential building to replace in its entirety the four (4) unit Hunter Villas Condominium record of survey plat (recorded in 1983) to reflect the recent internal and external remodel of the existing building. The property owner requests to record the proposed Record of Survey in order to sell units individually. On July 22, 2015, the Planning Commission conducted a public hearing and voted unanimously to forward a positive recommendation to City Council. There was no public input.

Background

On April 14, 2015, the City received a completed application for the Mountain Spirits Condominiums. The application was considered complete on June 12, 2015. The

property is located at 533-537 Woodside Avenue in the Historic Residential 1 (HR-1) Zoning District. The subject property consists of Lots 8, 9, and 10, Block 28 of the Park City Survey. An existing, non-historic multi-family building is located on the property that is currently undergoing a significant remodel. (See Exhibit B for the existing conditions survey, Exhibit D for the vicinity map, Exhibit E for the recorders plat of this property, and Exhibit G for photographs of the previous building and current remodel).

In 1983, the Hunter Villas Condominium plat (Exhibit C), which is a four unit multi-family building, was recorded at Summit County. The applicants are completing a remodel of the existing building and desire to replace the four unit Hunter Villas record of survey plat with the proposed three Unit Mountain Spirits record of survey plat. The owner of the original building, according to the Certificate of Occupancy, was listed as Mountain Spirits.

On June 28, 1979, a Conditional Use Permit (CUP) application was submitted for the four- unit building. The City found the proposed building complied with the Land Management Code (LMC) in effect at that time (June 1978). It was determined that the building met the height, setbacks, minimum lot size and minimum lot width, building coverage, and parking in effect at the time. Construction of the building started in 1980 with a building permit (#213-80) approved by Park City Building Department on October 29, 1980. Upon completion of construction a Certificate of Occupancy was issued by the Park City Building Department on October 2nd, 1986. According to documents on file at the Planning and Building Departments, the building complied with the LMC at the time of the CUP and the Building Permit applications. (See Exhibit F for historic documents).

On September 20, 2011, an application for a Historic District Design Review for a remodel of the building was submitted to the Planning Department. The Historic District Design Review was approved on September 4, 2012 (Exhibit H) and included removing the steep pitched roof/chimney elements, replacing the fifth floor with an open roof top garden and deck, replacing all exterior siding, re-designed fenestration and glazing, providing a new garage door, re-landscaping of the front and rear yard areas, removing the asphalt parking in the front yard and City ROW area, adding an elevator, modifying the interior unit spaces, and modifying the unit entrances and circulation areas. The building footprint was decreased slightly due to removing large bay window features. Building setbacks were not changed (the entire garage level remained as originally constructed).

Due to surveying methods there is a discrepancy between the new existing conditions survey and the recorded Hunter Villas plat in terms of foundation dimensions and setbacks. The proposed record of survey plat is based on a current survey of existing conditions and is not based on the Hunter Villas record of survey plat.

The building was reduced from four units to three and parking within the garage was reduced from eight spaces to six. A building permit for the remodel was issued on March 5, 2013. Construction is underway and the building permit is current.

On July 22, 2015, the Planning Commission conducted a public hearing and voted unanimously to forward a positive recommendation to City Council. There was no public input.

District Purpose

The purpose of the Historic Residential-1 District is to:

- A. Preserve present land Uses and character of the Historic residential Areas of Park City,
- B. encourage the preservation of Historic Structures,
- C. encourage construction of Historically Compatible Structures that contribute to the character and scale of the Historic District and maintain existing residential neighborhoods,
- D. encourage single family Development on combinations of 25' x 75' Historic Lots,
- E. define Development parameters that are consistent with the General Plan policies for the Historic core, and
- F. establish Development review criteria for new Development on Steep Slopes which mitigate impacts to mass and scale and the environment.

Analysis

A condominium is not a type of use but a form of ownership. The following requirements apply to development in the Historic Residential (HR-1) Zoning District:

Regulation- Current LMC	Existing
<p>Use: Multi-Unit Dwelling (3 residential dwelling units).</p> <p>Unit A – 1,763.9 sf Unit B – 1,691.2 sf Unit C – 4,320.9 sf Total – 7,776.0 sf</p>	<p>Non-conforming use. Building Permit issued under the June 1978 LMC that allowed three and four unit buildings as a Conditional Use. Conditional Use Permit (CUP) (June 28, 1979) approved and four-plex constructed in 1981 (permit #213-80). Certificate of Occupancy for four-plex was approved on October 2, 1986. Current zone does not allow three or four unit buildings. <u>Legal non-conforming use per Conditional Use Permit, Building Permit, and Certificate of Occupancy</u></p>
<p>Minimum lot area: 5,625 square feet (three “Old Town” lots) required for four-plex at time of construction. Current code requires minimum lot area of 1,875 sf for single family house and 3,750 sf for duplex. No minimum lot area specified as four-plex not</p>	<p>Existing lot area is 5,625 square feet (3 “old Town” lots for 3 units). <u>Existing legal non-complying per Building Permit and</u></p>

allowed in the HR-1 zone under current LMC.	<u>Certificate of Occupancy.</u>
Minimum lot width: 25 feet	75 feet, <u>complies.</u>
Front, Rear, and Side Yards: 10' front and 10' rear. 5' minimum side and 18' total side.	14.43' to 15.01' front setbacks 14.74' to 15.33' rear setbacks <u>complies.</u> 3.92' to 4.72' s, side setbacks 4.77' to 5.58' n, side setbacks Total side is 8.69' (minimum) <u>Existing legal non-complying per Building Permit and Certificate of Occupancy.</u>
Maximum Building Footprint: 2,050 sf (based on lot area)	Existing building footprint is 2,999.5 square feet. Building constructed in 1981 in compliance with LMC at that time- no maximum building footprint required. Previous building footprint was 3,070.55. <u>Existing legal non-complying per Building Permit and Certificate of Occupancy.</u>
Minimum parking requirements for Apartment/Condominium 2,000 sf floor area or greater: 2 per dwelling unit. Minimum parking requirements for Apartment/Condominium between 1,000 sf and 2,000 sf floor area or greater: 1.5 per dwelling unit.	Unit A- 1,763 sf- 1.5 spaces Unit B- 1,691 sf- 1.5 spaces Unit C- 4,320 sf- 2.0 spaces Five spaces are required and six spaces are provided for the three dwelling units. <u>complies.</u>

Review of Existing Non-compliance

According to the June 28, 1979, CUP application and building permit #213-80 issued on October 29, 1980, the building complied with the Land Management Code in effect at that time (June 1978) for height, setbacks, minimum lot size and minimum lot width, and parking. There was no maximum building footprint at that time (Exhibit F). In the June 1978 LMC, four-plex buildings required a CUP and required a minimum lot area of 5,625 square feet. The existing building does not comply with the current LMC in terms of side setbacks, building height, building footprint, and lot area requirements of the HR-1 Zoning District. The current LMC does not permit tri-plex or four-plex buildings in the HR-1 Zoning District.

Setbacks

According to the existing conditions survey submitted with this application (Exhibit B), the actual front setback of the existing foundation is 15.33' at the northeast corner and 14.74' at the southeast corner. The current LMC requires a front setback of ten feet (10') based on the lot depth of seventy-five feet (75').

According to the existing conditions survey the actual rear setback for the existing foundation is 14.43' at the northwest corner and 15.01' at the southwest corner. The current LMC requires a rear setback of ten feet (10') based on the lot depth of seventy-five feet (75').

According to the existing conditions survey, the actual side setbacks of the existing foundation range from 3.92' to 4.72' along the south property line and 4.77' to 5.58' along the north property line. The total side setback measures 8.69'. The current LMC requires side setbacks of 5' minimum (18' total) based on the combined lot width of 75'.

Building Height

The building was approved with a 28' building height to the midpoint of the gable roof in compliance with the LMC at the time of construction. Prior to the remodel and modification of the roof the highest ridgeline was noted on the recorded plat at USGS elevation of 7142.5. The current highest roofline, as depicted on the proposed plat is at USGS elevation of 7132.4. The overall height of the building was reduced by ten feet.

The remodel did not increase the degree of non-compliance with the LMC in effect at the time of construction in terms of building height. The building permit was issued prior to the latest LMC amendments to Section 15-2.2-5 regarding required horizontal stepping and maximum overall building height as well as a building height of 27' from existing natural grade to ridgeline. The building is non-complying with regards to the current LMC Section 15- 2.2-5 because it was constructed prior to adoption of the current language.

Building Footprint

According to the current LMC, the maximum allowed building footprint for the property is 2,050 sf based on the lot size. The remodel did not increase the building footprint from what was approved with the original building permit. No maximum building footprint was required by the LMC at the time of construction. According to the CUP the building was approved with a maximum building coverage of 3,250 sf. The existing building footprint, according to the current survey is 2,999 sf.

Lot area

The current lot is 5,625 square feet in area. In the HR-1 Zoning District the minimum lot size for a single family house is 1,875 square feet and the minimum lot size for a duplex is 3,750 square feet. At the time of construction the minimum lot size for both a tri-plex and a four-plex was 5,625 square feet. The building complied with the LMC in effect at the time of construction and is currently non-complying with the current LMC in terms of

minimum lot size.

Summary of non-complying structure

Upon completion of construction of the four-plex a Certificate of Occupancy was issued by the Park City Building Department on October 2nd, 1986. According to documents on file at the Planning and Building Departments, the building complied with the LMC at the time of the Conditional Use Permit (CUP) and the Building Permit applications. The existing building continues to be a non-complying building according to the current Land Management Code in terms of side setbacks, building height, and building footprint and non-conforming in terms of use and lot area.

Good Cause

Staff finds Good Cause for the Condominium Record of Survey Plat as the requested form of ownership, as individually owned condominium units, is not detrimental to the overall character of the neighborhood. The proposed plat accurately reflects the as-built condition of this building. This application, as shown on the proposed plat, allows the following units to be platted as private ownership:

- Unit A – 1,763.9 sf
- Unit B – 1,691.2 sf
- Unit C – 4,320.9 sf
- Total – 7,776.0 sf**

Common space is platted for the parking garage, common rear stairs, mechanical room, roof, foundation, exterior walls, etc. Limited common spaces include the storage areas specific to individual units, entrance stairs and landing for specific units, balconies, patios, etc.

Condominium Plat

LMC § 15-4-12 indicates that existing structures shall not be converted to condominium ownership without first receiving a review and recommendation from the Planning, Engineering and Building Departments, City Attorney, and Record of Survey plat approval from the City. Furthermore, required public improvements and landscaping shall be completed at the time of conversion or security provided to ensure completion as provided by ordinance. The building was initially converted to condominium ownership in 1983 as Hunter Villa Condominiums. Staff recommends a condition of approval that prior to recordation of the proposed Mountain Spirits Condominiums record of survey plat, that replaces the existing Hunter Villa Condominiums record of survey plat, the Planning and Building Departments shall verify that the structure complies with the current Building code and all required public improvements and landscaping are complete.

Process

Approval of this record of survey plat application by the City Council constitutes Final Action that may be appealed following the procedures found in Land Management Code Section 1-18.

Department Review

This project has gone through an interdepartmental review. No further issues were brought up at that time.

Notice

On July 8, 2015, the property was posted and notice was mailed to property owners within 300 feet. Legal notice was also published in the Park Record on July 4, 2015, in accordance with noticing requirements of the Land Management Code.

Public Input

No public input has been received by the time of this report.

Alternatives

- The City Council may approve Mountain Spirits Condominiums record of survey plat; or
- The City Council may deny the Mountain Spirits Condominiums record of survey plat and direct staff to make Findings for this decision; or
- The City Council may continue the discussion to a date certain and provide staff with direction to provide additional information necessary in order to make a final decision on the record of survey plat.

Significant Impacts

There are no significant fiscal or environmental impacts resulting from this application for a record of survey plat to change the form of ownership for this building.

Consequences of not taking the Planning Commission Recommendation

The property owner would not have the option to sell units individually.

Summary Recommendation

Staff recommends the City Council hold a public hearing and consider approving the Mountain Spirits Condominiums Record of Survey plat located at 533-537 Woodside Avenue based on the Findings of Fact, Conclusions of Law, and Conditions of Approval as found in the attached ordinance.

Exhibits

Draft Ordinance

Exhibit A – Proposed Condominium Record of Survey

Exhibit B – Existing Conditions Survey

Exhibit C – Current Plat of Hunter Villas Condominiums

Exhibit D – Vicinity Map Aerial

Exhibit E – Recorder plat

Exhibit F – Certificate of Occupancy/Building Permit Log/CUP

Exhibit G – Photos

Exhibit H – HDDR approval letter

Draft Ordinance No. 15-

AN ORDINANCE APPROVING MOUNTAIN SPIRITS CONDOMINIUMS RECORD OF SURVEY PLAT, REPLACING HUNTER VILLA CONDOMINIUMS RECORD OF SURVEY PLAT, LOCATED AT 533-537 WOODSIDE AVENUE PARK CITY, UTAH.

WHEREAS, the owner of the property located at 533-537 Woodside Avenue has petitioned the City Council for approval of the condominium record of survey plat; and

WHEREAS, on July 4, 2015, notice of the public hearing was posted and legal notice published in the Park Record according to the requirements of the Land Management Code; and

WHEREAS, July 8, 2015, proper legal notice was sent to all affected property owners and the property was posted; and

WHEREAS, the Planning Commission held a public hearing on July 22, 2015, to receive input on the condominium record of survey plat; and

WHEREAS, the Planning Commission, on July 22, 2015, forwarded a positive recommendation to the City Council; and,

WHEREAS, on September 3, 2015, the City Council held a public hearing to receive input on the plat amendment; and

WHEREAS, it is in the best interest of Park City, Utah to approve the Mountain Spirits Condominiums record of survey plat for the existing building located at 533-537 Woodside Avenue.

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

SECTION 1. APPROVAL. Mountain Spirits Condominiums record of survey plat as shown in Exhibit A is approved subject to the following Findings of Facts, Conclusions of Law, and Conditions of Approval:

Findings of Fact:

1. The property is located at 533-537 Woodside Avenue.
2. The property is in the Historic Residential (HR-1) Zoning District.
3. There is an existing non-historic 3 unit building located on the property that is an on-going remodel of a non-historic 4-plex condominium building, known as Hunter Villa Condominiums.
4. Hunter Villa Condominiums record of survey plat was recorded at Summit County on February 14, 1983.
5. The property consists of three (3) standard "Old Town" lots and a total of 5,625

square feet of lot area. The underlying lots are Lots 8, 9, and 10, Block 28, of the Park City Survey.

6. On June 28, 1979, a CUP application was submitted for a four unit building on the subject property. According to the CUP application and subsequent building permit the building complied with the Land Management Code in effect at that time (June 1978) for height, setbacks, minimum lot size and minimum lot width, building coverage, and parking.
7. In the June 1978 Land Management Code, four-plex buildings required a CUP and required a minimum lot area of 5,625 square feet. Minimum side setbacks of five feet (5'), front setbacks of fifteen feet (15') and rear setbacks of ten feet (10') were required. Maximum building height was 28' measured from the mid-point of the gable roof to natural grade. Minimum lot width of 75' was required.
8. Construction of the building started in 1980 with a building permit (#213-80) approved by Park City Building Department on October 29, 1980.
9. On October 2, 1986, upon completion of construction of the four-plex, a Certificate of Occupancy was issued by the Park City Building Department.
10. According to documents on file at the Planning and Building Departments, the building complied with the LMC at the time of the CUP, the Building Permit application, and Certificate of Occupancy.
11. According to the existing conditions survey submitted with this application, the actual front setback of the existing foundation is 15.33' at the northeast corner and 14.74' at the southeast corner. The current LMC requires a front setback of ten feet (10') based on the lot depth of seventy-five feet (75').
12. According to the existing conditions survey the actual rear setback for the existing foundation is 14.43' at the northwest corner and 15.01' at the southwest corner. The current LMC requires a rear setback of ten feet (10') based on the lot depth of seventy-five feet (75').
13. According to the existing conditions survey, the actual side setbacks of the existing foundation range from 3.92' to 4.72' along the south property line and 4.77' to 5.58' along the north property line. The current LMC requires side setbacks of 5' minimum (18') based on the combined lot width of 75'.
14. The building was approved with a 28' building height to the midpoint of the gable roof in compliance with the LMC at the time of construction. Prior to the remodel and modification of the roof the highest ridgeline was noted on the recorded plat at USGS elevation of 7142.5. The current highest roofline, as depicted on the proposed plat is at USGS elevation of 7132.4. The overall height of the building was reduced by ten feet.
15. The remodel did not increase the degree of non-compliance with the LMC in effect at the time of construction in terms of building height. The building permit was issued prior to the latest LMC amendments to Section 15-2.2-5 that require horizontal stepping and maximum overall building height. The building is non-complying with regards to the current LMC Section 15- 2.2-5 (building height) because it was constructed prior to adoption of the current language.
16. The remodel did not increase the building footprint from what was approved with the original building permit. No maximum building footprint was required at the time of construction. According to the CUP the building was approved with a

maximum building coverage of 3,250 sf. The existing building footprint, according to the current survey is 2,999 sf.

17. According to the current LMC, the maximum allowed building footprint for the property is 2,050 sf based on the lot size.
18. The existing building continues to be a non-complying building according to the current Land Management Code in terms of side setbacks, building height, and building footprint and lot size and non-conforming in terms of use.
19. The existing building provided eight parking spaces for four units in compliance with the LMC at the time of construction. The remodel reduced the parking to six parking spaces for three units in compliance with the current LMC.
20. The proposed condominium Record of Survey plat memorializes each dwelling unit within the multi-unit dwelling as a separate unit that can be leased or owned separately.
21. A condominium is not a type of use but a form or ownership.
22. The current lot is 5,625 square feet. In the HR-1 Zoning District the minimum lot size for a single family house is 1,875 square feet and the minimum lot size for a duplex is 3,750 square feet. At the time of construction the minimum lot size for both a tri-plex and a four-plex was 5,625 square feet. The building complied with the LMC in effect at the time of construction and is currently non-complying with the current LMC in terms of minimum lot size.
23. The current lot width is 75' and complies with the minimum lot width of 25 feet in the Historic Residential Zoning District.
24. The requested form of ownership is not detrimental to the overall character of the neighborhood.
25. This application allows the following units to be platted as private ownership:
 - a. Unit A – 1,763.9 sf
 - b. Unit B – 1,691.2 sf
 - c. Unit C – 4,320.9 sf
26. Common space is platted for the parking garage, common rear stairs, mechanical room, roof, foundation, exterior walls, etc.
27. Limited common spaces include the storage areas specific to individual units, entrance stairs and landing for specific units, balconies, patios, etc.
28. On September 20, 2011, an application for a Historic District Design Review for a remodel of the building was submitted to the Planning Department.
29. The Historic District Design Review was approved on September 4, 2012, and included removing the steep pitched roof/chimney elements, replacing the fifth floor with an open roof top garden and deck, replacing all exterior siding and insulation, re-designed fenestration and glazing, providing new garage door, re-landscaping of the front and rear yard areas, removing the asphalt parking in the front yard and City ROW area, adding an elevator, modifying the interior unit spaces, and modifying the unit entrances and circulation areas.
30. Due to surveying methods there is a discrepancy between the new existing conditions survey and the recorded Hunter Villas plat in terms of foundation dimensions and setbacks. The proposed record of survey plat is based on a current survey of existing conditions and is not based on the Hunter Villas record of survey plat.

31. The number of units was reduced from four units to three units and parking within the garage was reduced from eight spaces to six spaces. The building requires five parking spaces and six spaces are provided in compliance with the current LMC Chapter 3 Off-Street Parking requirements.
32. A building permit for the remodel was issued on March 5, 2013. Construction is underway and the building permit is current.
33. All findings within the Analysis section and the recitals above are incorporated herein as findings of fact.

Conclusions of Law:

1. The Condominium Plat is consistent with the Park City Land Management Code and applicable State law regarding condominium record of survey plats.
2. Neither the public nor any person will be materially injured by the proposed Condominium Plat.
3. Approval of the Condominium Plat, subject to the conditions stated below, does not adversely affect the health, safety and welfare of the citizens of Park City.
4. The Condominium plat does not create any new non-compliance with the HR-1 requirements and the building remains a legal non-conforming building as a triplex and a legal non-complying structure with regards to side setbacks, building height, and building footprint according to the Land Management Code in effect at the time of construction, Building Permit #213-80, and the Certificate of Occupancy issued on October 2nd, 1986.

Conditions of Approval:

1. The City Attorney and City Engineer will review and approve the final form and content of the plat for compliance with State law, the Land Management Code, and the conditions of approval, prior to recordation of the plat.
2. The applicant will record the plat at the County within one year from the date of City Council approval or submit a written request for an extension, prior to expiration.
3. Prior to recordation of the proposed Mountain Spirits Condominiums record of survey plat, to replace the existing Hunter Villa Condominiums record of survey plat, the Planning and Building Departments shall verify that the structure complies with the current Building code and all required public improvements and landscaping are complete, or a financial security for completion of all requirements is in place.
4. The Hunter Villa Condominiums record of survey plat shall be retired prior to recordation of the Mountain Spirits Condominiums record of survey plat.
5. A ten foot (10') public snow storage easement across the lot frontage along Woodside Avenue shall be shown on the plat.
6. All recorded easements of record for utilities, access, encroachments, etc. associated with the property shall be noted on the plat.

SECTION 2. EFFECTIVE DATE. This Ordinance shall take effect upon publication.

PASSED AND ADOPTED this 3rd day of September, 2015.

PARK CITY MUNICIPAL CORPORATION

Jack Thomas, MAYOR

ATTEST:

Marci Heil, City Recorder

APPROVED AS TO FORM:

Mark Harrington, City Attorney

Exhibit A- Proposed Plat

EXHIBIT A

NOTES

- The Units of this Condominium are served by a common private lateral wastewater line. The Mountain Spirits Condominium Home Owners Association, a Utah non-profit corporation (the "Association"), shall be responsible for ownership, operation and maintenance of all common private lateral wastewater lines.
- This Plat relates to real property which is subject to that certain Amended and Restated Condominium Declaration for Mountain Spirits Condominiums, and subsequent amendments thereto ("Declaration"). The Declaration sets forth the easements, restrictions and general plan of improvement for the project as described in this Plat. Unless the context clearly indicates otherwise, all capitalized terms as used on this Plat shall have the meanings set forth in the Declaration.
- Pursuant to the Declaration, the Association is responsible for maintaining certain portions of the project, including but not limited to the Common Areas and Limited Common Areas, and the Association shall have a perpetual non-exclusive easement over the Property and Project for such maintenance purposes as further described in the Declaration.
- The Limited Common Areas as depicted on this Plat are reserved for the use of certain Owners to the exclusion of other Owners. Each respective improvement designated on this Plat as "Limited Common Area" is appurtenant to the respective Unit as described in the Declaration and are for the use and enjoyment of the Owners of such Unit.
- This condominium plat is subject to the Conditions of Approval in Ordinance 15-_____.



SURVEYOR'S CERTIFICATE

I, Martin A. Morrison, do hereby certify that I am a Registered Land Surveyor and that I hold Certificate No. 42372, as prescribed by the laws of the State of Utah, and that I have caused to be made under my direction and by authority of the owner, this plat of MOUNTAIN SPIRITS CONDOMINIUMS a Utah Condominium Project, in accordance with the provisions of the Utah Condominium Ownership Act. I further certify that the information shown hereon is correct.

PROPERTY DESCRIPTION

Units A, B, C and D, contained within the Hunter Villa Condominiums, a Utah Condominium Project as the same is identified in the record of survey map recorded on February 14, 1983, in Summit County, as Entry No. 202142, (as said record of survey map may have heretofore been amended or supplemented) and in the Declaration recorded on February 14, 1983, in Summit County, as Entry No. 202143, in Book 250, at Page 578 (as said record of survey map may have heretofore been amended or supplemented).

Together with the appurtenant undivided interest in said Project's common areas as established in said declaration and allowing for period alteration both in the magnitude of said undivided interest and in the composition of the common areas and facilities to which said interest relates.

Also, together with those perpetual appurtenant non-exclusive easements (access easement) as disclosed in those certain easement quitclaim deeds (with condition precedent and possibility of reverter), recorded January 9, 2008, as Entry No. 834413, in Book 1908, at Page 1810; January 9, 2008, as Entry No. 834414, in Book 1908, at Page 1811; January 9, 2008, as Entry No. 834415, in Book 1908, at Page 1821; and January 9, 2008, as Entry No. 833416, in Book 1908, at Page 1826, Summit County Recorder's Office.

OWNER'S DEDICATION AND CONSENT TO RECORD

KNOW ALL MEN BY THESE PRESENTS THAT, the undersigned is the owner of the existing units of Hunter Villa Condominiums, including the appurtenant Common Areas of Hunter Villa Condominiums described herein and does hereby certify that it has caused this record of survey map to be made and this Condominium Plat of Mountain Spirits Condominiums to be prepared and hereby consents to the recording of this Condominium Plat and submit to the Utah Condominium Ownership Act.

In witness whereof the undersigned has executed this certificate and dedication this ____ day of _____, 2015.

Mulcor Investments, LLC
An Arizona limited liability company

Michael E. Mueller, manager

ACKNOWLEDGMENT

State of _____
County of _____

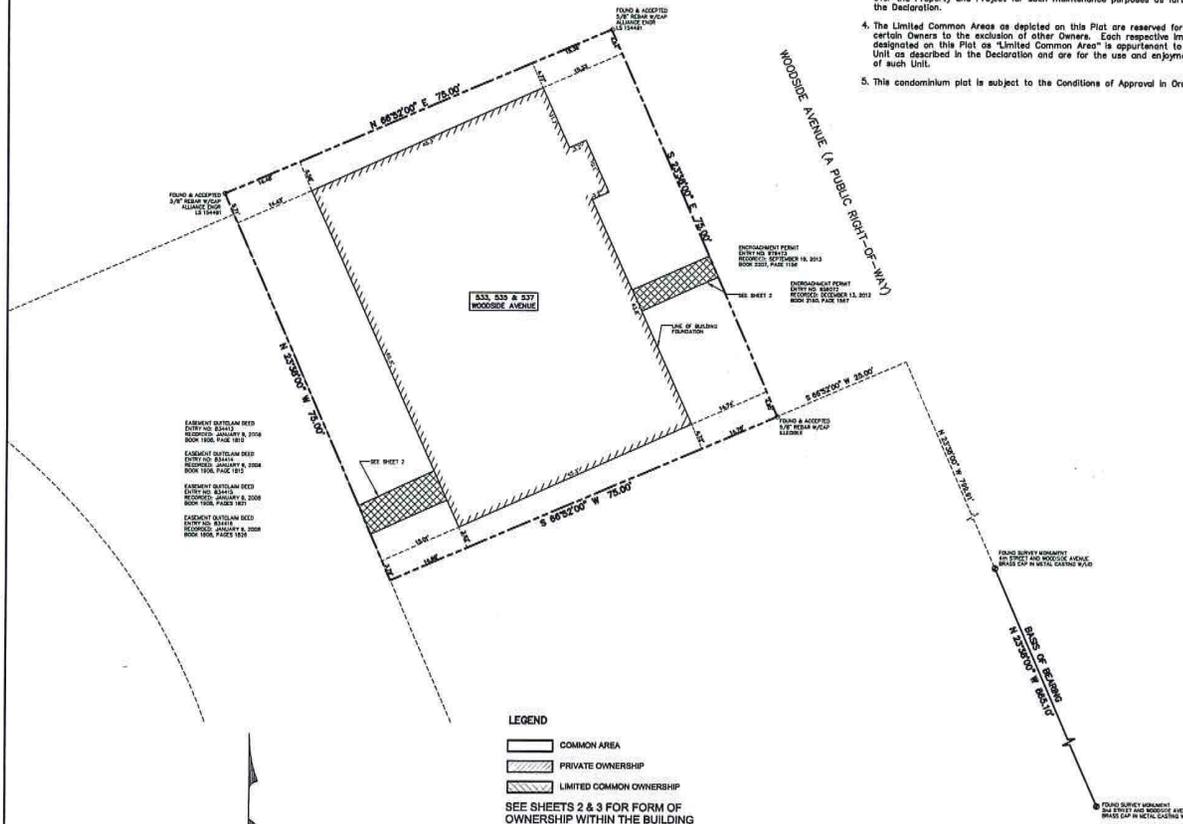
On this ____ day of _____, 2015, personally appeared before me Michael E. Mueller, whose identity is personally known to me (or proven on the basis of satisfactory evidence) and who by me duly sworn/affirmed, did say that he is the manager of Mulcor Investments, LLC, an Arizona limited liability company; and that said document was signed by him on behalf of said corporation by authority of its bylaws, or (resolution of its board of directors), and said Michael E. Mueller acknowledged to me that said corporation executed the same.

Notary Public

Printed Name _____

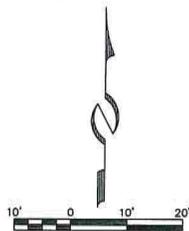
Residing in: _____

My commission expires: _____



LEGEND

- COMMON AREA
 - PRIVATE OWNERSHIP
 - LIMITED COMMON OWNERSHIP
- SEE SHEETS 2 & 3 FOR FORM OF OWNERSHIP WITHIN THE BUILDING



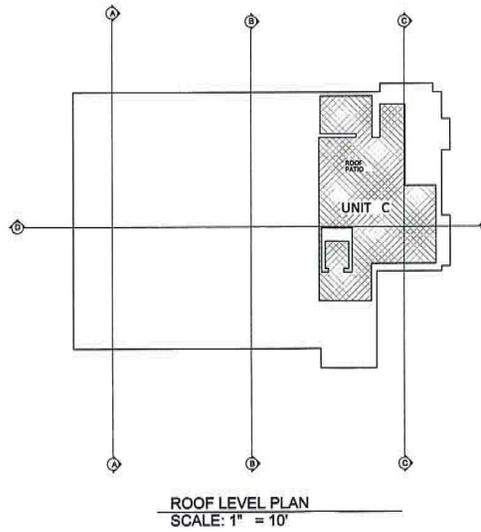
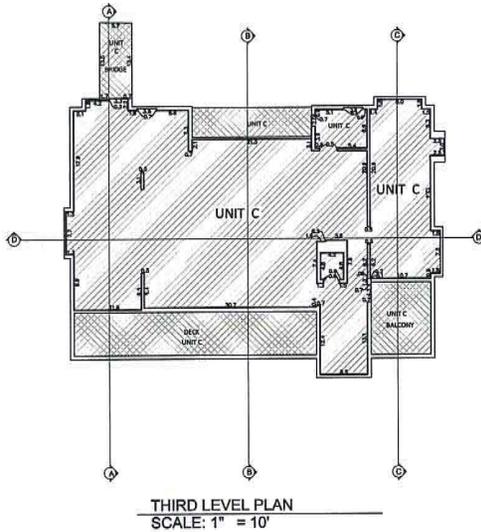
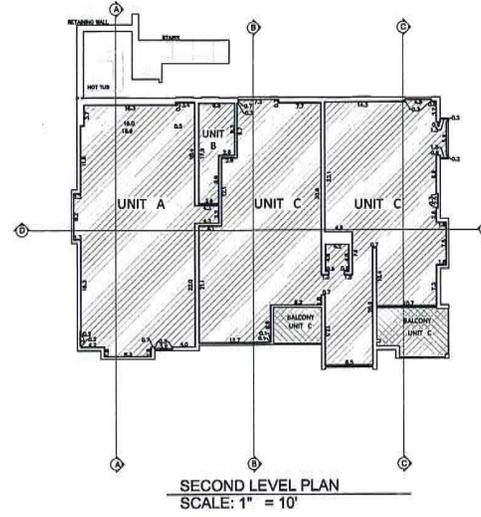
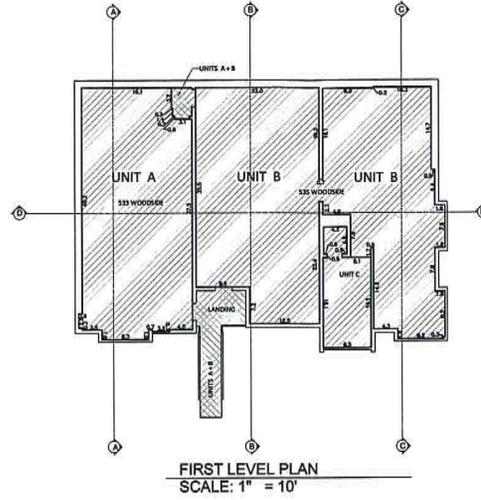
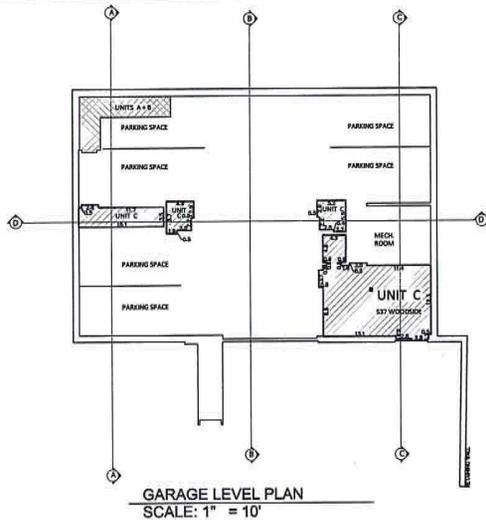
RECORD OF SURVEY

MOUNTAIN SPIRITS CONDOMINIUMS

A UTAH CONDOMINIUM PROJECT
(FORMERLY HUNTER VILLA CONDOMINIUMS)
BLOCK 28, PARK CITY SURVEY
LOCATED IN THE SOUTHEAST QUARTER OF SECTION 16, TOWNSHIP 2 SOUTH, RANGE 4 EAST,
SALT LAKE BASE AND MERIDIAN, PARK CITY, SUMMIT COUNTY, UTAH

JOB NO.: 7-4-11 FILE: X:\ParkCitySurvey\42372\15070411.dwg SHEET 1 OF 3

<p>(435) 649-0467 CONSULTING ENGINEERS LAND PLANNERS SURVEYORS 333 Main Street P.O. Box 2064 Park City, Utah 84060-2064</p>	SNYDERVILLE BASIN WATER RECLAMATION DISTRICT REVIEWED FOR CONFORMANCE TO SNYDERVILLE BASIN WATER RECLAMATION DISTRICT STANDARDS ON THIS _____ DAY OF _____, 2015 BY <u>S.B.W.R.D.</u>	PLANNING COMMISSION APPROVED BY THE PARK CITY PLANNING COMMISSION THIS _____ DAY OF _____, 2015 BY _____ CHAIR	ENGINEER'S CERTIFICATE I FIND THIS PLAT TO BE IN ACCORDANCE WITH INFORMATION ON FILE IN MY OFFICE THIS _____ DAY OF _____, 2015 BY _____ PARK CITY ENGINEER	APPROVAL AS TO FORM APPROVED AS TO FORM THIS _____ DAY OF _____, 2015 BY _____ PARK CITY ATTORNEY	COUNCIL APPROVAL AND ACCEPTANCE APPROVAL AND ACCEPTANCE BY THE PARK CITY COUNCIL THIS _____ DAY OF _____, 2015 BY _____ MAYOR	CERTIFICATE OF ATTEST I CERTIFY THIS RECORD OF SURVEY MAP WAS APPROVED BY PARK CITY COUNCIL THIS _____ DAY OF _____, 2015 BY _____ PARK CITY RECORDER	RECORDED STATE OF UTAH, COUNTY OF SUMMIT, AND FILED AT THE REQUEST OF _____ PLANNING DEPT. DATE _____ TIME _____ ENTRY NO. _____ FEE _____ RECORDER _____
	RECEIVED						



SQUARE FOOTAGE TABLE*

LEVELS	UNIT A	UNIT B	UNIT C
GARAGE			378.0 SF
FIRST LEVEL	847.8 SF	1,600.1 SF	159.1 SF
SECOND LEVEL	916.1 SF	91.1 SF	1,587.7 SF
THIRD LEVEL			2,196.1 SF
TOTAL SF	1,763.9 SF	1,691.2 SF	4,320.9 SF

* Per Architectural Drawings

LEGEND

- COMMON AREA
- PRIVATE OWNERSHIP
- LIMITED COMMON AREA



SHEET 2 OF 3

RECORD OF SURVEY
MOUNTAIN SPIRITS CONDOMINIUMS

A UTAH CONDOMINIUM PROJECT
(FORMERLY HUNTER VILLA CONDOMINIUMS)
BLOCK 28, PARK CITY SURVEY
LOCATED IN THE SOUTHWEST QUARTER OF SECTION 16, TOWNSHIP 2 SOUTH, RANGE 4 EAST,
SALT LAKE BASIN AND MERIDIAN, PARK CITY, SUMMIT COUNTY, UTAH

JOB NO: 7-4-11 FILE: \\P:\P\CitySurvey\dwg\plan\2011\070411.dwg

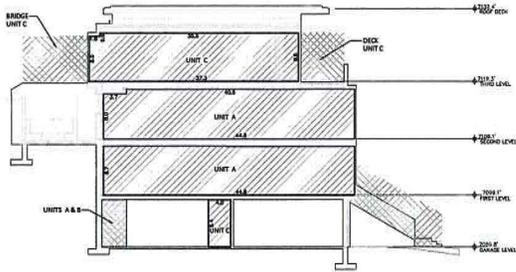
RECORDED

STATE OF UTAH, COUNTY OF SUMMIT, AND FILED

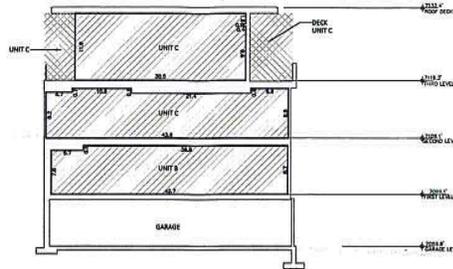
AT THE REQUEST OF _____

DATE _____ TIME _____ ENTRY NO. _____

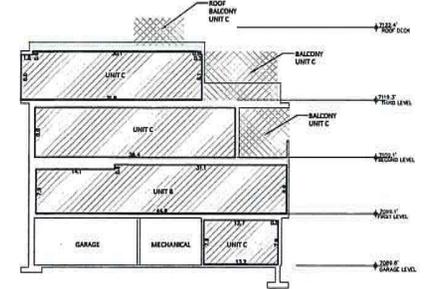
FEE _____ RECORDER _____



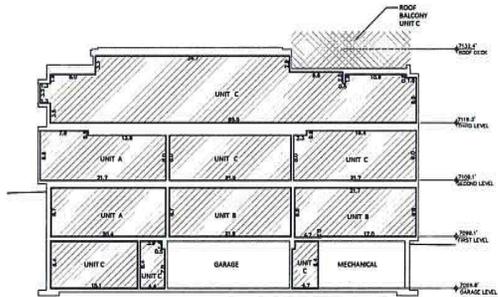
SECTION A-A
SCALE: 1" = 10'



SECTION B-B
SCALE: 1" = 10'



SECTION C-C
SCALE: 1" = 10'



SECTION D-D
SCALE: 1" = 10'

LEGEND

-  COMMON AREA
-  PRIVATE OWNERSHIP
-  LIMITED COMMON AREA

RECORD OF SURVEY
MOUNTAIN SPIRITS CONDOMINIUMS

A UTAH CONDOMINIUM PROJECT
(FORMERLY HUNTER VILLA CONDOMINIUMS)
BLOCK 28, PARK CITY SURVEY
LOCATED IN THE SOUTHEAST QUARTER OF SECTION 16, TOWNSHIP 2 SOUTH, RANGE 4 EAST,
SALT LAKE BASE AND MERIDIAN, PARK CITY, SUMMIT COUNTY, UTAH



SHEET 3 OF 3

JOB NO: 7-4-11 FILE: X:\ParkCitySurvey\dwg\year\2011\070411.dwg

RECORDED

STATE OF UTAH, COUNTY OF SUMMIT, AND FILED
AT THE REQUEST OF _____
DATE _____ TIME _____ ENTRY NO. _____
FEE _____ RECORDER _____

EXHIBIT B

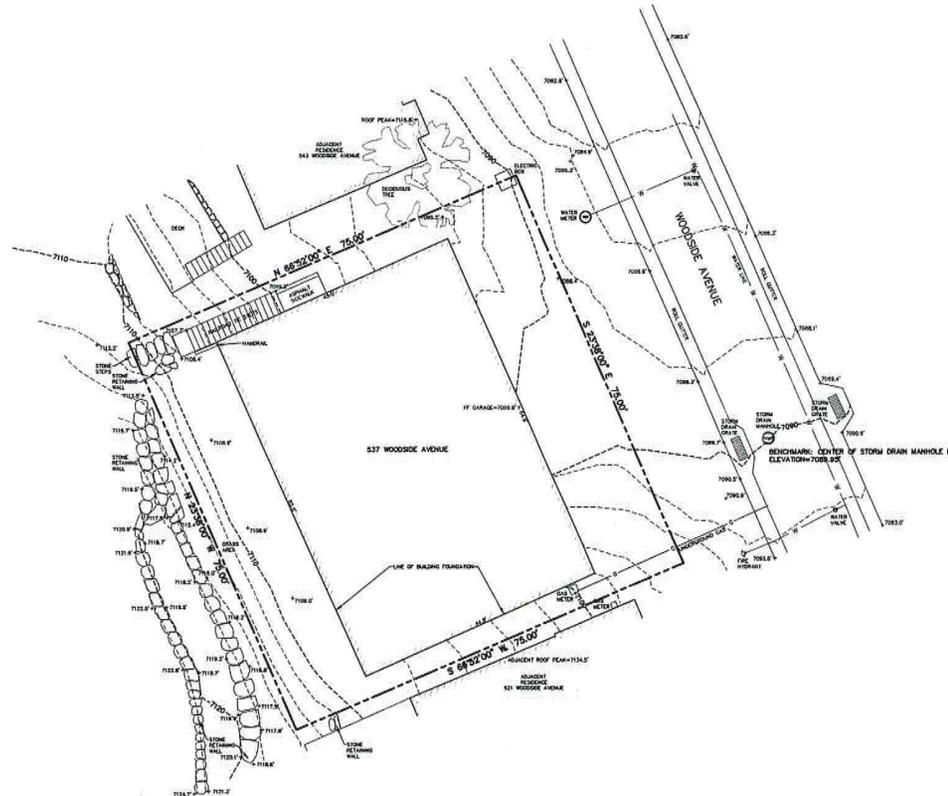
SURVEYOR'S CERTIFICATE



I, Martin A. Morrison, do hereby certify that I am a registered land surveyor and that I hold certification no. 4938739 as prescribed under the laws of the State of Utah. I further certify that a topographic survey has been made under my direction of the lands shown and described hereon. I further certify that this topographic survey is a correct representation of the land surveyed at the time the field work was completed and is in compliance with generally accepted industry standards for accuracy.

NOTES

1. Site Benchmark: Center of storm drain manhole lid
Elevation=7089.95'
2. The architect is responsible for verifying building setbacks, zoning requirements and building heights.
3. This topographic map is based on a field survey performed on May 2, 2011.
4. Since the property was under construction as of the date of this document, conditions and elements that have changed since the survey of May 2, 2011, have been removed or adjusted.
5. Snow coverage at the time of the survey was approximately 0" to 12".
As a result, actual elevations may vary from elevations shown on this survey. In addition, monuments, improvements and/or conditions may exist which are not shown on this survey.



RECEIVED
APR 14 2015
PARK CITY
PLANNING DEPT.

<p>(435) 648-8487 CONSULTING ENGINEERS LAND PLANNERS SURVEYORS 222 Main Street, P.O. Box 2184, Park City, Utah 84099-2184</p>	<p>STAFF: MARSHALL KING MARTY MORRISON JEFF KITCHEN HARRISON HOLLEY</p>	<p>TOPOGRAPHIC MAP 537 WOODSIDE AVENUE MOUNTAIN SPIRITS CONDOMINIUMS</p>	<p>SHEET 1 OF 1</p>
	<p>FOR: MULECOR INVESTMENTS, LLC JOB NO.: 7-4-11 DATE: 3/17/15</p>	<p>FILE: X:\ParkCitySurvey\dwg\m\topo2011\070411-2015.dwg</p>	

EXHIBIT C

BOUNDARY DESCRIPTION

PROPERTY DESCRIPTION: BEGINNING AT THE SOUTHEAST-CORNER OF LOT 8, BLOCK 28, PARK CITY SURVEY, ACCORDING TO THE OFFICIAL PLAT THEREOF ON FILE AND OF RECORD IN THE SUMMIT COUNTY RECORDS'S OFFICE AND RUNNING THENCE S 66° 52' W, 75.0' FEET; THENCE N 23° 38' W, 75.0' FEET; THENCE N 66° 52' E, 75.0' FEET; THENCE S 23° 38' E, 75.0' FEET TO THE POINT OF BEGINNING. SAID PROPERTY ALSO DESCRIBED AS LOTS 8, 9, AND 10, BLOCK 28, PARK CITY SURVEY, CONTAINING 0.13 ACRES.

RIGHT OF WAY DESCRIPTION: BEGINNING AT A POINT WHICH IS N 23° 38' W, 26.8 FEET OF THE SOUTHEAST-CORNER OF LOT 8, BLOCK 28, PARK CITY SURVEY AND RUNNING THENCE S 66° 52' W, 62.0 FEET; THENCE N 23° 38' W, 25.0 FEET; THENCE N 66° 52' E, 25.0 FEET; THENCE S 23° 38' E, 22.0 FEET TO POINT OF BEGINNING.

SURVEYOR'S CERTIFICATE

I, CHARLES V. KING, DO HEREBY CERTIFY THAT I AM A REGISTERED LAND SURVEYOR AND THAT I HOLD CERTIFICATE NO. 1393 AS PRESCRIBED BY THE LAWS OF THE STATE OF UTAH, AND THAT I HAVE CAUSED TO BE MADE UNDER MY DIRECTION AND BY AUTHORITY OF THE OWNERS, THE RECORD OF SURVEY MAP OF THE HUNTER VILLA CONDOMINIUMS IN ACCORDANCE WITH THE PROVISIONS OF SUB-SECTION 1 OF SECTION 57-1-10 OF THE UTAH CONDOMINIUM OWNERSHIP ACT. I FURTHER CERTIFY THAT THERE ARE NO VISIBLE ENCROACHMENTS ON THE HUNTER VILLA CONDOMINIUMS AND THAT THE SAME HAS BEEN SURVEYED & STAKED ON THE GROUND AS SHOWN ON THIS PLAT.

10-7-82
DATE

Charles V. King

OWNER'S CERTIFICATE OF CONSENT TO RECORD

KNOW ALL MEN BY THESE PRESENTS THAT I, THE UNDERSIGNED OWNER OF THE HEREIN DESCRIBED TRACT OF LAND TO BE HERE-AFTER KNOWN AS HUNTER VILLA CONDOMINIUMS, DO HEREBY MAKE THIS CERTIFICATE, THAT I HAVE CAUSED A SURVEY TO BE MADE, AND THIS RECORD OF SURVEY MAP TO BE PREPARED, I DO HEREBY CONSENT TO THE RECORDATION OF THIS RECORD OF SURVEY MAP IN ACCORDANCE WITH THE UTAH CONDOMINIUM OWNERSHIP ACT SUBMITTING THE DESCRIBED TRACT TO SAID CONDOMINIUM ACT. I DO HEREBY FURTHER CONSENT TO THE DESIGNATION OF THE RIGHT OF WAY SHOWN ON THIS RECORD OF SURVEY MAP FOR THE PRACTICAL USE OF THE PURCHASERS OF THE HUNTER VILLA CONDOMINIUMS.

IN WITNESS WHEREOF I HAVE SET MY HAND HERETO THIS 14 DAY OF DEC, 1982.

Daniel C. Hunter III
 DANIEL C. HUNTER III

ACKNOWLEDGEMENT

STATE OF UTAH } S.S.
 COUNTY OF SALT LAKE }

ON THIS 14 DAY OF DEC, A.D. 1982 PERSONALLY APPEARED BEFORE ME THE SIGNER OF THE FOREGOING CERTIFICATE WHO DULY ACKNOWLEDGED TO ME THAT HE DID EXECUTE THE SAME.

Daniel C. Hunter III
 NOTARY PUBLIC

DATE MY COMMISSION EXPIRES
DEC 3 1983

CITY COUNCIL APPROVAL

PARK CITY A MUNICIPAL CORPORATION HEREBY APPROVES THIS RECORD OF SURVEY MAP OF "HUNTER VILLA CONDOMINIUMS" THIS 14 DAY OF December, A.D. 1982.

Thomas E. Cook
 MAYOR

W. R. ...
 CITY CLERK

PLANNING COMMISSION APPROVAL

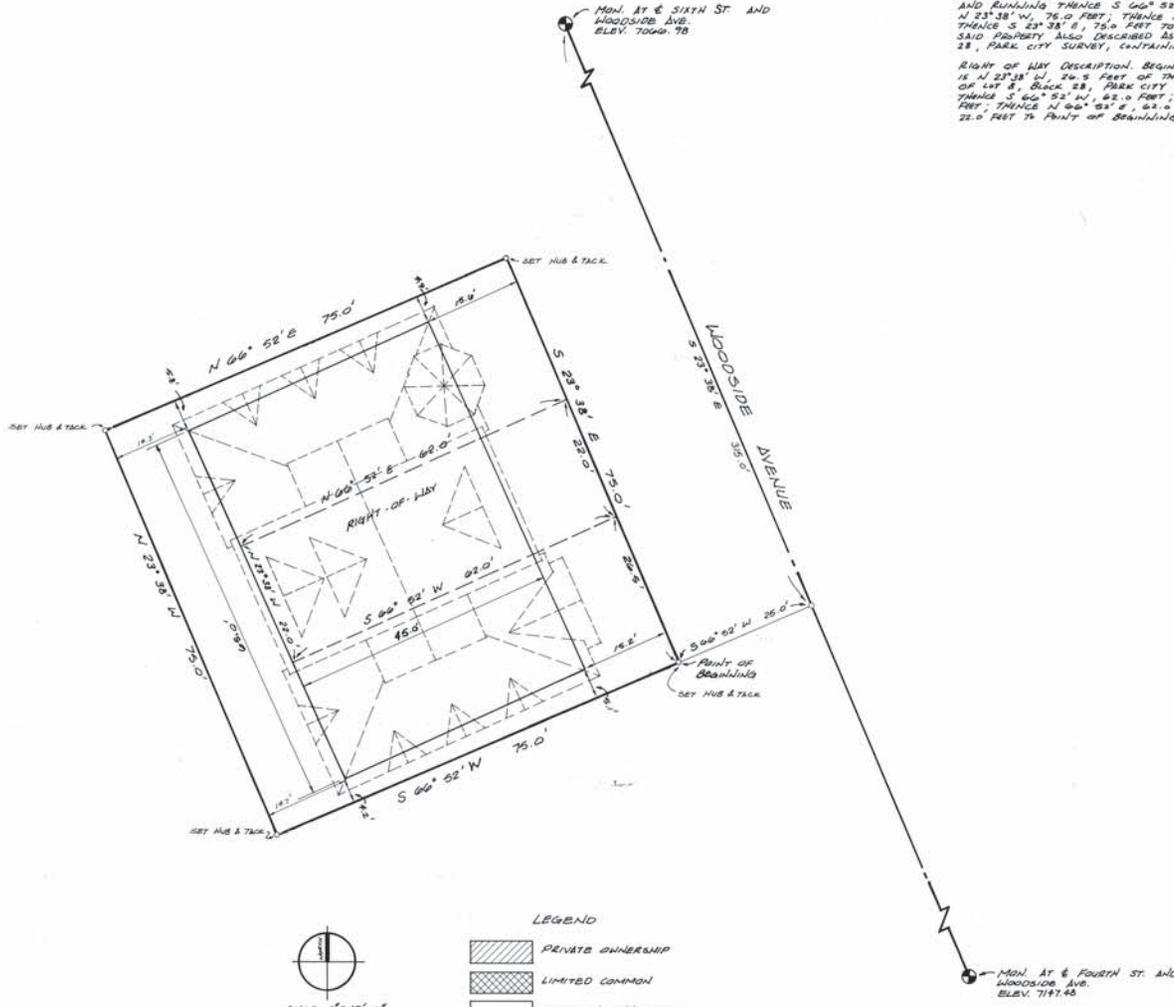
APPROVED THIS 5 DAY OF January, A.D. 1983, BY THE PARK CITY PLANNING COMMISSION.

H. ...
 CHAIRMAN PLANNING COMMISSION

HUNTER VILLA CONDOMINIUMS

PARK CITY, SUMMIT COUNTY, UTAH

SHBET 1 OF 3



- LEGEND
- PRIVATE OWNERSHIP
 - LIMITED COMMON
 - COMMON OWNERSHIP

TOTAL UNIT SQUARE FOOTAGES

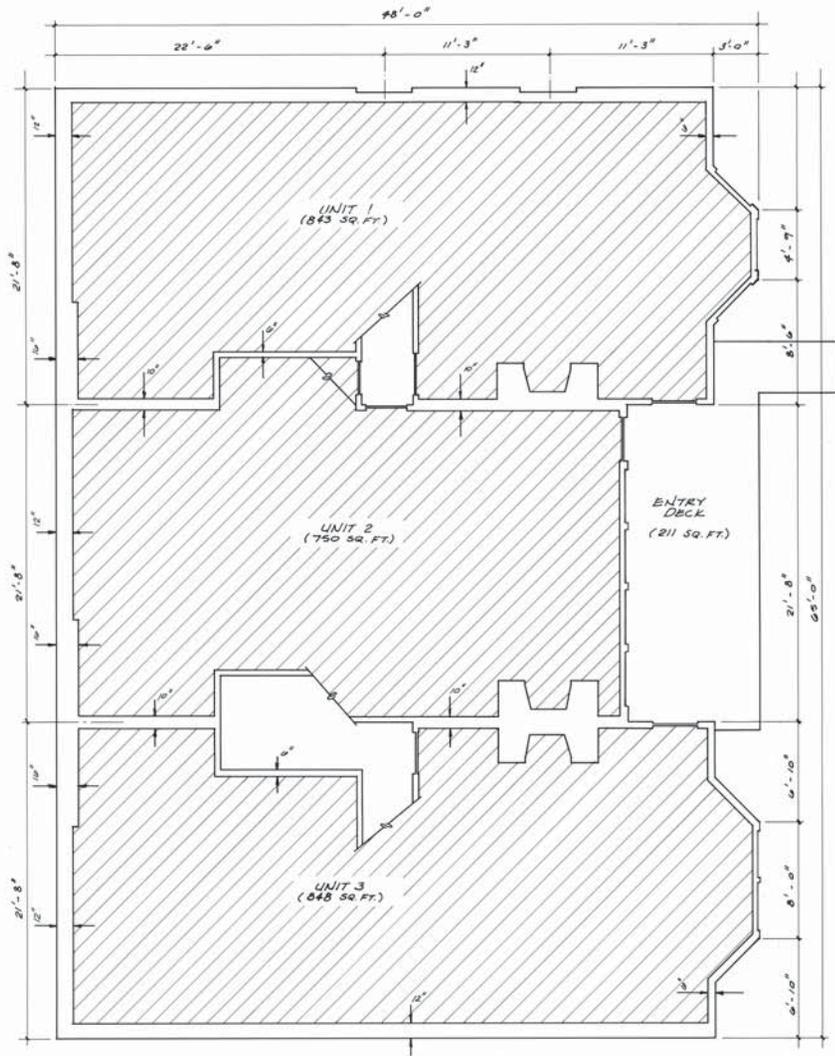
UNIT 1	= 1675	SQ. FT.
2	= 1937	SQ. FT.
3	= 1723	SQ. FT.
4	= 1281	SQ. FT.

KING ASSOCIATES
 ARCHITECTS/ENGINEERS

CITY ENGINEER
 APPROVED AND ACCEPTED BY THE
 PARK CITY ENGINEERING DEPARTMENT
 ON THIS 20TH DAY OF DECEMBER
 A.D. 1982
Eric W. DeNora, P.E.
 CITY ENGINEER

APPROVAL AS TO FORM
 APPROVED AS TO FORM ON THIS 3
 DAY OF FEB
 A.D. 1982
Thomas E. Cook
 CITY ATTORNEY

RECORDED: 2-14-83
 FILE: 1130
 STATE OF UTAH
 COUNTY OF SUMMIT
 RECORDED AND FILED AT THE REQUEST OF
 COUNTY RECORDER
 FEES \$ 32.00

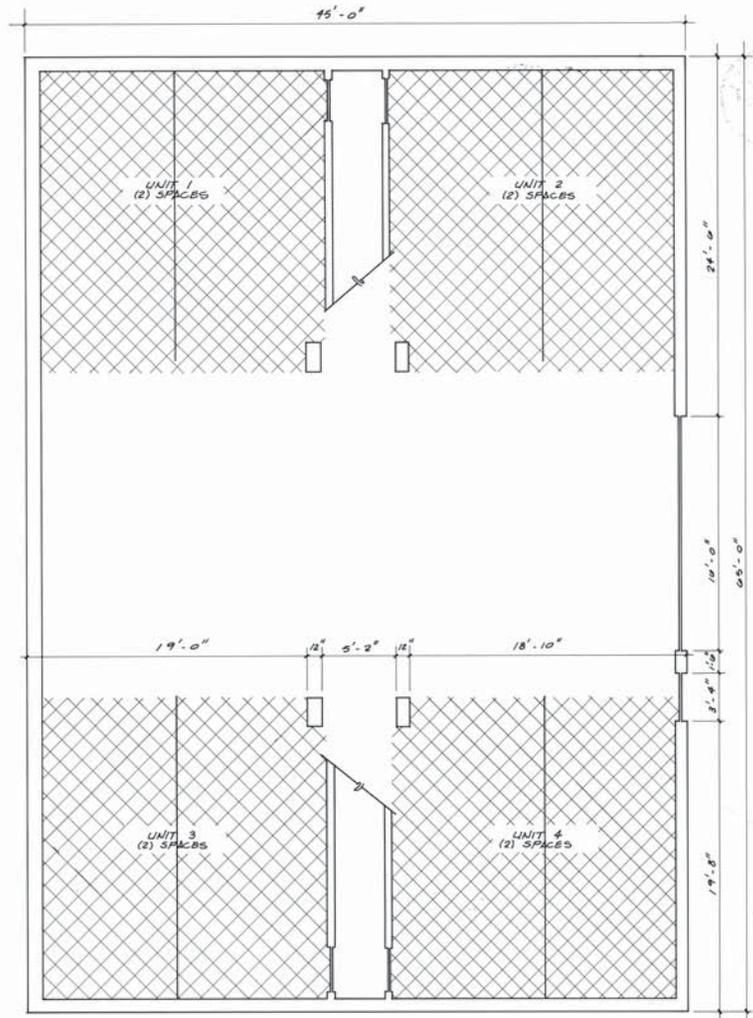


LEVEL 1
SCALE: 1/4" = 1'-0"

I CERTIFY THAT THE BUILDING SPECIFICATIONS HUNTER VILLA CONDOMINIUMS A UTAH CONDOMINIUM PROJECT ARE AS SHOWN ON THIS PLAN.

10-2-82
DATE

Charles V. King
CHARLES V. KING
LICENSE NO. 1929



PARKING LEVEL
SCALE: 1/4" = 1'-0"

**HUNTER VILLA
CONDOMINIUMS**

PARK CITY, SUMMIT COUNTY, UTAH

SHEET 2 OF 3

KING ASSOCIATES
ARCHITECTS/ENGINEERS
200 South Main Street
Salt Lake City, Utah 84111
PHONE: 378-1111
FAX: 378-1112



CITY ENGINEER
APPROVED AND ACCEPTED BY THE
CITY ENGINEERING DEPARTMENT
ON THIS _____ DAY OF _____
A.D. 19 _____

CITY ENGINEER

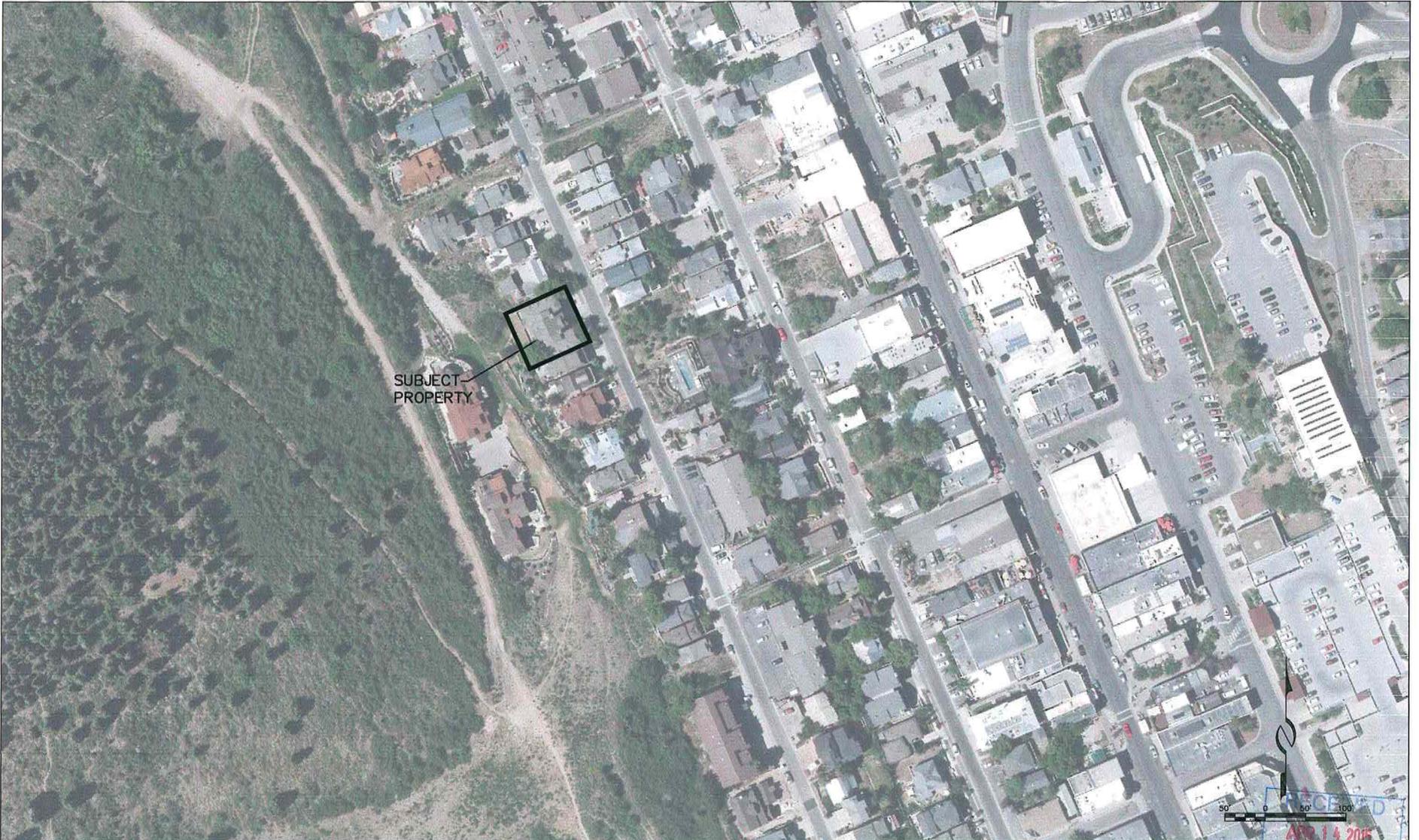
APPROVAL AS TO FORM
APPROVED AS TO FORM ON THIS
DAY OF _____ A.D. 19 _____

CITY ATTORNEY

RECORDED: 2-14-83
BY: 11:30
STATE OF UTAH
COUNTY OF SUMMIT
RECORDED AND FILED AT THE REQUEST OF:
HUNTER VILLA CONDO'S
COUNTY RECORDER
FEE \$ 22.00

HUNTER VILLA CONDO'S 2 OF 3

EXHIBIT D



SUBJECT
PROPERTY

 <small>ENGINEERING ARCHITECTS LAND PLANNERS SURVEYORS 323 Main Street, P.O. Box 2884 Park City Utah 84060-2884</small>	<small>(435) 648-9487</small>	STAFF: MARSHALL KING JEFF KITCHEN	AERIAL PHOTOGRAPH MOUNTAIN SPIRITS CONDOMINIUMS BLOCK 28, PARK CITY SURVEY	SHEET 1
	DATE: 3/2/15	FOR: MIKE MUELLER JOB NO.: 7-4-11	FILE: X:\PCS\dwg\537 Woodside\exhibitd\537woodside-cortfo.dwg	OF 1

EXHIBIT E

Note: * Refers to Street Address

① PC-341
THEM LOT 7 LLC
0.04 AC
1884-1755

PARK CITY - BLOCKS 5,9,28, SECTION 16, T2S, SECOND STREET

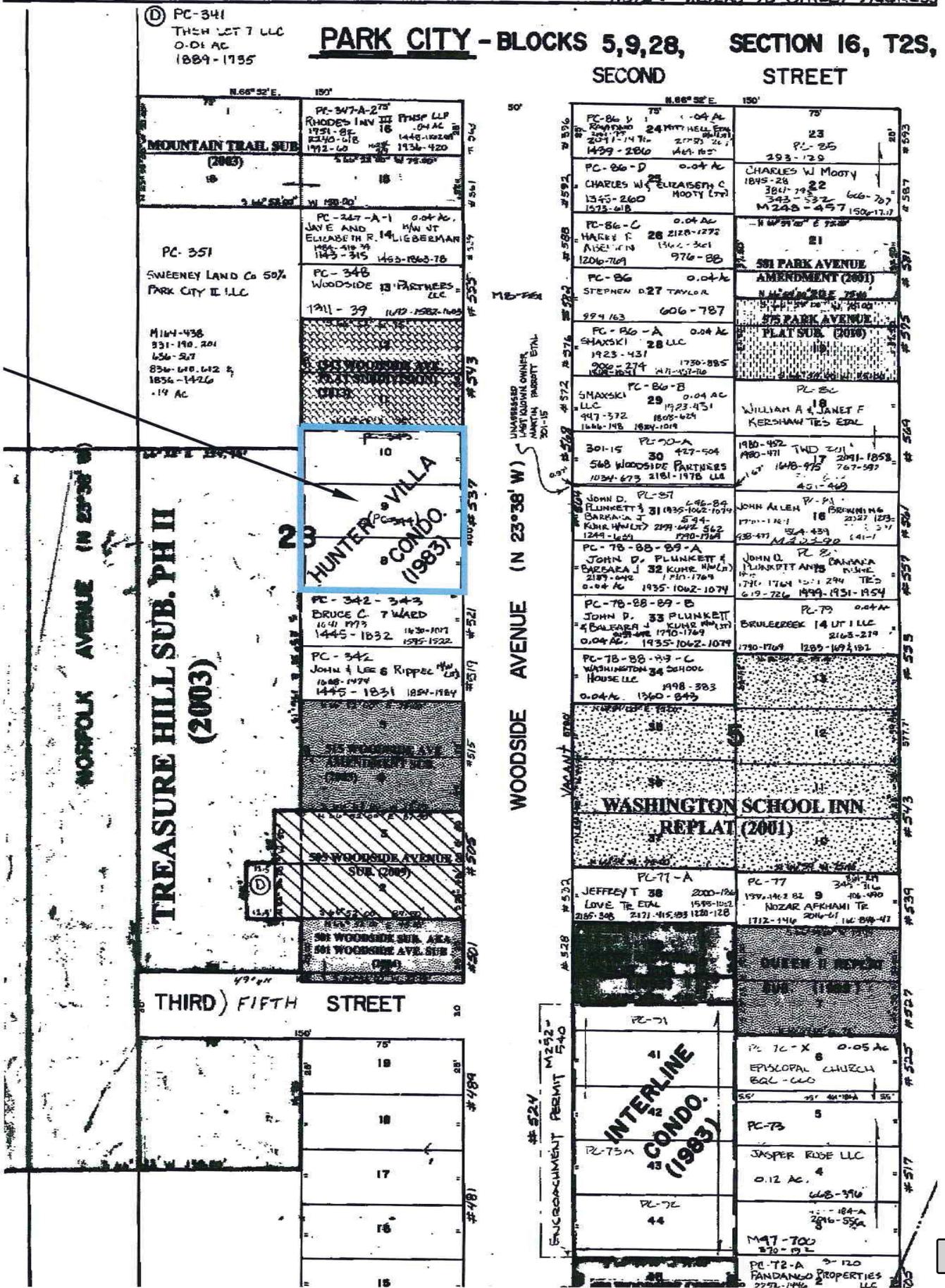


EXHIBIT F

Certificate of Occupancy

City of PARK CITY

Department of Building Inspection

This Certificate issued pursuant to the requirements of Section 306 of the Uniform Building Code certifying that at the time of issuance this structure was in compliance with the various ordinances of the City regulating building construction or use. For the following:

Use Classification 4-Plex - Hunter Villa Bldg. Permit No. 213-80
 Group R-3 Type Construction V-N Fire Zone - Use Zone HR-1
 Owner of Building Mountain Spirits Address 537 Woodside Ave.
 Building Address 537 Woodside Ave. Locality Park City, Utah 84060
 By: Richard Carlisle / B.A.D.
 Building Official Date: October 2nd, 1986

POST IN A CONSPICUOUS PLACE

ADDRESS 535-537 Woodside ZONE HR-1

SUBDIVISION _____

OWNER Daniel C. Hunter

CONTRACTOR Valley Design & Const.

TYPE OF USE Multi Family Dwelling (4 units)

FIRE SPRINKLERS YES NO

TYPE OF BUILDING _____ TYPE OF CONSTRUCTION _____

NUMBER OF BUILDINGS _____ NUMBER OF STORIES _____

NUMBER OF UNITS _____ OCCUPANCY GROUP _____

CONDITIONAL USE PERMIT _____

BOARD OF ADJUSTMENT _____

OTHER _____

		DATE ISSUED	CERTIFICATE OF OCCUPANCY
BUILDING PERMIT NO.	#213-80	10/29/80	
Retaining Wall	#690-81	9/24/81	
#4 Remodel	#3125-87	5/4/87	
Roof Repair	#4619	10-13-89	
interior Rem.	#4523	8-28-89	
Chimney Repair	B96-02225	8-7-96	
Deck Railing	B99-04844	6/7/99	
Reroof	B04-09273	4/22/04	
Hand+Stair Rail	B04-07807	9/16/04	





Magleby
CONSTRUCTION
YOU REACH
WE BUILD.
801-785-9998
www.MaglebyConstruction.com

TECTS INC
443.4904 • architects.com



September 4, 2012

Troy Worgull
 Don Ziebell
 OZ Architects, Inc.
 7401 E Redfield Road
 Scottsdale, AZ 85260

NOTICE TO APPLICANT OF PLANNING STAFF ADMINISTRATIVE ACTION

Project Address: 537 Woodside Avenue
Project Description: Remodel exterior and interior of non-historic structure located within HR-1 Zoning District. Proposal includes removal of the existing steeply pitched roof, oversized chimneys, and the upper floor. Proposal includes a reduction from four residential units to three.
Date of Action: September 4, 2012
Project Number: PL-11-01361
Project Planner: Kirsten Whetstone, MS, AICP

Summary of Staff Action

This letter serves as the final action letter and Historic District Design Review approval for the proposed remodel of 537 Woodside Avenue. Staff reviewed this project for compliance with the Historic District Design Guidelines; specifically with 1) Universal Guidelines for Non-historic sites and 2) Specific Guidelines for Non-historic sites, and has approved the proposed design for modifications to the non-historic site pursuant to the following findings of fact, conclusions of law, and conditions of approval:

Findings of Fact

1. The property is located at 537 Woodside Avenue.
2. The property is located within the Historic Residential (HR-1) District.
3. The existing four-plex condominium building, known as the Hunter Villa Condominium, is a non-historic structure. There are no historic structures located on this lot.
4. The property contains three (3) standard "Old Town" lots and 5,625 square feet.
5. The Hunter Villa Condominium four-plex was constructed in 1980-81. The condominium record of survey plat was recorded at Summit County on February 14th, 1983.
6. The existing structure has a building footprint of 3,070.55 square feet. No increase in building footprint is proposed.
7. No changes are proposed to the existing building setbacks.

8. No new non-conforming situations are proposed for walls, footprint, setbacks, or building height. Existing retaining walls on the property cross onto the Woodside ROW.
9. For construction and maintenance purposes, access and construction easements should be acquired from the adjacent property owners for any work that requires use of an adjacent property, or construction shall occur completely on the subject property.
10. The remodel includes changes to the walls, for structural support and insulation, as well as siding, windows, doors, patios, decks, circulation and access. The work is considered to be a remodel of an existing legal non-conforming structure. A new garage door is proposed that will complement the new architecture. Windows, doors, porch and balcony details are consistent with the architecture of the building and compatible with the historic district.
11. The remodel does not create any new non-compliance nor increase the degree of the existing non-compliance of the structure.
12. The proposal includes installation of a new garage door, consistent with the architectural design of the remodel, in the existing opening. Due to the existing opening and physical situation of the existing garage, one double garage door is approved for this structure.
13. The building is a legal non-conforming use, in that it contains an existing four-plex. The LMC was revised to exclude multi-family condominiums from the HR-1 zone, after the existing structure was legally constructed. The proposed plans will reduce the degree of non-conformance by removing one unit. No increase in floor area is proposed with the approved plans.
14. There is an existing historic single family house on the adjacent property at 543 Woodside. The 543 Woodside structure is listed as a significant site on the Historic Sites Inventory. There is an existing historic single family house on the lot across Woodside at 564 Woodside, listed as a landmark structure on the Sites Inventory.
15. The applicants propose to meet LEED standards for construction and a Green Roof is proposed.

Conclusion of Law

1. The proposal complies with the 2009 Park City Design Guidelines for Historic Districts and Historic Sites as conditioned.
2. The proposal complies with the Land Management Code requirements pursuant to the HR-1 District.

Conditions of Approval

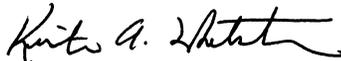
1. Receipt and approval of a Construction Mitigation Plan (CMP) by the Building Department is a condition precedent to the issuance of any building permit. The CMP shall consider and mitigate impacts to the adjacent historic home and existing infrastructure/streets from the construction. All anticipated road closures shall be described and permitted in advance by the Building Department.

2. Final building plans and construction details shall reflect substantial compliance with the drawings stamped in on August 23rd and 29th, 2012, approved by the Planning Department on September 4, 2012. Any changes, modifications, or deviations from the approved design shall be reviewed and approved by the Planning Director prior to construction.
3. The designer and/or applicant shall be responsible for coordinating the approved architectural drawings/documents with the approved construction drawings/documents. The overall aesthetics of the approved architectural drawings/documents shall take precedence. Any discrepancies found among these documents that would cause a change in appearance to the approved architectural drawings/documents shall be reviewed and approved prior to construction. Any changes, modifications, or deviations from the approved design that have not been approved by the Planning and Building Departments may result in a stop work order.
4. All standard conditions of approval shall apply (see attached).
5. If a building permit has not been obtained by September 4, 2013, this HDDR approval will expire, unless an extension is requested in writing prior to the expiration date and an extension is granted by the Planning Department.
6. Any area disturbed during construction of the proposed work shall be landscaped according to an approved Landscape Plan, and approved by the Planning Department prior to issuance of a Certificate of Occupancy.
7. A final Landscape Plan shall be submitted with the building permit submittal and shall be reviewed in conjunction with the building permit. The Landscape Plan shall include irrigation details for the landscaped area, plant lists for type and size, information regarding ground cover, and details on the Green Roof plantings, structure, and irrigation. The landscape plan shall be a water conserving plan.
8. Construction waste should be diverted from the landfill and recycled when possible.
9. Any proposed roof mounted solar panels shall be shown on the plans submitted for building permit review and shall be located towards the rear of the building, when possible. Wall mounted solar panels may be considered on the rear façade or back portions of the side facades.
10. Lighting fixture details have not been submitted, included or reviewed as part of this application. All exterior lighting cut sheets and locations shall be submitted to the Planning Department for review and approval prior to installation. All exterior lighting shall meet Park City's lighting ordinance and be downward directed and shielded.
11. City Engineer review and approval of all appropriate grading, utility installation, public improvements, drainage plans, and flood plain issues, for compliance with City and Federal standards, is a condition precedent to building permit issuance. All proposed work within the Woodside Ave ROW requires a permit from the City Engineer. An encroachment permit is required, prior to issuance of a building permit for all existing encroachments into the Woodside Ave ROW.

12. All electrical service equipment and sub-panels and all mechanical equipment, except those owned and maintained by public utility companies and solar panels, shall be painted to match the surrounding wall color or painted and screened to blend with the surrounding natural terrain. Roof mounted equipment and vents, with the exception of solar panels and small energy systems, shall be painted to match the roof and/or adjacent wall color and shall be screened or integrated into the design of the structure.
13. Exterior wood surfaces shall be treated with an opaque rather than transparent finish, unless otherwise approved by the Planning Director. Provide a weather protective finish to wood surfaces that were not historically painted. Low VOC paints and paints are recommended to be used. Samples of all exterior materials shall be provided to the Planning Department for approval prior to installation.
14. The proposed windows, doors, railings and balcony/porch details, including dimensions and cut sheets, shall be shown on the building plans or provided separately with the building permit application and shall be consistent with the approved plans.
15. Approval of this HDDR was noticed on September 4, 2012, any approval is subject to a 10 day appeal period.
16. No preservation guarantee is required as this is not an historic structure.
17. As a condition precedent to issuance of a building permit, all Land Management Code requirements, including the HR-1 zoning district requirements, with approved allowances for the non-complying and non-conforming elements, shall be met. No increase in existing building footprint is proposed or approved. No increase in existing building height is approved and building height is approved as shown on the stamped plans.
18. An amended record of survey plat application for the reconfigured units shall be recorded at Summit County prior to issuance of a certificate of occupancy for any revised unit.

If you have any questions about this approval, please do not hesitate to contact me. I can be reached at (435) 615-5066, or via e-mail at Kirsten@parkcity.org

Sincerely,



Kirsten A. Whetstone
Senior Planner

PARK CITY MUNICIPAL CORPORATION
STANDARD PROJECT CONDITIONS

1. The applicant is responsible for compliance with all conditions of approval.
2. The proposed project is approved as indicated on the final approved plans, except as modified by additional conditions imposed by the Planning Commission at the time of the hearing. The proposed project shall be in accordance with all adopted codes and ordinances; including, but not necessarily limited to: the Land Management Code (including Chapter 5, Architectural Review); International Building, Fire and related Codes (including ADA compliance); the Park City Design Standards, Construction Specifications, and Standard Drawings (including any required snow storage easements); and any other standards and regulations adopted by the City Engineer and all boards, commissions, agencies, and officials of the City of Park City.
3. A building permit shall be secured for any new construction or modifications to structures, including interior modifications, authorized by this permit.
4. All construction shall be completed according to the approved plans on which building permits are issued. Approved plans include all site improvements shown on the approved site plan. Site improvements shall include all roads, sidewalks, curbs, gutters, drains, drainage works, grading, walls, landscaping, lighting, planting, paving, paths, trails, public necessity signs (such as required stop signs), and similar improvements, as shown on the set of plans on which final approval and building permits are based.
5. All modifications to plans as specified by conditions of approval and all final design details, such as materials, colors, windows, doors, trim dimensions, and exterior lighting shall be submitted to and approved by the Planning Department, Planning Commission, or Historic Preservation Board prior to issuance of any building permits. Any modifications to approved plans after the issuance of a building permit must be specifically requested and approved by the Planning Department, Planning Commission and/or Historic Preservation Board in writing prior to execution.
6. Final grading, drainage, utility, erosion control and re-vegetation plans shall be reviewed and approved by the City Engineer prior to commencing construction. Limits of disturbance boundaries and fencing shall be reviewed and approved by the Planning, Building, and Engineering Departments. Limits of disturbance fencing shall be installed, inspected, and approved prior to building permit issuance.
7. An existing conditions survey identifying existing grade shall be conducted by the applicant and submitted to the Planning and Building Departments prior to issuance of a footing and foundation permit. This survey shall be used to assist the Planning Department in determining existing grade for measurement of building heights, as defined by the Land Management Code.
8. A Construction Mitigation Plan (CMP), submitted to and approved by the Planning, Building, and Engineering Departments, is required prior to any construction. A CMP shall address the following, including but not necessarily limited to: construction staging, phasing, storage of materials, circulation, parking, lights, signs, dust, noise, hours of operation, re-vegetation of disturbed areas, service and delivery, trash pick-up, re-use of construction materials, and disposal of excavated materials. Construction staging areas shall be clearly defined and placed so as to minimize site disturbance. The CMP shall include a landscape plan for re-vegetation of all areas disturbed during construction, including but not limited to: identification of existing vegetation and replacement of significant vegetation or trees removed during construction.
9. Any removal of existing building materials or features on historic buildings shall be approved and coordinated by the Planning Department according to the LMC, prior to removal.

10. The applicant and/or contractor shall field verify all existing conditions on historic buildings and match replacement elements and materials according to the approved plans. Any discrepancies found between approved plans, replacement features and existing elements must be reported to the Planning Department for further direction, prior to construction.
11. Final landscape plans, when required, shall be reviewed and approved by the Planning Department prior to issuance of building permits. Landscaping shall be completely installed prior to occupancy, or an acceptable guarantee, in accordance with the Land Management Code, shall be posted in lieu thereof. A landscaping agreement or covenant may be required to ensure landscaping is maintained as per the approved plans.
12. All proposed public improvements, such as streets, curb and gutter, sidewalks, utilities, lighting, trails, etc. are subject to review and approval by the City Engineer in accordance with current Park City Design Standards, Construction Specifications and Standard Drawings. All improvements shall be installed or sufficient guarantees, as determined by the City Engineer, posted prior to occupancy.
13. The Snyderville Basin Water Reclamation District shall review and approve the sewer plans, prior to issuance of any building plans. A Line Extension Agreement with the Snyderville Basin Water Reclamation District shall be signed and executed prior to building permit issuance. Evidence of compliance with the District's fee requirements shall be presented at the time of building permit issuance.
14. The planning and infrastructure review and approval are transferable with the title to the underlying property so that an approved project may be conveyed or assigned by the applicant to others without losing the approval. The permit cannot be transferred off the site on which the approval was granted.
15. When applicable, access on state highways shall be reviewed and approved by the State Highway Permits Officer. This does not imply that project access locations can be changed without Planning Commission approval.
16. Vesting of all permits and approvals terminates upon the expiration of the approval as defined in the Land Management Code, or upon termination of the permit.
17. No signs, permanent or temporary, may be constructed on a site or building without a sign permit, approved by the Planning and Building Departments. All multi-tenant buildings require an approved Master Sign Plan prior to submitting individual sign permits.
18. All exterior lights must be in conformance with the applicable Lighting section of the Land Management Code. Prior to purchase and installation, it is recommended that exterior lights be reviewed by the Planning Department.

April 2007



DATE: September 3, 2015

TO HONORABLE MAYOR AND COUNCIL

Representatives of Ted Sommer approached the City about a possible property transaction for the 14.35 acres, located adjacent to the Rail Trail, Chatham Crossing and above the Prospector commercial district. (Exhibit A- Map) The Citizens Open Space Advisory Committee (COSAC) has identified and recommended the Sommer Parcel to City Council as a possible open space acquisition due to its acreage and visible view shed above the Prospector area.

On August 20th, City Council approved a Real Estate Purchase Contract outlining the parameters of the acquisition.

In response to a request from the Sommer representatives to accelerate the timeline associated with the official Closing, staff seeks Council authorization to continue to move forward with the acquisition given the change in closing date.

Respectfully:

Heinrich Deters, Trails and Open Space Program Manager



City Council Staff Report

Subject: Purchase of the 14.35 acre Ted Sommer parcel located immediately south of the Rail Trail in the Prospector Area.
Author: Heinrich Deters
Department: Sustainability Department
Date: September 3, 2015
Type of Item: Administrative- Property Purchase

Summary Recommendations:

Council should acquire the Ted Sommer Parcel in the amount of \$500,000.

Executive Summary:

Council should consider acquiring the 14.35 acre Sommer Parcel, which is located immediately south of the Rail Trail in the Prospector Area, for the amount of \$500,000.

Background:

Representatives of Ted Sommer have approached the City several times over the past two years inquiring about a possible property transaction for the 14.35 acres, located adjacent to the Rail Trail, Chatham Crossing and above the Prospector commercial district. (Exhibit A- Map) The Citizens Open Space Advisory Committee (COSAC) has identified and recommended the Sommer Parcel to City Council as a possible open space acquisition, due to its acreage and visible view shed above the Prospector area.

On August 20th, City Council approved a Real Estate Purchase Contract outlining the parameters of the acquisition.

Analysis:

Purchasing the Sommer Parcel: (PCA-3-3000)

Ted Sommer owns a 14.3 acre parcel above Prospector and immediately south of the Rail Trail, that he has previously expressed interest in listing publically for around \$750,000. The parcel is zoned Estate which provides for up to 4 single family units provided all zoning provisions are met.

After several years of negotiations, a price of \$500,000 has been agreed to, with the City covering all closing costs associated with the transaction.

The parcel holds significant open space value, as the hillside acreage is visible throughout much of town.

The property does not have access from an adjacent City street and is considered landlocked, thus, securing access to the parcel will need to be addressed in the future. Additionally approximately half an acre, adjacent to the Rail Trail and Silver Creek may be impacted with wetlands.

Closing Timeline

Representatives of Ted Sommer have asked the City if the closing date for the property be moved up due to concerns associated with Mr. Sommer. Staff is recommending this measure to accommodate the request.

Future Uses

The primary focus of the acquisition is for open space; however, Council may consider the property as a location for a small affordable housing project or park. That said, staff recommends utilizing both open space and affordable housing funds to acquire the parcel.

Due Diligence

Staff procured a Phase I Environmental Assessment that meets the CERCLA standard of “All Appropriate Inquiry” as part of the City’s due diligence. This will help ensure the City is a “bona fide prospective purchaser” of this property, which means the City would not be responsible to EPA for any contamination under CERCLA. The property is within the City’s soils ordinance boundary and will be regulated within the existing ordinance parameters.

Staff has received and reviewed the Seller’s disclosure form, as well as, the title report for the property and is recommending Council to move forward with the acquisition.

Department Review:

This report has been reviewed by the Budget, Sustainability, Legal and Executive Departments and their comments have been included.

Significant Impacts:

	World Class Multi-Seasonal Resort Destination (Economic Impact)	Preserving & Enhancing the Natural Environment (Environmental Impact)	An Inclusive Community of Diverse Economic & Cultural Opportunities (Social Equity Impact)	Responsive, Cutting-Edge & Effective Government
Which Desired Outcomes might the Recommended Action Impact?	+ Internationally recognized & respected brand + Balance between tourism and local quality of life	+ Abundant preserved and publicly-accessible open space + Managed natural resources balancing ecosystem needs		
Assessment of Overall Impact on Council Priority (Quality of Life Impact)	Positive 	Very Positive 	Neutral 	Neutral 
Comments:				

Funding Source:

Staff is recommending Council utilize RCST open space funds and affordable housing funds to acquire the property.

Recommendation:

Council should acquire the Ted Sommer Parcel in the amount of \$500,000.

Exhibit A- Sommer Parcel Map

Sommer Parcel





DATE: September 3, 2015

TO HONORABLE MAYOR AND COUNCIL

The 2013 Pipelines Project Segment B addresses, in part, requirements of the Stipulated Compliance Order (SCO) entered into by the Division of Water Quality and Park City Municipal. This staff report includes a recommendation for an amendment to the existing construction agreement with COP Construction for Change Order No. 5. The change order addresses pipeline design/construction modifications and provides raw water screening and settling improvements to meet SCO requirements for Segment B (the Judge Tunnel pipeline).

Respectfully:

Roger McClain, Water Engineer



City Council Staff Report

Subject: WATER CONVEYANCE - 2013 PIPELINES PROJECT,
SEGMENT B
CONSTRUCTION AGREEMENT - AMENDMENT NO. 3

Author: Griffin Lloyd, Water Project Manager

Department: Public Utilities

Date: September 3, 2015

Type of Item: Administrative

Summary Recommendations:

Staff recommends Council authorize the City Manager to execute an Amendment to the 2013 Pipelines Project Construction Agreement, Segment B, in a form approved by the City Attorney, with Cop Construction LLC., as Change Order No. 5 for an increase to the contract in an amount not to exceed \$247,099.78, for a total contract amount not to exceed \$4,533,045.38

Executive Summary

The 2013 Pipelines Project Segment B addresses, in part, requirements of the Stipulated Compliance Order (SCO) entered into by the DWQ and PCMC. This staff report includes a recommendation for an amendment to the existing construction agreement with COP Construction for Change Order No. 5. The change order addresses pipeline design/construction modifications and provides raw water screening and settling improvements to meet SCO requirements for Segment B (the Judge Tunnel pipeline).

Acronyms and Abbreviations:

Construction Agreement: CA
HDPE – High-Density Polyethylene
PCMC – Park City Municipal Corporation
PSI – Pounds per square inch
SCO – Stipulated Compliance Order
STAG – State and Tribal Assistance Grants
USEPA – United States Environmental Protection Agency

Background:

DWQ and PCMC entered into a Stipulated Compliance Order (SCO) which requires Park City to develop and implement a plan under an Integrated Framework, generally, by first addressing discharges at the Judge Tunnel, followed by Spiro Tunnel discharges at a later date. The 2013 Pipelines Project, Segment B improvements, in conjunction with additional raw water conveyance and treatment improvements, will facilitate the treatment of Judge Tunnel source water and, in part, the City's compliance with the SCO.

On August 4, 2014 Council authorized the City Manager to execute a Construction Agreement in the amount of \$3,452,615 with COP Construction, LLC., to construct Segment B (Judge Tunnel Portal to the Spiro Water Treatment Plant) of the 2013 Pipelines Project. The work consists of approximately 3 miles of 12, 14, and 16-inch diameter potable and raw waterlines and appurtenances and has a two year construction period. The project is funded by Park City with assistance from the USEPA through the State and Tribal Assistance Grants (STAG) program.

The following is a summary of previously approved change orders to the contract:

Change Order 1 (CA Amendment No. 1):

Realigned the pipeline into Norfolk Avenue and 9th Street to address easement negotiations. The realignment of the pipeline resulted in a contract price increase of \$461,128.15.

Change Order 2:

Reconciled bid item quantities with installed quantities for end of year accounting purposes. The change order resulted in a zero net price change to the contract.

Change Order 3 (CA Amendment No. 2):

Realigned the pipeline across the Park City Golf Course, along Three Kings Drive, and extending to the Spiro Water Treatment Plant. The change order work resulted in a contract price increase of \$372,202.45.

Change Order 4:

Addressed contractor claims for work associated with differing site conditions and reconciled bid item quantities with installed quantities. Acceptable claims were deducted from the contract allowance lump sum bid item amount. Each differing site condition claim was reviewed by the Water Project Manager. Examples of the claims include: repair of unacceptable existing material in pavement areas, water valve replacement, water line conflicts, and storm drain conflicts/repairs. The change order resulted in a zero net price change.

Proposed Change Order 5:

The proposed change order contains the following elements:

1. Empire Tank Site Improvements (Screening and Tank Piping Changes):

As part of the Stipulated Compliance Order, during the interim discharge period to the stream (until treatment is in place) improvements are required to provide primary screening and enhanced settling of the Judge Tunnel water at the existing Empire Tank site. The improvements include: 1) adding automated screening equipment inside the Empire Valve Building and a connection to the sanitary sewer for the discharge of debris from the screen; 2) re-purposing the Empire Tank from a storage tank to a settling basin. This requires tank piping modifications, and; 3) constructing a detention basin to capture Empire Tank overflow and drain lines prior to discharge to the stream. Total construction price the improvements is \$186,109.63.

2. King Road to Quit 'n Time Ski Run (Open Cut)

Three unsuccessful attempts, due to subsurface geologic conditions, were made to directional drill this segment of the Judge pipeline. To complete the pipeline

segment, open trench installation was required. The open cut work is to be performed under a force account, time and materials, basis. The total estimated additional cost for this work, which reflects a credit for the unused portion of the directional drilling line item, is \$50,000.

3. Three Kings Air-Vac Electrical:

Heat-tracing of the air-vac on the raw water line is required to prevent freezing which would have significant consequences. Rocky Mountain Power has now determined the closest available power supply location. The change order work includes installation of conduit, meter base, heat trace wire, and connection to the existing power supply by the contractor. Total cost for this item is \$8,653.18.

4. Fiber Conduit from Woodside Tank to Daly Pump Station:

Based on the SCADA Radio Path and Telemetry Study, fiber optic communications is required between the Woodside Tank and Daly Pump Station. To benefit from current Judge pipeline construction activities between Woodside Tank and Daly Pump Station, a fiber conduit will be added in the raw water line trench. Fiber optic wiring is to be installed as part of the SCADA contract. Total cost to install the conduit is \$2,336.97.

Analysis:

The project engineer, Bowen Collins & Associates, and City staff have reviewed the contractor's price proposals and determined that the amount is a fair value for the proposed construction work. Staff is also prepared to track and document all time and material work and associated accrued costs.

Proposed Change Order Number 5 is provided as Exhibit A to the Staff Report. Staff recommends approval of Change Order No. 5.

Department Review:

This report has been reviewed by representatives of Public Utilities Department, the City Attorney's Office, and the City Manager's Office and their comments have been integrated into this report.

Alternatives:

A. Approve:

Council could approve the staff recommendation.

B. Deny:

Council could deny staff's recommendation. Under the conditions of the Stipulated Compliance Order, after December 1, 2015 the change order work associated with the Empire Tank improvements could result financial penalties to the City until the improvements are completed.

C. Modify:

Council could modify the staff recommendation. This would delay the project and depending on the modifications it could result the City's failure to meet SCO requirements.

D. Continue the Item:

Delay could impact the item. This would delay the project.

E. Do Nothing:

Staff does not recommend this alternative. Doing nothing with the request will have the same outcome as denying the request.

Significant Impacts:

	Preserving & Enhancing the Natural Environment (Environmental Impact)	Responsive, Cutting-Edge & Effective Government
Which Desired Outcomes might the Recommended Action Impact?	<ul style="list-style-type: none"> + Managed natural resources balancing ecosystem needs + Enhanced water quality and high customer confidence + Adequate and reliable water supply + Reduced municipal, business and community carbon footprints 	<ul style="list-style-type: none"> + Fiscally and legally sound + Well-maintained assets and infrastructure + Streamlined and flexible operating processes
Assessment of Overall Impact on Council Priority (Quality of Life Impact)	<p>Positive</p> 	<p>Positive</p> 
Comments:		

Funding Source:

The funding for the project is from water service fees and is part of the proposed 5-year Water CIP. Park City has secured financing assistance from the USEPA State and Tribal Assistance Grants (STAG) program for the project for up to \$1,973,200 on a matching basis. The total contract price including with this proposed amendment exceeds the total amount eligible for the STAG contribution, therefore this change order amount will not be eligible for the STAG contribution.

Consequences of not taking the recommended action:

The project is critical to meeting the SCO. Not taking the recommended action could result in financial impacts to the City.

Recommendation:

Staff recommends Council authorize the City Manager to execute a Construction Agreement Amendment for Change Order No. 5, in a form approved by the City Attorney, with COP Construction LLC., for an increase to the contract in an amount not to exceed \$247,099.78, for a total contract amount not to exceed \$4,533,045.38.

Exhibits:

Exhibit A – Change Order No. 5 Cost Breakdown

**Exhibit A
Change Order Cost Breakdown**

Order No. 05

Date: 09/03/15

NAME OF PROJECT: 2013 Pipelines Project – Segment B

PROJECT NUMBER: 155-12-01

CONTRACTOR: COP Construction, LLC.

CONTRACT DATE: August 4, 2013

The following changes are hereby made to the CONTRACT DOCUMENTS:

Empire Tank Site Improvements

Amiad 14" ABF 6000 with backwash assist pump	\$37,875.63
Pipe and Building modifications for screening.....	\$98,234.00
Empire Tank Piping and Detention modifications.....	\$50,000.00
Total	\$186,109.63

King Road to Quit 'n Time Ski Run (Open Cut)

Time and Material adjustment	Total	\$50,000.00
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Three Kings Air Release Valve Electrical

Electrical and Heat Trace	Total	\$8,653.18
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Fiber Conduit (Woodside Tank to Daly Pump Station)

Install 2" HDPE Conduit	Total.....	\$2,336.97
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Total Change to CONTRACT PRICE: Increase.....\$247,099.78

Original CONTRACT PRICE:\$3,452,615.00

Current CONTRACT PRICE adjusted by previous

CHANGE ORDER(S).....\$4,285,945.60

The new CONTRACT PRICE including this

CHANGE ORDER is\$4,533,045.38

The CONTRACT TIME is increased by 0 calendar days.

The CONTRACTOR agrees to furnish all labor and materials and perform all work as necessary to complete the change order items for the price named herein, which includes all supervision and miscellaneous costs. This change order constitutes full and mutual accord and satisfaction for all time and all costs related to this change. By acceptance of this change order the CONTRACTOR agrees that the change order represents an equitable adjustment to the Contract, and further agrees to waive all right to file a claim arising out of or as a result of this change. This document becomes part of the Contract Documents, and all provisions will apply hereto, upon approval by the OWNER.

Accepted:

CONTRACTOR Date

Approved:

OWNERS PROJECT MANAGER Date



DATE: September 3, 2015

TO HONORABLE MAYOR AND COUNCIL

This staff report recommends approval of a third addendum to the existing Professional Services Agreement with CH2M to provide design services to incorporate filtration into the Park Meadows Well treatment process to meet the Division of Drinking Water's compliance agreement/enforcement order. The design services will also include Park Meadows and Divide Well wellhouse upgrades to address source reliability, security- and energy management issues.

Respectfully:

Roger McClain, Water Engineer



City Council Staff Report

Subject: Engineering Services for a Well Source Alternatives Assessment Professional Services Agreement, CH2M Hill Engineers, Inc.
Third Addendum - Park Meadows Well Filtration Project Design Services

Author: Roger McClain, Water Engineer

Department: Public Utilities

Date: September 3, 2015

Type of Item: Administrative

Summary Recommendations:

Staff recommends Council authorize the City Manager to execute the Third Addendum for the Well Source Alternatives Assessment Professional Services Agreement (PSA) with CH2M Hill Engineers (CH2M), in a form approved by the City Attorney, for Park Meadows Well Filtration design services for an amount of \$292,100, which is an increase to the current contract amount of \$56,566, for a total contract amount not to exceed \$348,666.

Executive Summary:

The Park Meadows Well was declared by the Division of Drinking Water (DDW) to be groundwater under the influence of surface water (GWUDI). On September 29, 2014 a Compliance Agreement/Enforcement Order (CA/EA) was executed by DDW requiring filtration to be added to the existing well treatment process or removal of the well from the potable water system. Through an alternatives analysis with CH2M, adding filtration is determined to be the best alternative to provide potable water source supply and redundancy for the City.

This staff report includes a recommendation for an addendum to the existing PSA with CH2M to provide design services to incorporate filtration into the Park Meadows Well treatment process to meet the DDW compliance agreement/enforcement order. The design services will also include Park Meadows and Divide Well wellhouse upgrades to address source reliability, security- and energy management issues.

Acronyms and Abbreviations in this Report:

The following acronyms and abbreviations have been used in this report:

CH2M:	CH2M Hill Engineers, Inc.
City:	Park City Municipal Corporation
CA/EA:	Compliance Agreement/Enforcement Order
DDW:	Division of Drinking Water
GWUDI:	Ground Water Under the Direct Influence of Surface Water
MPA:	Microscopic Particulate Analysis

PSA: Professional Services Agreement
RFQ: Request for Qualifications
Ultraviolet Light: UV

Background:

During DDW’s triennial water system Sanitary Survey in 2012, DDW recognized the previous DDW administration misapplied its own rules when it issued the 2006 Operating Permit with UV and chlorine disinfection only. In spring 2014 DDW collected microscopic particulate analysis (MPA) samples again to verify that the well is influenced by surface water. The testing results reaffirmed that the Park Meadows Well is influenced by surface water. Both parties agreed, through a CA/EA, that if the well is to be used as a potable water source filtration must be added to meet GWUDI DDW rule requirements.

The CA/EA includes interim testing and reporting requirements, milestones for well improvements, and a completion deadline to bring the well into compliance with current DDW rules and regulations for potable water use. DDW and City staff determined that interim use of the well should not jeopardize public health; however, increased water sampling of the treated well water has been instituted until filtration improvements are in place.

In advance of the spring MPA sampling, the Water Department issued a RFQ for an evaluation of Park Meadows Well source use alternatives, associated cost comparisons, and, if needed, provision of design and construction related engineering services for treatment modifications or well conversion to non-potable use. CH2M was selected to provide engineering services and on March 27, 2014, the City Manager executed a PSA with CH2M in an amount of \$56,566. The staff report for the original agreement can be found at:

<http://www.parkcity.org/Modules/ShowDocument.aspx?documentid=14558>

Alternatives Evaluation:

The Park Meadows Well is an integral part of the City’s existing water source portfolio; therefore, staff has evaluated it with respect to the City’s ability to meet water source demands, source redundancy, strategic goals, and the well production performance. CH2M was tasked to evaluate, at a concept level, improvements and associated costs required for multiple well use alternatives including:

- On-site treatment improvements required to bring the well into compliance with GWUDI requirements
- Well water conveyance to and treatment at off-site locations (existing treatment facilities)
- Conversion of the well to non-potable irrigation use at various locations

Based on staff’s analysis and consideration of CH2M’s findings, staff recommends on-site treatment upgrades for the Park Meadows Well to meet DDW potable use rules.

Proposed Services:

Based on the on-site treatment alternative recommendation, staff requested a scope of services and fee proposal from CH2M to provide design services to add filtration to the Park Meadows Well treatment process to meet DDW rules and the DDW CA/EA.

The Park Meadows Well shares the site with the existing Divide Well, located south of Holiday Ranch Road adjacent to the Park City Municipal dirt jump park and each well has an individual wellhouse. Based on CH2M's concept analysis, it is anticipated that the existing Park Meadows wellhouse space is not be adequate for the additional filtration equipment. To address these space limitations, staff also requested CH2M provide a scope of services proposal which addresses the site (both wells and wellhouses) in whole. The tasks include the following considerations:

- Design of the filtration system, meeting DDW requirements
- Possible consolidation of wellhouse structures
- Facility architecture and landscaping upgrades harmonious with the surrounding neighborhood
- Integration of renewable energy technology
- Incorporation of energy management in treatment process and building systems
- Emergency power
- Process and instrumentation improvements including UV system upgrades
- Evaluation of chlorination alternatives

Staff has reviewed and negotiated the scope and associated fee contained in CH2M's design services proposal. The total proposal, in an amount of \$292,100 provides a complete design for the Park Meadows Well site and is to be completed by the CA/EO deadline of September 30, 2016. A summary of the scope of services and fee estimate is included as Exhibits A and B to the Staff Report. The complete scope of services and fee structure will be included in the Third Addendum to the Well Source Alternatives Assessment PSA with CH2M for Park Meadows Well Filtration design services.

Staff feels that the professional services rate structure and mark-ups are usual and customary with projects of this type, scope, and complexity and is recommending authorization of the Third Addendum to the PSA.

The following is a summary of prior approved PSA addenda:

CH2M PSA - First Addendum

To agree with the City's revised project timeline, on May 8, 2014 a First Addendum was executed by the City Manager to extend the terms of the original agreement at no additional cost to the contract.

CH2M PSA - Second Addendum

To agree with the compliance order and the City updated project timeline, on November 13, 2014 a Second Addendum was executed by the City Manager to extend the terms of the original agreement at no additional cost to the contract.

Department Review:

This report has been reviewed by representatives of Public Utilities, City Attorney’s Office, and the City Manager’s Office. Comments have been integrated into this report.

Alternatives:

A. Approve:

Council could approve the staff recommendation.

B. Deny:

Council could deny staff’s recommendation. Under the conditions of the compliance order, staff would be required to immediately cease use of the well as a potable water source. The well could not be used for potable water until it is brought into compliance with DDW treatment regulations. The well could continue to be used as a non-potable water source.

C. Modify:

Council could modify the staff recommendation. This would delay the project and depending on the modifications it could require use of the well, as a potable water source, to cease immediately.

D. Continue the Item:

Council could continue this item. This would delay the project.

E. Do Nothing:

Staff does not recommend this alternative. Doing nothing with the requests will have the same outcome as denying the requests.

Significant Impacts:

	Preserving & Enhancing the Natural Environment (Environmental Impact)	Responsive, Cutting-Edge & Effective Government
Which Desired Outcomes might the Recommended Action Impact?	<ul style="list-style-type: none"> + Managed natural resources balancing ecosystem needs + Enhanced water quality and high customer confidence + Adequate and reliable water supply + Reduced municipal, business and community carbon footprints 	<ul style="list-style-type: none"> + Fiscally and legally sound + Well-maintained assets and infrastructure + Streamlined and flexible operating processes
Assessment of Overall Impact on Council Priority (Quality of Life Impact)	Very Positive 	Very Positive 
Comments:		

Funding Source:

The funding for the Third Addendum is from water service fees and is included in the approved 5-year Water CIP.

Consequences of not taking the recommended action:

The project is critical to meeting source demands. Not taking the recommended action would impact source redundancy and peak season potable water delivery.

Recommendation:

Staff recommends Council authorize the City Manager to execute the Third Addendum for the Well Source Alternatives Assessment Professional Services Agreement (PSA) with CH2M Hill Engineers (CH2M), in a form approved by the City Attorney, for Park Meadows Well Filtration design services for an amount of \$292,100, which is an increase to the current contract amount of \$56,566, for a total contract amount not to exceed \$348,666.

Exhibits:

- Exhibit A Park Meadows Well Filtration Project Design Services - Scope of Services
- Exhibit B Park Meadows Well Filtration Project Design Services – Fee Summary

EXHIBIT A
Park Meadows Well Filtration Project Design Services - Scope of Services
CH2M Hill Engineers, Inc.

**THIRD ADDENDUM TO PARK CITY MUNICIPAL CORPORATION
SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT**

Exhibit A – Scope of Services

Park City Municipal Corporation

Engineering Services for the Park Meadows Well Filtration Project

This Scope of Work is the Third Addendum to the SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT (AGREEMENT) between Park City Municipal Corporation (PCMC or City) and CH2M HILL ENGINEERS, Inc. (ENGINEER or Service Provider). The work covered under this scope includes preliminary and final design services for the Park Meadows Well Filtration Project (“Project”).

Scope of Services

PCMC has elected to implement filtration at the Park Meadows well to meet its designation as a Ground Water Under the Direct Influence of Surface Water (GWUDI).

The modifications are intended to meet compliance with the Utah Department of Environmental Quality (DEQ), Division of Drinking Water (DDW), requirements pertaining to treatment and the compliance timeframe. Coordination between PCMC and ENGINEER will be required to minimize impacts on system production and redundancy during construction.

The services to be provided are categorized into the following tasks and subtasks. Tasks 1 and Tasks 2 were include in the original Addendum A- Scope of Services. Task 3, Task 4, and Task 5 will be added as part of this ADDENDUM.

Amended Task 1—Project Setup and Project Management

The purpose of this task is to provide for the initiation and overall management of Project activities. A revised overall schedule and work plan will be implemented so that work activities are completed in a properly integrated and timely manner. In addition, this task includes those elements necessary to properly manage, lead, and control the Project.

- **Schedule**—Prepare and provide periodic updates to the Project Schedule (in a bulleted Milestone list format) showing preliminary dates for deliverables and anticipated dates for workshops, QC reviews, meetings, and submittals.
- **Status Reporting**—Monitor budget, progress, and schedule. Monitor work efforts and evaluate actual versus planned progress. Supervise the Project team and identify actions needed to maintain the Project schedule. Changes in scope will be communicated to OWNER. Provide monthly progress reports to OWNER’s project manager.
- **Administration**—Maintain Project records, manage and process Project communications, coordinate Project administrative matters, and prepare monthly invoice.
- **Coordination**—Coordinate tasks/subtasks with OWNER and project staff, to complete authorized work on schedule and within budget.
- **Staff Management**—Supervise and control activities of staff assigned to the Project. Coordinate and schedule appropriate staffing to meet Project requirements.
- **Workshop and Meeting Preparation**—Make arrangements for and coordinate the scheduled Project workshops and Project team meetings.

- Quality Control Review, Coordination, and Response—Implement and carry out a quality assurance/quality control (QA/QC) program. ENGINEER will coordinate the participation of senior reviewers and perform internal QC review of work products at appropriate points in the Project. Formal internal QC review of work products will be performed prior to sending deliverables to OWNER for review.
- CAD/CAE Standards—Determine CAD/CAE software standards, graphic standards, file naming conventions and standards, revision/iteration control, and other graphic standards.
- Change Management Plan—Prepare a change management plan that addresses the schedule and budget impacts of additional efforts required to complete the deliverables for the final engineering design phase of the work on this Project. When necessary, this plan will be implemented to review with OWNER proposed additional work associated with engineering scope modifications, with authorization to proceed with the modifications after agreement by both parties as to the schedule and budget impacts.

Project Kickoff Meeting

ENGINEER shall conduct a Project Kickoff Meeting in conjunction with commencement of engineering activities. Included in the Kickoff Meeting will be key Project team members of ENGINEER and OWNER.

During the Kickoff Meeting, participants will:

- Present and discuss the proposed Project and the scope of work items that need to be completed to define the Project to be designed and constructed. The engineering scope of work shall be as approved by OWNER, as defined herein.
- Discuss and confirm plant design capacity and operation modes.
- Review and discuss desired overall plant and equipment/systems operations.
- Review status of information to be provided by PCMC including water quality data, site survey, property lines, and easement information; determine information gaps, and an approach and schedule for obtaining desired information.
- Discuss PCMC preferences for equipment and suppliers.
- Discuss PCMC contracted project consultants.
- Review and discuss the proposed preliminary engineering and overall Project schedules.

It is anticipated that a maximum of one 4-hour meeting held in Park City, UT, will be required for this subtask. Up to three (3) members of ENGINEER's team will participate in the workshop. A meeting summary will be prepared and distributed after the meeting.

Deliverables

- Project Kickoff Meeting Agenda and Minutes, submitted electronically
- Milestone Schedule Updates
- Change Management Plan
- Progress Reports
- Invoices

Task 2 – Alternatives Assessment

No additional work associated with Task 2 will be required as part of this Addendum.

Task 3 –Conceptual Planning and Preliminary Design

Two main deliverables will be created through this Task:

- Park Meadows Well Source Concept Plan, which will be submitted to Utah DDW no later than December 31st, 2015, and
- Preliminary Engineering Report

To support these deliverables, Task 3 focuses on bag/cartridge filtration equipment alternatives, DDW treatment process approval, and preliminary design of the well facility modifications, maintenance facility, and backup generator facility.

This task includes coordinating with PCMC staff and DDW, preparing necessary protocols required for technology approval, and facilitating validation testing for the proposed bag/cartridge filtration treatment process.

At the conclusion of this phase, the basis of design will be summarized in a Preliminary Engineering Report (PER). The PER will at minimum include a 30% design including the preferred alternative layout and a site layout. The Class 5 cost estimate for bag/cartridge filtration presented in the *Park Meadows Well Source Alternative Assessment* will be revised and updated, and a preliminary construction schedule will be prepared.

The sub tasks associated with Task 3 are discussed below:

Subtask 3.1— Conceptual Design Phase

The goal of the Conceptual Design Phase will be to perform the necessary work to prepare the Park Meadows Well Source Concept Site Plan. The following work elements will be completed to provide the requisite information required for this plan:

Data Review, Regulatory Requirements, and Water Quality

ENGINEER will identify, describe, and document the drinking water regulations that apply to the Park Meadows water source and treatment facility. In addition, ENGINEER will review and document raw water quality data and particle size data provided and will work with PCMC to confirm the minimum, normal, and maximum flows to be treated. Finished water requirements and goals for the Park Meadows Well Filtration facility will be identified and documented.

Treatment Process Selection and Process Design Criteria

ENGINEER will develop and summarize the process design criteria associated with production of drinking water that will meet compliance with applicable regulations, including the Long-Term 2 Enhanced Surface Water Treatment Rule (LT2ESWTR). The criteria developed will be used to confirm that the treatment process envisioned is capable of treating up to 1,000 gallons per minute (gpm) of water provided by the Park Meadows well.

It is anticipated that the key project areas will be discussed and resolved as part of this work task:

- SCADA integration, PLC Upgrade
- Disinfection benchmarking for Park Meadows well supply
- Disinfection evaluation for Park Meadow Well Supply, including filtration credit, UV credits, and CT credits under two conditions:
 - Park Meadows well only
 - Park Meadows well and Divide Well
- Hydraulic system analysis for both Park Meadows and Divide Well
- Yard Piping at the Park Meadows and Divide wells locations, including reconfiguration of pump to waste and finished water transmission system to Boothill Tank
- Bag/cartridge filtration for Park Meadows well supply

- UV disinfection for Park Meadow well supply
- Chlorine addition for both well supplies to meet regulatory disinfection requirements

Equipment Vendor Selection

ENGINEER will attend one regulatory compliance meeting with DDW to review the previously permitted bag/cartridge filtration systems and to discuss regulatory compliance requirements.

- ENGINEER will evaluate approved DDW bag/cartridge filter technologies. It is assumed that the evaluation will include at a minimum Graver and Harmsco filters and up to three other manufacturers for a maximum of four DDW-approved bag/cartridge filters.
- ENGINEER will develop validation protocol for the selected bag/cartridge filtration vendor.
- ENGINEER will facilitate validation testing in accordance with the approved validation protocol. ENGINEER will review validation report to confirm compliance with the written protocol.
- All laboratory testing and analyses costs associated with validation testing, as necessary, shall be paid directly by PCMC.

Ultraviolet Disinfection System

ENGINEER will document the following required modifications to the existing ultraviolet (UV) disinfection system:

- Compliance with the 2006 Ultraviolet Disinfection Guidance Manual for the Final Long Term 2 Enhanced Surface Water Treatment Rule
- Enabling the UV disinfection system to respond according to the online UV transmittance (UVT) analyzer
- Providing ability to achieve and report the regulatory required levels of disinfection
- Incorporating an action spectra correction factor (ASCF) to accommodate the inactivation response of Cryptosporidium for medium pressure (MP) UV disinfection systems

Deliverables

- Agenda and Meeting Minutes for DDW regulatory compliance meeting
- Draft and Final validation protocol for selected filtration technology, submitted to PCMC in electronic format
- Concept Site Planning Document. This document is required to meet PCMC's Bilateral Compliance Agreement with DDW. This Technical Memorandum will include a process flow diagram (indicating process redundancy items), a process and instrumentation drawing indicating chemical addition points and controls, regulation compliance strategy, and log removal for well sources.
 - Engineer shall provide one (1) Microsoft Word file, and one (1) Adobe PDF electronic copy of the Draft Concept Site Planning Technical Memorandum sent to OWNER for review.
 - Two(2) spiral bound hard copies, one (1) Microsoft Word file, and one (1) Adobe PDF electronic copy of the Final Concept Site Planning Technical Memorandum sent to OWNER.

Subtask 3.2—Preliminary Engineering

ENGINEER will build on the Conceptual Design and develop the 30% preliminary engineering design for the Project, which is intended to define the major elements of the project in sufficient detail to serve as

a basis for the detailed design phase of the project and to facilitate development of a preliminary cost estimate. The following subtasks describe the major work elements, activities, and deliverables associated with the preliminary engineering phase of the Project.

Chemical Systems

ENGINEER will develop and document the design criteria associated with sodium hypochlorite application at the well house. A preliminary level analysis of on-site hypochlorite generation compared to bulk sodium hypochlorite delivery will be performed. Evaluation will include space-planning requirements for on-site hypochlorite generations system assuming system is constructed with the cartridge/ bag system and as a standalone project to be executed at a later date.

Park Meadows Well Filtration Building and Building Systems Design Criteria

ENGINEER will perform building code analysis and develop design criteria for building design which will meet applicable planning and zoning codes. A preliminary site layout, process layout, and building elevations will be developed.

The results of Sub-task 3.3, Energy Management Services, will be incorporated in to the building systems design criteria.

Project Implementation Plan

ENGINEER will develop a project implementation plan for the new facility which aligns with the PCMC's Bilateral Compliance Agreement with DDW. The plan will include the equipment procurement strategy for major equipment, such as filtration equipment and generators. The plan will also include the project schedule, key constructability issues, seasonal construction shut-downs for operations, and a plan to transition from the existing Divide and Park Meadows well houses to the new facility. The plan will include the coordination necessary with the State to meet drinking water regulatory compliance schedules.

Preliminary Construction Cost Estimate

ENGINEER will furnish construction cost estimating services as indicated below. Estimates will be prepared to the level of accuracy based on the information available, within normal industry standards. Estimates will be formatted in accordance with the Project design Construction Specifications Institute (CSI) specification format. Where sufficient detailed information is lacking to obtain reasonably accurate quantities of materials, judgmental allowances will be used to provide an opinion of the estimated construction costs.

Allowance for landscaping to be provided by PCMC.

ENGINEER will revise previously provided Class 5 preliminary construction cost estimate for the bag/cartridge filtration alternative at the Park Meadows well and associated improvements.

Preliminary Design Report

ENGINEER will prepare and submit to PCMC a PER summarizing the above discussed items. ENGINEER will conduct a workshop to review and solicit comments from PCMC on the draft PER. Up to three (3) members of ENGINEER's team will participate in a 4-hour workshop with PCMC, to be held at PCMC's office in Park City, UT.

The Preliminary Design Report will be submitted to Utah DDW as part of the State's Plan Approval Process.

Site Survey and Mapping

PCMC will perform field surveying, aerial photography, and photogrammetric site mapping work to support preliminary and final design work associated with this Project.

PCMC will provide ENGINEER with the following information:

- Topographic and planimetric mapping files for use in preparation of engineering design drawings at a scale of 1"=20' with 1-foot contour interval contours, in CAD format
- InRoads format digital terrain model
- Excel spreadsheet with coordinate listings and descriptions of control points
- Color digital orthophoto imagery for use in preparation of engineering design drawings

Geotechnical Investigation

PCMC will provide a geotechnical report to serve as a basis for engineering purposes.

Deliverables

- One (1) Microsoft Word file, and one (1) Adobe PDF electronic copy of the Draft Preliminary Engineering Report sent to OWNER for review.
- Two (2) spiral bound hard copies, one (1) Microsoft Word file, and one (1) Adobe PDF electronic copy of the Final Preliminary Engineering Report sent to OWNER.

Subtask 3.3—Energy Management Services

As part of the Preliminary design effort, ENGINEER will evaluate the use and management of energy resources related to the well treatment facility, the maintenance facility, and the generator facility. Additionally, the ENGINEER will evaluate the use and management of energy resources related to the Park Meadows and Divide Well treatment processes. The goal of this task will be to incorporate the base line level of energy and resources currently being consumed and then demonstrate how the new facility compares to the existing facility. ENGINEER will perform the following energy management related services, as directed by PCMC, to compare the existing energy and resources used by the wells facilities to the new facility:

- Assist City in establishing site specific targets for Park Meadows and Divide Well facilities. Develop action plans including measuring and monitoring results;
- Evaluate current energy base line for Park Meadows and Divide Wells;
- Align operational and design program with energy management goals;
- Assist with the incorporation of energy efficiency into capital improvement decisions and prioritizing efforts;
- Evaluate designs or upgrades for energy efficiency and a lifecycle energy cost comparison including capital, operation and maintenance expenses;
- Evaluate the opportunity for operational flexibility in treatment processes to minimize energy consumption and peak energy loads under various flow conditions, both current and projected and integrate with system monitoring and control strategy;
- Development of a cost-benefit and associated financial benefit analysis that considers both capital expenditures and operating costs, including projected energy savings;
- ENGINEER will evaluate increasing the use of renewable energy technology and reducing energy costs by reducing or controlling energy use.
- Evaluate design concepts and building materials that minimize energy use and reduce fossil fuel consumption. Evaluation will include power monitoring options, on-line energy auditing technology, solar panels, HVAC optimization, and energy recovery systems

The results and conclusion of the above task will be included in the Preliminary Design Report, described in Task 3.2

Deliverables

- Agenda and Meeting Minutes for Energy Management Goal Setting Meeting

Task 4 – Final Design

ENGINEER will follow a multiphase process for the design delivery of final Contract Documents for the construction of the Project. The final design process includes deliverables for each step to provide information for review and provide for resolution of key issues before proceeding to the next phase. Therefore, this task will consist of four subtasks: (1) preparation of equipment procurement documents for direct purchase of major equipment by OWNER, (2) preparation of a design development submittal, (3) construction document preparation, and (4) Contract Document preparation. Subtasks 2 through 4 will generally be carried out sequentially. The information collected and the concepts defined in each consecutive step will form the basis for subsequent work.

Each phase of design will include specific deliverables, which are identified in the following subtasks. Internal QC reviews and Submittal Review Workshops with OWNER will be conducted to monitor the quality of the Project at critical design milestones as identified in the following subtasks. ENGINEER assumes that OWNER staff review comments will be submitted to ENGINEER during the Submittal Review Workshops identified herein.

Issue for Permit Documents (95 percent complete drawings and specifications) will be prepared for use by the OWNER for DDW and Park City Planning Commission permitting. Documents will consist of ENGINEER-furnished, General Requirements and Technical Specifications (Divisions 1 through 49), Drawings, and Standard Details. Technical Specifications, Drawings, and Standard Details will be stamped in accordance with Utah law and signed by licensed engineers of the appropriate disciplines.

Issue for Permit Documents will be revised as needed to incorporate review comments and Issue for Construction Documents (100 percent complete drawings and specifications) will be prepared for bidding.

Preliminary drawing list provided in Exhibit B.

Subtask 4.1—Bag/Cartridge Equipment Procurement

Given the physical constraints at the proposed WTP site and the limited number of vendors manufacturing bag/cartridge equipment that will fit within proposed water treatment plant (WTP) building, ENGINEER will design the bag/cartridge filtration systems around equipment that will be directly procured by OWNER during the final design phase of the Project. ENGINEER will prepare one procurement package consisting of bidding and contract requirements, conditions of the contract, and technical specifications, as required for OWNER to obtain bids and make final selection of bag/cartridge equipment for the Project. ENGINEER will work with the selected vendor to incorporate their equipment into the construction documents that ENGINEER prepares for the Project. Equipment procurement contracts initially signed by OWNER for the major equipment will likely be assigned by OWNER to the Construction Contractor at the start of construction. Specifically, ENGINEER will:

- Work with each equipment vendor to determine the scope of supply, equipment layout, ancillary system requirements, and approximate delivery schedule.
- Prepare technical specifications based on process requirements, design criteria, materials of construction, ancillary system requirements, power, and control requirements.

- Prepare procurement documents for use by OWNER in obtaining competitive bids for the equipment and for assigning purchased equipment to the Contractor.
- Review and evaluate bids received, work with OWNER to select the preferred bid for each equipment system, and make a recommendation of award.
- Finalize Agreement with the selected vendor based on bid documents.
- Review, provide comments, and resolve questions on preliminary shop drawings submitted by the selected vendor for this equipment.
- Layout bag/cartridge filter equipment on the Contract Drawings, based on detailed information provided by the selected vendor, and design/depict the required interfaces and support systems.
- Identify the specific items included in the vendor package on the Contract Drawings.

Deliverables

- Final Adobe PDF files of equipment procurement contract documents for the equipment package, submitted electronically to equipment vendor for signature
- Bid review and award recommendation

Subtask 4.2—Design Development (60 Percent)

In this phase, the Design Criteria developed and documented during the Conceptual Planning and Preliminary Design Task of the Project will be further developed. General, site civil, demolition, pipeline, architectural, structural, process mechanical, building mechanical, instrumentation, and electrical drawings will be developed during this phase to allow final detailing during the next phase of design (*i.e.*, the project design will be developed to the extent that significant design concepts are finalized at the conclusion of this phase).

During this phase of the project, ENGINEER will initiate the work required to identify and document construction sequencing and constraints for the project. ENGINEER will also determine if additional equipment, besides bag/cartridge systems, require a special procurement approach to allow the Project to be constructed during the desired time period.

60 Percent Submittal

- Cover, index, and legend drawings
- Preliminary hydraulic profile drawing
- Preliminary demolition drawings
- Preliminary site civil and yard piping drawings
- Preliminary architectural drawings associated with the proposed WTP building
- Preliminary structural drawings
- Preliminary building mechanical drawings
- Preliminary process mechanical equipment layout and piping drawings
- Preliminary process and instrumentation diagram (P&ID) drawings
- Preliminary electrical one line and motor control diagram drawings
- Draft specifications for major equipment

The 60 percent review submittal is intended to show the major design concepts and features of the Project and will be reviewed by ENGINEER's quality control (QC) review team simultaneous with review by OWNER.

Workshop

- 60 Percent Submittal Review Workshop: ENGINEER will conduct a review workshop with OWNER staff to present and discuss the major concepts and findings of the 60 percent submittal. ENGINEER

will receive OWNER's consolidated review comments at the workshop and will discuss outstanding issues. Major action items and decisions will be documented in meeting summary notes that will be distributed to OWNER and ENGINEER's design team. It is anticipated that a maximum of one 4-hour workshop, held in Park City, UT, will be required for this subtask.

Deliverables

- 60 Percent Submittal: 5 copies of the submittal to OWNER, including half size drawings (11-inch by 17-inch), and draft specifications for major equipment
- Workshop Agenda
- Workshop Meeting Summary Notes

Subtask 4.3—Issue for Permit Document Preparation (95 Percent)

ENGINEER will prepare 95 percent complete construction documents, which will be the basis for the final review submittal and construction cost estimate. This submittal will include the Contract Forms, Conditions of the Contract, General Requirements, Technical Specifications (Divisions 1 through 49), Drawings, and Standard Details necessary for executing a construction contract. Division 0 will be prepared by OWNER. The construction documents review package will include the general, demolition, site civil, yard piping, landscaping, architectural, structural, process mechanical, building mechanical, instrumentation, and electrical design drawings, standard details, and technical specifications necessary for obtaining project approvals, permits, and for constructing the Project. The 95 percent final review submittal is intended to be close to construction-ready and will be utilized for permitting purposes.

During this phase of the project, ENGINEER will complete the work required to identify the construction sequencing, coordinate delivery of major equipment, and describe construction constraints associated with the project and include the applicable requirements in the appropriate Division 1 specification section.

Issue for Permit Documents (95 Percent) Submittal

- Contract Requirement Specifications
- General Requirements Specifications
- Technical Specifications
- Construction Drawings issued for Permitting
- Standard Details
- Reference Documents

Workshops

- 95 Percent Submittal Review Workshop: ENGINEER's Project Manager will conduct a review workshop with OWNER staff to present and discuss the major concepts and findings of the 95 percent submittal. ENGINEER will receive OWNER's consolidated review comments at the workshop and will discuss outstanding issues. Major action items and decisions will be documented in meeting summary notes that will be distributed to OWNER and ENGINEER's design team. It is anticipated that a maximum of one 4-hour workshop, held in Park City, UT, will be required for this subtask.

Deliverables

- 95 Percent Submittal: 5 copies to OWNER, including specifications (Div. 0 – 49), half-size drawings (11-inch by 17-inch), and standard details (8-1/2-inch by 11-inch)
- Construction Cost Estimate: ENGINEER will furnish OWNER with a Class 2 estimate of construction costs approximately 3 weeks after delivery of the 95 percent submittal
- Workshop Agenda and Meeting Summary Notes

- Engineer will assist in the DDW Permit Application.

Subtask 4.4—Issue for Construction Document Preparation (100 Percent)

Following receipt of OWNER's (include DDW and City approval process) review comments and receipt of comments generated through permitting, ENGINEER will incorporate final review comments, as appropriate, and prepare the final, 100 percent complete Contract Documents for construction. ENGINEER will prepare 100 percent complete construction documents, which will be the basis for the bidding. The drawings will incorporate comment from Park City Planning Commission or DDW received during the previous phase.

Issue for Construction Documents (100 Percent) Submittal

- Contract Requirement Specifications
- General Requirements Specifications
- Technical Specifications
- Construction Drawings issued for Permitting
- Standard Details
- Reference Documents

Workshops

- 100 Percent Submittal Review Workshop: ENGINEER's Project Manager will conduct a review workshop with OWNER staff to present and discuss 100 percent submittal. ENGINEER will receive OWNER's consolidated review comments at the workshop and will discuss outstanding issues. Major action items and decisions will be documented in meeting summary notes that will be distributed to OWNER and ENGINEER's design team. It is anticipated that a maximum of one 4-hour workshop, held in Park City, UT, will be required for this subtask.

Deliverables

- 100 Percent Submittal: 5 copies to OWNER, including specifications (Div. 0 – 49), half-size drawings (11-inch by 17-inch), and standard details (8-1/2-inch by 11-inch)
- Workshop Agenda and Meeting Summary Notes

Task 5 –Allowance

Task 5 consists of a project allowance to be applied to any of the following activities, or any other activities as approved by PCMC's Project Manager, that may be required as part of this investigation:

- Additional workshops with PCMC

Additional Services

The services described below are not included in this Addendum. Time, scope, and fee have not been budgeted for the tasks listed hereunder.

- Office bidding services, services during construction, inspection, startup, and training services
- Additional workshops or field visits besides those listed above

Assumptions

The following assumptions were used in developing this Task Order and estimated fee for ENGINEER's services:

- OWNER will furnish to ENGINEER applicable data, drawings, and land ownership/easement records in OWNER's possession relating to ENGINEER's services on the Project.
- ENGINEER will reasonably rely upon the accuracy, timeliness, and completeness of the information provided by OWNER.
- OWNER will make its facilities accessible to ENGINEER, as required for ENGINEER's performance of its services.
- OWNER will give prompt notice to ENGINEER whenever OWNER becomes aware of any development that affects the scope or timing of ENGINEER's services.
- OWNER will examine information submitted by ENGINEER and render in writing or otherwise provide decisions in a timely manner.
- OWNER will furnish required information, provide comments on draft documents, and approve reports, drawings, and submittals to agencies in a timely manner.
- OWNER will coordinate all meetings and communications with local agencies having jurisdiction as they relate to ENGINEER's work
- OWNER will assist ENGINEER in developing exterior building elements and finishes which will be consistent with PCMC planning approvals. OWNER will provide sufficient information in order that architectural elements can be specified.
- The preliminary design cost estimates will be consistent with Class 5 estimates as defined by the Estimate Classification system of the American Association of the Advancement of Cost Engineering International (AACE International), formerly known as the American Association of Cost Engineers (AACE). The estimates will be developed without detailed engineering data and are considered approximate. Class 5 estimates are normally expected to be accurate within minus 50 percent to plus 100 percent. This range implies that there is a high probability that the final project cost will fall within the range.
- The final design cost estimates will be consistent with Class 2 estimates as defined by the Estimate Classification system of the American Association of the Advancement of Cost Engineering International (AACE International), formerly known as the American Association of Cost Engineers (AACE). Class 2 estimates are normally expected to be accurate within minus 15 percent to plus 20 percent.

EXHIBIT B
Park Meadows Well Filtration Project Design Services – Fee Summary
 CH2M Hill Engineers, Inc.

Exhibit B - FEE SUMMARY

EXHIBIT B-1:FEE BREAKDOWN

Description	Fee
Time and Materials: Task 1 Project Setup and Project Management	\$ 10,900
Time and Materials: Task 2 Alternatives Assessment	\$ 0
Time and Materials: Task 3 Conceptual Planning and Preliminary Design	\$ 84,100
Time and Materials: Task 4 Final Design	\$ 177,100
Time and Materials: Task 5 Allowance	\$ 20,000
<i>Total Consultant (including sub consultants) Labor, including mark-ups</i>	<i>\$ 280,100</i>
<i>Total Direct Costs, including mark-ups</i>	<i>\$ 12,000</i>
TOTAL FEE	\$ 292,100
Amount Remaining from Original Contract	(\$ 20,000)
TOTAL Fee Increase for Amendment 3	\$ 272,100

Note: Time and Materials based on EXHIBIT B-2

EXHIBIT B-2: PER DIEM RATE SCHEDULE AND DIRECT EXPENSES

Functional Category	Personnel	Hourly Rate
Senior Program Manager		\$ 290
Program Manager		\$ 280
Principal Project Manager/Principal Technologist	Paul Swaim	\$ 210
Sr. Project Manager/Sr. Technologist	Joseph Zalla	\$ 185
Project Manager/Engineer Specialist		\$ 175
Associate Project Manager/Project Engineer	Brock Emerson	\$ 140
Associate Engineer		\$ 128
Staff Engineer 2		\$ 118
Staff Engineer 1		\$ 101
Engineering/Environmental Tech 5		\$ 138
Engineering/Environmental Tech 4		\$ 126
Engineering/Environmental Tech 3		\$ 110
Engineering/Environmental Tech 2		\$ 92
Senior Office Administration		\$ 102
Office/Clerical/Accounting		\$ 80

(1) Per diem rates include allowances for salary, payroll, taxes, fringe benefits, overhead, and profit, but do not include allowances for direct expenses.

(2) These rates are effective until December 31, 2015.

(3) Rate Schedule subject to annual revision to reflect current rates. Submittal of proposed ENGINEER rate schedule adjustments and associated contract impacts to occur 30 days minimum prior to each December 31 for review by the OWNER. OWNER authorized rate schedule adjustments to become effective the following January 1.

(4) Auto Mileage billed at Current IRS Rate. Auto Rentals, Other Travel, Equipment Rental, and Postage/ Freight billed at Actual Rate. Subcontractors and Outside Services Billed at Actual +10%.

EXHIBIT B-3: PRELIMINARY SHEET LIST FOR PARK MEADOWS WELLS

Sheet	Title	Description
1	G-0	Cover Sheet
2	G-1	Location Map, Sheet Index, and General Notes
3	G-2	Legends and Notes (Civil, Arch)
4	G-3	Legends and Notes (Structural)
5	G-4	Legends and Notes (Structural)
6	G-5	Legends and Notes (Mechanical and INC)
7	G-6	Legends and Notes (Elec)
8	G-7	Process Flow Diagram and Hydraulic Profile
9	D-1	Overall Demo Plan
10	D-2	Interior Demo/ Salvage Plan 1
11	D-3	Interior Demo/ Salvage Plan 2
12	C-1	Overall Civil and Grading Plan
13	C-2	Partial Civil/ Landscaping Site Plan (Wells)
14	C-3	Partial Civil/ Landscaping Plan (Boothill Pump Station)
15	C-4	Yard Piping and Electrical (Wells)
16	C-5	Yard Electrical (Boothill Pump Station)
17	A-1	Well Building Floor Plan (includes life safety)
18	A-2	Well Building Roof Plan
19	A-3	Well Building Plan
20	A-4	Well Building Elevations
21	A-5	Well Building Sections
22	A-6	Well Building Reflected Ceiling Plan
23	A-7	Maintenance Building Floor Plan (includes life safety)
24	A-8	Maintenance Building Roof Plan
25	A-9	Maintenance Building Plan
26	A-10	Maintenance Building Elevations
27	A-11	Maintenance Building Sections
28	A-12	Maintenance Building Reflected Ceiling Plan
29	A-13	Building Door Window, and Finish Schedule
30	A-14	Details
31	S-1	Wells Building, Structural Foundation Plan
32	S-2	Wells Building, Structural Floor Plan
33	S-3	Wells Building, Roof Framing Floor Plan
34	S-4	Wells Building, Structural Section
35	S-5	Wells Building, Structural Section
36	S-6	Maintenance Building, Structural Foundation Plan
37	S-7	Maintenance Building, Structural Floor Plan
38	S-8	Maintenance Building, Roof Framing Floor Plan
39	S-9	Maintenance Building, Structural Section
40	S-10	Maintenance Building, Structural Section
41	S-11	Details
42	M-1	Mechanical Plan
43	M-2	Mechanical Section
44	M-3	Mechanical Section
45	M-4	Mechanical Details
46	BS-1	Well Building Plumbing and HVAC
47	BS-2	Maintenance Building Plumbing and HVAC
48	BS-3	Details
49	BS-4	Schedules
50	E-1	Wells Building Facility and Process Electrical Plan
51	E-2	Maintenance Building Electrical Plan

EXHIBIT B-3: PRELIMINARY SHEET LIST FOR PARK MEADOWS WELLS

Sheet	Title	Description
52	E-3	Emergency Generator
53	E-4	Solar Panel Layout
54	E-5	Panel and One-Line Diagram
55	E-6	Circuit Schedule
56	E-7	Electrical Control Diagram
57	I-1	Process and Instrumentation Drawing
58	I-2	Network Diagram
59	SD-1	Standard Details
60	SD-2	Standard Details
61	SD-3	Standard Details
62	SD-4	Standard Details
63	SD-5	Standard Details
64	SD-6	Standard Details
65	SD-7	Standard Details
66	SD-8	Standard Details
67	SD-9	Standard Details
68	SD-10	Standard Details

Compensation

Compensation by OWNER to ENGINEER will be as follows:

Cost Reimbursable Per Diem (Time and Materials)

All items specifically included in this Addendum 3 Scope of Services shall be on a Time and Materials basis in the amount not to exceed \$292,100. All Time and Material work shall be at the Per Diem Rates referenced in Exhibit B-2, plus Direct Expenses, plus 10 percent of subcontracts and outside services.

Per Diem Rates

Per Diem Rates are those hourly rates that will be charged as described above on the Project by ENGINEER's employees of the indicated classifications. The Per Diem Rates for this Project are listed in Exhibit B-2. These rates are subject to revision for other projects and annual calendar year adjustments; include all allowances for salary, overheads and fees; but do not include allowances for Direct Expenses, subcontracts and outside services.

Direct Expenses

Direct Expenses are those necessary costs and charges incurred for the Project including, but not limited to: (1) the direct costs of transportation, meals and lodging, mail, and equipment and supplies; (2) ENGINEER's current standard rate charges for direct use of ENGINEER's vehicles, printing and reproduction services, and certain field equipment; and (3) ENGINEER's standard project charges for computing systems, special health and safety requirements of OSHA, and telecommunications services.