REGULAR AGENDA - 12:00 PM

(A) Public Hearing; (B) Action
Exhibit A: Draft Final Action Letter
Exhibit B: Proposed Plans

(A) Public Hearing; (B) Action
Staff Report 455 Woodside
Exhibit A: Draft Final Action Letter
Exhibit B: Streetscape Rendering
Exhibit C: Proposed Plans

517 Park Avenue - Modification of Approval - The Applicant Proposes Modification of the Planning Director's July 28, 2022, Approval of a Historic District Design Review (PL-21-05118) to Repair the Historic Stone Retaining Wall and Create a New Entry from Park Avenue to the Site's Landmark Historic Structure. PL-23-05748.
(A) Public Hearing; (B) Action
Exhibit A: Draft Final Action Letter
Exhibit B: August 2, 2023, HPB Final Action Letter
Exhibit C: May 2018, HDDR Waiver Letter
Exhibit D: July 28, 2022, HDDR Final Action Letter
Exhibit E: Applicant's Narrative
Exhibit F: Physical Conditions Report & Historic Preservation Plan with Photos
Exhibit G: Site Plan

1755 and 1760 Park Avenue - Administrative Conditional use Permit - Park City Municipal Corporation Proposes to Upgrade Two Bus Shelters on Park Avenue at Approximately 1755 Park Avenue (Park Avenue Condos) and 1760 Park Avenue (Associated Fresh market), in the Frontage Protection Zone.
(A) Public Hearing; (B) Action
Exhibit A: Park Avenue Bus Shelters Draft Final Action Letter
Exhibit B: Applicant Narrative
Exhibit C: Proposed Plans
Exhibit D: Letter of Soil Disposal

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

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

Subject: 455 Woodside Avenue
Application: PL-22-05342
Author: Lillian Zollinger, Planner II
Date: August 24, 2023
Type of Item: Historic District Design Review

Recommendation
(I) Review the proposed 455 Woodside Avenue Historic District Design Review for the construction of a new Single-Family Dwelling; (II) conduct a public hearing; and (III) consider approving the Historic District Design Review based on the Draft Ordinance Findings of Fact, Conclusions of Law, and Conditions of Approval outlined in the Draft Final Action Letter (Exhibit A).

Description
Applicant: Rob White representing Ryan Heimpel
Location: 455 Woodside Avenue
Zoning District: Historic Residential - 1
Adjacent Land Uses: Residential
Reason for Review: Planning Director reviews and takes Final Action on Historic District Design Reviews

LMC Land Management Code
HDDR Historic District Design Review
HR - 1 Historic Residential - 1
SFD Single-Family Dwelling

Terms that are capitalized as proper nouns throughout this staff report are defined in LMC § 15-15-1.

Background
455 Woodside Avenue is currently a vacant lot. The site has an average of a 33-percent slope at rear of the property and is considered a Steep Slope. Slopes of 30 percent or greater, pursuant to LMC § 15-2.2-6, require a Steep Slope Conditional Use Permit, which will be reviewed simultaneously to this Historic District Design Review (HDDR).

1 LMC § 15-1-8
2 LMC § 15-15-1
**Analysis**

(I) The proposal to construct a new Single-Family Dwelling (SFD) complies with Historic Residential - 1 (HR-1) Zoning District requirements outlined in LMC Chapter 15-2.2.

One of the purposes of the HR-1 Zoning District is to “encourage construction of Historically Compatible Structures that contribute to the character and scale of the Historic District and maintain existing residential neighborhoods.”

The proposed SFD is an Allowed Use in the HR-1 Zoning District, pursuant to LMC § 15-2.2-2(1).

LMC § 15-2.2-3 outlines lot and site requirements for the HR-1 Zoning District, shown in the table below:

<table>
<thead>
<tr>
<th>Zoning Requirement</th>
<th>Analysis of Proposal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Lot Size - 1,875 square feet</td>
<td>Complies: 2,812 square feet (sf)</td>
</tr>
<tr>
<td>Minimum Lot Width - 25 feet measured 15 feet from the front lot line</td>
<td>Complies: The Lot Width is 37.5 feet</td>
</tr>
<tr>
<td>Maximum Building Footprint – 1,201 sf</td>
<td>Complies: The proposed Footprint is 1,201 sf as measured on the submitted plans (Exhibit B).</td>
</tr>
<tr>
<td>Minimum Front and Rear Setback for Lots 75’ feet long – 10 feet each</td>
<td>Complies: 10 feet each</td>
</tr>
<tr>
<td>LMC § 15-2.2-3(G) states, “The Front Setback must be open and free of any Structure except: Uncovered steps leading to the Main Building; provided the steps are not more than four feet (4’) in height from Final Grade.”</td>
<td>The proposed plans have steps leading to the front entrance that are less than four feet in height (3’11” at the highest point) from Final Grade and code compliant. The proposed steps do not have a railing until the stairs are proposed outside of the Front Setback. The stairs encroach into the 10-foot Snow Storage Easement at the front of the property. The Engineering Department reviewed the proposed stairs and require the Applicant to record an encroachment agreement (see Condition of Approval 17). There is no proposed Mechanical equipment, any required equipment shall be screened and 5’ from the Rear Lot Line (see Condition of Approval 14).</td>
</tr>
<tr>
<td>LMC § 15-2.2-3(H) states, “Mechanical equipment (which must be screened), hot tubs, or similar Structures located at least three feet (3’) from the Rear Lot Line.”</td>
<td></td>
</tr>
<tr>
<td>Minimum Side Setbacks for Lots up to 37.5 feet in width – 3 feet each</td>
<td>Complies: 3 feet each</td>
</tr>
<tr>
<td>LMC § 15-2.2-3(J) states, “Mechanical equipment (which must be screened), hot tubs, or similar Structures located at least three feet (3’) from the Side Lot Line.”</td>
<td>Any required Mechanical equipment shall be screened and 3’ from the Side Lot Line (see Condition of Approval 14).</td>
</tr>
</tbody>
</table>

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3 LMC § 15-2.2-1
Building Height – 27 feet from Existing Grade

Building Height – A ten foot (10’) minimum horizontal step in the downhill façade is required unless the First Story is located completely under the finish Grade on all sides of the Structure. The horizontal step shall take place at a maximum height of twenty-three feet (23’) from where the Building Footprint meets the lowest point of existing Grade. Architectural features, that provide articulation to the upper story façade setback, may encroach into the minimum ten-foot (10’) setback but shall be limited to no more than twenty five percent (25%) of the width of the building encroaching no more than four feet (4’) into the setback, subject to compliance with the Design Guidelines for Historic Sites and Historic Districts.

Complies: The proposed height is 26.8 feet from Existing Grade.

Complies: When viewed from the left side, at 20’ from the lowest point of existing grade, the architecture steps back 17’ 2” from the front façade of the structure. When viewed from the right side, at 23’ from the lowest point of the existing grade, the architecture steps back 10’ and is still compliant with the required step down.

LMC § 15-2.2-5 outlines building height requirements, shown in the table below:

| Maximum interior height of 35 feet – LMC § 15-2.2-5(A) | Complies: The proposal has an interior height of 35 feet and is compliant. |
states, “[a] Structure shall have a maximum height of thirty-five feet (35’) measured from the lowest finish floor plane to the point of the highest wall top plate that supports the ceiling joists or roof rafters.”

Roof Pitch - between 7:12 and 12:12  | **Complies:** The Contributing Roof Form is 7:12.

Final Grade within 4 feet of Existing Grade  | **Complies:** The proposed Final Grade is within four feet of Existing Grade except for the allowed exceptions of window wells, emergency egress, and a garage entrance.

LMC § 15-2.2-5 states, “Final Grade must be within four vertical feet (4’) of Existing Grade, except for the placement of approved window wells, emergency egress, and a garage entrance.”


The Design Review Team reviewed this proposal on January 11, March 1, and June 28, 2023, and found the design to be compliant with the Design Guidelines.

**A. Universal Guidelines**

<table>
<thead>
<tr>
<th>Analysis of Proposal (See Exhibit B)</th>
</tr>
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<tbody>
<tr>
<td>1. New infill residential buildings shall reflect the historic character—simple building forms, unadorned materials, restrained ornamentation—of Park City’s Historic Sites.</td>
</tr>
</tbody>
</table>
2. New infill residential buildings shall not directly imitate existing historic structures in Park City. Roof pitch, shape and configuration, as well as scale of building elements found on Historic Sites may be duplicated, but building elements such as moldings, cornice details, brackets, and porch supports shall not be directly imitated. **Complies:** The design of the SFD reflects the historic district without imitating it.

3. A style of architecture shall be selected and all elevations of the new infill residential building should shall be designed in a manner consistent with a contemporary interpretation of the chosen selected style. Stylistic elements shall not simply be applied to exteriors. Styles that never appeared in Park City shall be avoided. Styles that radically conflict with the character of Park City’s Historic Sites shall also be avoided. Styles that never appeared in Park City shall be avoided. **Complies:** The style chosen for the SFD is modern, yet complimentary to the Historic District. The design does not copy existing historic structures.

4. New infill residential buildings shall differentiate from historic structures but be compatible with historic structures in materials, features, size, scale and proportion, and massing to protect the integrity of the Historic District as a whole. The massing of the new infill residential buildings shall be further broken up into volumes that reflect the original massing of historic buildings; larger masses shall be located at the rear of the lot. **Complies:** The proposed materials are complimentary to the historic district. The proposed height is compliant with the grade, and nearby lots. The structure follows the grade of the lot and has larger massing in the rear. The proposed wood siding shall be painted or stained opaque (see Condition of Approval 15).

5. Building and site design shall respect the existing topography, the character-defining site features, including existing trees and vegetation, and shall minimize cut, fill, and the use of retaining walls. **Complies:** The Applicant has minimized the cut and fill by limiting retaining wall installation to the garage entrance and the rear patio space. The maximum height of the sloped wall is seven-foot four-inches. Additionally, the SFD will not impact any existing significant vegetation.

6. Exterior elements—roofs, entrances, eaves, chimneys, porches, windows, doors, steps, garages, etc.—of the new infill residential building shall be of human scale and shall be compatible with neighboring Historic Structures. **Complies:** The design of the SFD is in scale with the neighborhood and streetscape. The porch and balconies are not oversized and compliment the structure.

7. Scale and height of new infill residential buildings shall follow the predominant pattern and respect the architecture of the Streetscape or character area with special consideration given to Historic Sites. **Complies:** The height of the structure is compliant with zone regulations and scale of the structure is compatible with the grade and slope of the lot.
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<tbody>
<tr>
<td>8.</td>
<td>Size and mass of a structure shall be compatible with the size of the site so that lot coverage, building bulk, and mass are compatible with Historic Sites within the Streetscape or character area. <strong>Complies:</strong> The structure is within setbacks and in character with the lots in the area.</td>
</tr>
<tr>
<td>9.</td>
<td>New construction activity shall not physically damage nearby Historic Sites. <strong>See Condition of Approval 6:</strong> The closest Historic Sites are 429 Woodside Avenue and 481 Woodside, separated by other properties.</td>
</tr>
<tr>
<td>10.</td>
<td>New infill residential buildings shall reinforce visual unity within the context of the Streetscape or character area. The specific context of each Streetscape or character area is an important feature of the Historic District. The context of each Streetscape or character area shall be considered in its entirety, as one would see it when standing on the street viewing both sides of the street for the entire length of the Streetscape or character area. Special consideration should be given to adjacent and neighboring Historic Sites in order to reinforce existing rhythms and patterns. <strong>Complies:</strong> The proposed SFD will match the height of the Streetscape. The proposed materials also fit in with the Streetscape.</td>
</tr>
<tr>
<td>11.</td>
<td>New materials should reflect the character of the Historic District. Sustainable technology is constantly changing resulting in new alternative materials. <strong>See Condition of Approval 15:</strong> The proposed materials of wood siding, stone at the lowest level, metal railings, and concrete, are within the style of the design guidelines (see Exhibit B).</td>
</tr>
</tbody>
</table>
### B. Specific Guidelines

<table>
<thead>
<tr>
<th>Site Design</th>
<th>Analysis of Proposal</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>a) Building Setback and Orientation</strong></td>
<td>Complies:</td>
</tr>
<tr>
<td>• Front Setback – 10’</td>
<td>• Front Setback – 10’</td>
</tr>
<tr>
<td>• Rear Setback - 10’</td>
<td>• Rear Setback – 10’</td>
</tr>
<tr>
<td>• Side Setbacks – 3’</td>
<td>• Side Setbacks – 3’</td>
</tr>
<tr>
<td><strong>b) Topography and Grading:</strong> LMC § 15-13-8(B)(1)(b) states, “Building and site design shall respond to natural features. New infill residential buildings shall step down or up to follow the existing contours of steep slopes. A new site’s natural slope shall be respected in a new building design in order to minimize cuts into hillsides, minimize fill, and minimize retaining walls.”</td>
<td>Complies: The proposed design steps up with the slope of the site, and the number of retaining walls is minimal. The rear retaining walls are tiered and mimic the existing slope.</td>
</tr>
<tr>
<td><strong>c) Landscaping and Vegetation</strong></td>
<td>See Condition of Approval 12: There is no proposed significant vegetation removal on the site. The proposed vegetation shall be at least 50% Water Wise and compliant with LMC § 15-5-5(N). The Applicant shall provide an updated Water Wise irrigation plan at building permit submission.</td>
</tr>
<tr>
<td><strong>d) Retaining Walls – LMC § 15-13-8(B)(1)(d) states, “a site shall be contoured in a way that reduces the need for retaining walls.”</strong></td>
<td>Complies: The proposed design uses retaining walls for the garage entrance and the patio space in the rear. The structure is designed so excessive retaining walls are not needed to retain soil for the SFD.</td>
</tr>
<tr>
<td><strong>f) Paths, Steps, Handrails, &amp; Railings (Not associated with Porches)</strong> LMC § 15-13-8(B)(1)(i) states, “New hillside stairs and any associated railings or handrails shall be visually subordinate to the associated building(s) or structure(s) in size, scale, and proportion, and shall complement the Historic District in material, size, scale, and proportion, and massing.”</td>
<td>Complies: The design of the proposed railings on the front stairs and balcony are metal, subordinate to the structure, and help to define the front entrance.</td>
</tr>
<tr>
<td>h) Parking Area &amp; Driveways</td>
<td>Complies: The proposed SFD will have two parking spaces: one in a garage measured 11 feet by 20 feet, 10 inches, and one parking spot, leading into the garage, and partially in the Front Setback measured 9 feet by 18 feet. LMC § 15-2.2-3(G)(6) lists an approved Parking Area as an allowed exception to the Front Setback. Additionally, both are compliant with parking dimension requirements founds in LMC § 15-3-4. LMC § 15-13-8(B)(1)(h)(7) sets the maximum width for driveways in Historic Zoning Districts to 12 feet and the proposed driveway is compliant at 11 foot, 4 inches in maximum width (see Condition of Approval 14).</td>
</tr>
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</tr>
<tr>
<td>2. Primary Structures</td>
<td>Analysis of Proposal</td>
</tr>
<tr>
<td>a) Mass, Scale, &amp; Height</td>
<td>Complies: The SFD is compliant with zone regulations regarding building footprint, setbacks, and height.</td>
</tr>
<tr>
<td>b) Foundation -- LMC 15-13-8(B)(2)(b) states, “Foundation materials shall be simple in form and minimally visible above grade when viewed from the primary public right-of-way.”</td>
<td>Complies: The foundation is mostly covered, and where portions show, the foundation is covered in stone and compliant.</td>
</tr>
<tr>
<td>c) Doors -- LMC § 15-13-8(B)(2)(c) states, “All buildings that face the street shall have a well-defined primary entrance.”</td>
<td>Complies: The front door has minimal glazing, compliments the stairs and porch, and all define the front entrance.</td>
</tr>
<tr>
<td>d) Windows -- LMC § 15-13-8(B)(2)(d) states, “Ratios of solid-to-void that are compatible with surrounding historic buildings shall be used” and “Windows shall be historic size and shall relate to the human scale of the Historic District.”</td>
<td>Complies: The solid-to-void ratio is well balanced, and amount of glazing is appropriate on each side of the structure. The windows are limited in design types, similar in style, and a majority match the historic 2:1 ratio.</td>
</tr>
<tr>
<td>e) Roofs -- LMC § 15-2.2-5 requires a roof pitch of at least 7:12. LMC § 15-13-8(B)(2)(e), states, “Roofs of new residential infill buildings shall be visually compatible with roof shapes and orientation of surrounding Historic Sites and adjacent buildings that contribute to the character of the Historic District.”</td>
<td>Complies: The primary roof pitch is 7:12, and the height and slope of the secondary roofs are compliant with roofs in the Historic District. The primary roof pitch and standing seam metal roof is consistent with the style of the Historic District.</td>
</tr>
<tr>
<td>i) Porches</td>
<td>Complies: The design complies with LMC § 15-13-8(B)(2)(i) which states, “Porches typically cover the entrance, and usually extend partially or fully across the main façade.” The front porch is scaled consistent with porches found historically, as it is covered and emphasizes the front entrance.</td>
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</tr>
<tr>
<td>j) Architectural Features -- Per LMC § 15-13-8(B)(2)(j), “Simple ornamental trim and decoration is in character with historic architectural ornamentation and is encouraged.”</td>
<td>Complies: The overall proposed design and materials are simple and compatible with the Historic District.</td>
</tr>
<tr>
<td>3. Mechanical and Utility Systems and Service Equipment</td>
<td>Complies: There is no proposed exterior mechanical equipment (see Condition of Approval 14).</td>
</tr>
<tr>
<td>4. Materials</td>
<td>See Condition of Approval 15: Pursuant to LMC § 15-13-8(B)(4), the proposed materials of wood siding, standing seam roof, metal railings, windows style, and finish are compliant with the Historic District.</td>
</tr>
<tr>
<td>5. Paint and Color</td>
<td>See Condition of Approval 15: The proposed plans indicate a wood siding. LMC § 15-13-8(B)(5)(d) states, “Materials, such as wood, that are traditionally painted shall have an opaque rather than transparent finish.”</td>
</tr>
<tr>
<td>6. Garages</td>
<td>Complies: The proposed SFD will have single-car garage, with a 7’6” tall by 8’ wide door. LMC § 15-13-8(B)(6)(b) states, “Single vehicle garage doors not greater than 9 feet wide by 9 feet high shall be used to access the garage.”</td>
</tr>
<tr>
<td>8. Balcony and Roof Decks</td>
<td>Complies: LMC § 15-13-8(B)(8) states, “New balconies and roof decks shall be visually subordinate to the new building and shall be minimally visible from the primary public right-of-way.” The second story balcony is minimal in size and does not detract from the entrance or the rest of the structure. See Condition of Approval 16.</td>
</tr>
</tbody>
</table>
(V) The Development Review Committee reviewed the proposal on July 17, 2023, and identified the following Conditions of Approval.

The Engineering Department recommended Condition of Approval 17: “No permanent structure may be built within the 10-foot snow storage easement, except for the proposed stairs, which must retain a three-foot snow, six-inch storage easement. The Applicant will be required to record an Encroachment Agreement with the Engineering Department for the stairs.”

**Notice**

Staff published notice on the City’s website and the Utah Public Notice website and posted notice to the property on August 9, 2023. Staff mailed courtesy notice to property owners within 100 feet on August 9, 2023. LMC § 15-1-21.

**Public Input**

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

**Alternatives**

- The Planning Director Designee may approve the HDDR;
- The Planning Director Designee may deny the HDDR and direct staff to make Findings for the denial; or
- The Planning Director Designee may request additional information and continue the discussion to a date uncertain.

**Exhibits**

Exhibit A: Draft Final Action Letter
Exhibit B: Proposed Plans

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3 The Development Review Committee meets the first and third Tuesday of each month to review and provide comments on Planning Applications, including review by the Building Department, Engineering Department, Sustainability Department, Transportation Planning Department, Code Enforcement, the City Attorney’s Office, Local Utilities including Rocky Mountain Power and Dominion Energy, the Park City Fire District, Public Works, Public Utilities, and the Snyderville Basin Water Reclamation District (SBWRD).
NOTICE OF PLANNING DIRECTOR ACTION

Description
 Address: 455 Woodside Avenue

Zoning District: Historic Residential – 1 (HR-1)
 Application: Historic District Design Review
 Project Number: PL-22-05342
 Action: APPROVED WITH CONDITIONS (See Below)
 Date of Final Action: August 24, 2023

Project Summary: The Applicant Proposes to Construct a New Single-Family Dwelling in the Historic Residential (HR-1) Zoning District.

Action Taken
 On August 24, 2023, the Planning Director Designee conducted a public hearing and approved the Historic District Design Review proposal for a new Single-Family Dwelling at 455 Woodside Avenue according to the following Findings of Fact, Conclusions of Law, and Conditions of Approval:

Findings of Fact
 1. The Site is located at 455 Woodside Avenue and is a vacant uphill lot.
 2. The Site is located within the Historic Residential – 1 (HR-1) Zoning District.
 3. 455 Woodside Avenue has an average slope of 33 percent. A Steep Slope Conditional Use permit is required for construction of any Structure with Steep Slope in the HR-1 Zoning District.
4. The Applicant proposes construction of a new Single-Family Dwelling (SFD) on the vacant lot.
5. The Lot is 37.5 feet by 75 feet and 2,813 square feet (sf).
6. The maximum building footprint in the HR-1 Zoning District for a Lot that is 2,813 sf is 1,201. The proposed building footprint is 1,201 sf.
7. Minimum front and rear setbacks for Lots 75 feet long are 10 feet in the HR-1 Zoning District. The proposed SFD meets a 10-foot setback for both the front and rear setbacks.
8. Minimum side setbacks for Lots up to 37.5 feet in width are three feet in the HR-1 Zoning District. The proposed SFD meets a three-foot side setback for each side.
9. The maximum building height is 27 feet from Existing Grade in the HR-1 Zoning District. The proposed maximum building height is 27 feet from existing grade.
10. The HR-1 Zoning District requires a ten-foot minimum horizontal step in the downhill façade. When viewed from the left side, at 20’ from the lowest point of existing grade, the architecture steps back 17’ 2” from the front façade of the structure. When viewed from the right side, at 23’ from the lowest point of the existing grade, the architecture steps back 10’.
11. Final Grade must be within four feet of existing grade in the HR-1 Zoning District, except for a garage entrance, pursuant to LMC § 15-2.2-5. The proposed final grade is within four feet of existing grade, with the allowed exception of the Garage entrance.
12. Structures cannot exceed 35 feet from the lowest finish floor plane to the point of highest wall top plate that supports the ceiling joists or roof rafters in the HR-1 Zoning District. The proposal has an interior height of 35 feet.
13. The roof pitch for the Contributing Roof Form must be between 7:12 and 12:12 in the HR-1 Zoning District. The proposed Contributing Roof Form is 7:12.
14. The driveway shall not exceed 11’4” in width.
15. The proposed cut location requires minimal egress windows and retaining walls that reduce the impact on the site.
16. The building scale is compliant with the grade of the site, and the design is compliant with Historic District Design Guidelines.
17. The volume of the dwelling is compliant with the size and height of the HR-1 Zoning District regulations.
18. Historic District Design Review applications require the Planning Director Designee evaluation of the Design Guidelines For Historic Districts And Historic Sites:
1. New infill residential buildings shall reflect the historic character—simple building forms, unadorned materials, restrained ornamentation—of Park City’s Historic Sites. **Complies: The proposed SFD is simple, unornamented, and fits in with the character of the Historic District.**

2. New infill residential buildings shall not directly imitate existing historic structures in Park City. Roof pitch, shape and configuration, as well as scale of building elements found on Historic Sites may be duplicated, but building elements such as moldings, cornice details, brackets, and porch supports shall not be directly imitated. Reconstruction of non-surviving historic buildings is allowed. **Complies: The design of the SFD reflects the historic district without imitating it.**

3. A style of architecture shall be selected and all elevations of the new infill residential building should be designed in a manner consistent with a contemporary interpretation of the chosen selected style. Stylistic elements shall not simply be applied to exteriors. Styles that never appeared in Park City shall be avoided. Styles that radically conflict with the character of Park City’s Historic Sites shall also be avoided. Styles that never appeared in Park City shall be avoided. **Complies: The style chosen for the SFD is modern, yet complimentary to the Historic District. The design does not copy existing historic structures.**

4. New infill residential buildings shall differentiate from historic structures but be compatible with historic structures in materials, features, size, scale and proportion, and massing to protect the integrity of the Historic District as a whole. The massing of the new infill residential buildings shall be further broken up into volumes that reflect the original massing of historic buildings; larger masses shall be located at the rear of the lot. **Complies: The proposed materials are complimentary to the historic district. The proposed height is compliant with the grade, and nearby lots. The structure follows the grade of the lot and has larger massing in the rear. The proposed wood siding shall be painted or stained opaque (see Condition of Approval 15).**

5. Building and site design shall respect the existing topography, and the character-defining site features, including existing trees and vegetation, and shall minimize cut, fill, and the use of retaining walls. **Complies: The Applicant has minimized the cut and fill by limiting retaining wall installation to the garage entrance and the rear patio space. The**
maximum height of the sloped wall is seven-foot four-inches. Additionally, the SFD will not impact any existing significant vegetation.

6. Exterior elements—roofs, entrances, eaves, chimneys, porches, windows, doors, steps, garages, etc.—of the new infill residential building shall be of human scale and shall be compatible with neighboring Historic Structures. **Complies: The design of the SFD is in scale with the neighborhood and streetscape. The porch and balconies are not oversized and compliment the structure.**

7. Scale and height of new infill residential buildings shall follow the predominant pattern and respect the architecture of the Streetscape or character area with special consideration given to Historic Sites. **Complies: The height of the structure is compliant with zone regulations and scale of the structure is compatible with the grade and slope of the lot.**

8. Size and mass of a structure shall be compatible with the size of the site so that lot coverage, building bulk, and mass are compatible with Historic Sites within the Streetscape or character area. **Complies: The structure is within setbacks and in character with the lots in the area.**

9. New construction activity shall not physically damage nearby Historic Sites. **See Condition of Approval 6: The closest Historic Sites are 429 Woodside Avenue and 481 Woodside, separated by other properties.**

10. New infill residential buildings shall reinforce visual unity within the context of the Streetscape or character area. The specific context of each Streetscape or character area is an important feature of the Historic District. The context of each Streetscape or character area shall be considered in its entirety, as one would see it when standing on the street viewing both sides of the street for the entire length of the Streetscape or character area. Special consideration should be given to adjacent and neighboring Historic Sites in order to reinforce existing rhythms and patterns. **The proposed SFD will match the height of the and average width of the Streetscape. The proposed materials also fit in with the Streetscape.**

11. New materials should reflect the character of the Historic District. Sustainable technology is constantly changing resulting in new alternative materials. New alternative materials may be reviewed by the Design Review Team for compliance being judged on the following characteristics: Longevity (50-year lifespan), energy performance, durability in this climate, environmental benefit (high recycled content,
locally sourced), compatibility with the character of the Historic District. See Condition of Approval 15: The proposed materials of wood siding, stone at the lowest level, metal railings, and concrete, are within the style of the design guidelines (see Exhibit B).


13. Topography and Grading - Complies: The proposed design steps up with the slope of the site, and the number of retaining walls is minimal.

14. Landscaping and Vegetation - See Condition of Approval 12: The proposed vegetation shall be at least 50% Water Wise and compliant with 15-5-5(N). The Applicant shall provide an updated Water Wise irrigation plan at building permit submission.

15. Retaining Walls - Complies: The proposed design uses retaining walls for the garage entrance and the patio space in the rear. The structure is designed so excessive retaining walls are not needed to retain soil for the SFD.

16. Paths, Steps, Handrails, & Railings (Not Associated with Porches) - Complies: The design of the proposed railings on the front stairs and balcony are metal, subordinate to the structure, and help to define the front entrance.

17. Parking Areas & Driveways - Complies: The proposed SFD will have two parking spaces: one in a garage measured 11 feet by 20 feet, 10 inches, and one parking spot, leading into the garage, and partially in the Front Setback measured 9 feet by 18 feet. LMC § 15-2.2-3(G)(6) lists an approved Parking Area as an allowed exception to the Front Setback. Additionally, both are compliant with parking dimension requirements founds in LMC § 15-3-4. LMC § 15-13-8(B)(1)(h)(7) sets the maximum width for driveways in Historic Zoning Districts to 12 feet and the proposed driveway is compliant at 11 foot, 4 inches in maximum width (see Condition of Approval 14.

18. Mass, Scale & Height - Complies: The SFD is compliant with zone regulations regarding building footprint, setbacks, and height.

19. Foundation - Complies: The foundation is mostly covered, and where portions show, the foundation is covered in stone and compliant.

20. Doors - Complies: The front door has minimal glazing, compliments the stairs and porch, and all define the front entrance.

21. Windows - Complies: The solid-to-void ratio is well balanced, and amount of glazing is appropriate on each side of the structure. The windows are
limited in design types, similar in style, and a majority match the historic 2:1 ratio.

22. Roofs- Complies: The primary roof pitch is 7:12, and the height and slope of the secondary roofs are compliant with roofs in the Historic District. The primary roof pitch and standing seam metal roof is consistent with the style of the Historic District.

23. Porches- Complies: The design complies with LMC § 15-13-8(B)(2)(i) which states, “Porches typically cover the entrance, and usually extend partially or fully across the main façade.” The front porch is scaled consistent with porches found historically, as it is covered and emphasizes the front entrance.

24. Architectural Features- Complies: The overall proposed design and materials are simple and compatible with the Historic District.

25. Mechanical and Utility Systems and Service Equipment- Complies: There is no proposed exterior mechanical equipment (see Condition of Approval 14).

26. Materials- Complies: Pursuant to LMC § 15-13-8(B)(4), the proposed materials of wood siding, standing seam roof, metal railings, windows style, and finish are compliant with the Historic District.

27. Paint and Color- See Condition of Approval 15: The proposed plans indicate a wood siding wood siding. LMC § 15-13-8(B)(5)(d) states, “Materials, such as wood, that are traditionally painted shall have an opaque rather than transparent finish.”

28. Garages- Complies: The proposed SFD will have single-car garage, with a 7’6” tall by 8’ wide door. which is compliant with the Historic District Design Guidelines.

29. Decks- Not Applicable

30. Balcony and Roof Decks- Complies: LMC § 15-13-8(B)(8) states, “New balconies and roof decks shall be visually subordinate to the new building and shall be minimally visible from the primary public right-of-way.” The second story balcony is minimal in size and does not detract from the entrance or the rest of the structure. See Condition of Approval 16.

19. Staff published notice on the City’s website and posted notice to the property on August 9, 2023.

20. Staff mailed courtesy notice to property owners within 100 feet and posted notice to the property on August 9, 2023.
Conclusions of Law
1. The proposal complies with the Land Management Code requirements pursuant to Chapter 15-2.2, Historic Residential – 1 (HR-1) District.

2. The proposal complies with the Land Management Code requirements pursuant to Section 15-13-8, Design Guidelines For New Residential Infill Construction In Historic Districts.

Conditions of Approval
1. Final building plans and construction details shall reflect substantial compliance as indicated on the plans reviewed August 24, 2023, as part of the Historic District Design Review and public meeting on August 24, 2023. Any changes, modifications, or deviations from the approved design that have not been approved in advance by the Planning and Building Departments may result in a stop work order.

2. The applicant is responsible for notifying the Planning Department prior to making any changes to the approved plans.

3. Any changes, modifications, or deviations from the approved scope of work shall be submitted in writing for review and approval/denial in accordance with the applicable standards by the Planning Director or designee prior to construction.

4. Residential fire sprinklers are required for all new or renovation construction on this lot, per requirements of the Chief Building Official.

5. Any areas disturbed during construction surrounding the proposed work shall be brought back to their original state.

6. City approval of a Construction Mitigation Plan (CMP) is a condition precedent to the issuance of any building permits. The CMP shall include language regarding the method of protecting adjacent structures. New construction activity shall not physically damage nearby Historic Sites.

7. City Engineer review and approval of all lot grading, utility installations, public improvements, and drainage plans for compliance with City standards is a condition precedent to building permit issuance.

8. All exterior lighting shall be down-directed and shielded to prevent glare onto adjacent property and public rights-of-way and shall be subdued in nature. Light trespass into the night sky is prohibited. Exterior lighting shall not exceed 3,000 degrees Kelvin and outdoor lighting fixtures shall be Fully Shielded. Final lighting details shall be reviewed by the Planning Staff prior to installation.

9. Construction waste should be diverted from landfill and recycled when possible.

10. Walls more than four feet in height in the Front Setback, or more than six feet in the Rear or Side setbacks will require an Administrative Conditional Use Permit.
11. Upon building permit application, the Applicant shall submit an updated landscaping and irrigation plan, where the proposed vegetation shall be at least 50% waterwise and compliant with 15-5-5(N). Final plans shall call out final grade within 4’ of existing grade.

12. No more than eight inches of the new foundation shall be visible above Final grade on the primary façade.

13. Roofs shall have matte finishes to minimize glare, shall be neutral and muted, and materials shall not be reflective.

14. Mechanical and/or utility equipment shall be located on the back of the building or in another inconspicuous location. When located on a secondary façade, the mechanical and/or utility equipment shall be located beyond the midpoint of the structure if feasible and visual impact of the equipment shall be minimized by incorporating it as an element of the building or landscape design. Any equipment shall be screened and at least 5’ from the Rear Lot Line or 3’ from

15. Materials, such as wood, that are traditionally painted shall be opaque. Stucco is not an approved material and upon building permit application, the material will have to be replaced with material appropriate for the Historic District, such as wood siding.

16. No permanent structure may be built within the 10-foot snow storage easement, except for the proposed stairs, which must retain a three-foot, six-inch snow storage easement. The Applicant will be required to record an Encroachment Agreement with the Engineering Department for the stairs.

If you have questions or concerns regarding this Final Action Letter, please call 435-615-5068 or email lillian.zollinger@parkcity.org.

Sincerely,

Rebecca Ward,
Assistant Planning Director

CC: Lillian Zollinger, Planner II
### SHEET INDEX

- **G-001** COVER SHEET
- **C-001** SITE SURVEY
- **AS100** ARCHITECTURAL SITE PLAN
- **AS101** SITE GRADING PLAN
- **AS102** ROOF OVER TOPO PLAN
- **AS103** SITE UTILITY PLAN
- **AS104** SITE UTILITY DETAILS
- **AS105** CONSTRUCTION MITIGATION PLAN
- **AS106** SITE PLAN W/ AERIAL OVERLAY
- **LS100** LANDSCAPE PLAN
- **A110** FOOTING DIMENSION PLAN
- **A111** BASEMENT PLAN
- **A112** MAIN LEVEL PLAN
- **A113** UPPER LEVEL PLAN
- **A114** LOFT LEVEL PLAN
- **A115** ROOF PLAN
- **A201** EXTERIOR ELEVATIONS
- **A202** EXTERIOR ELEVATIONS
- **A203** EXTERIOR ELEVATIONS
- **A204** EXTERIOR ELEVATIONS
- **A301** BUILDING SECTION
- **A302** BUILDING SECTION
- **A303** ELEVATOR ELEVATIONS
- **A401** WINDOW SCHEDULE
- **E101** BASEMENT LEVEL ELECTRICAL PLAN
- **E102** MAIN LEVEL ELECTRICAL PLAN
- **E103** UPPER LEVEL ELECTRICAL PLAN
- **E104** LOFT LEVEL ELECTRICAL PLAN
- **S1.0** FOOTING & FOUNDATION PLAN
- **S2.1** LEVEL 2 SHEAR PLAN
- **S2.2** LEVEL 3 SHEAR PLAN
- **S2.3** LEVEL 4 SHEAR PLAN
- **S3.0** MAIN FLOOR FRAMING PLAN
- **S3.1** UPPER FLOOR FRAMING PLAN
- **S3.2** LOW ROOF/THIRD FLOOR FRAMING PLAN
- **S3.3** ROOF FRAMING PLAN
- **S4.0** STRUCTURAL DETAILS
- **S4.1** STRUCTURAL DETAILS
- **S4.2** STRUCTURAL DETAILS
- **S4.3** STRUCTURAL DETAILS
- **S4.4** STRUCTURAL DETAILS
- **S4.5** STRUCTURAL DETAILS

### AREA SUMMARY

- **BASEMENT LEVEL**: 1,197sf
- **MAIN LEVEL**: 1,201sf
- **UPPER LEVEL**: 1,185sf
- **LOFT LEVEL**: 733sf
- **TOTAL PROPOSED AREA**: 4,316sf
- **ATTACHED GARAGE**: 380sf
- **TOTAL PROPOSED HEATED AREA**: 3,936sf
- **SUSPENDED DECK AREA**: 238sf
- **ON GRADE PATIO AREA**: 398sf

### CODE COMPLIANCE

ALL WORK MUST COMPLY WITH THE 2015 IRC/IBC AS AMENDED BY THE STATE OF UTAH

### DEFERRED SUBMITTALS

1. FIRE SPRINKLER SYSTEM
WILDLAND URBAN INTERFACE CODE COMPLIANCE

THIS PROJECT SHALL CONFORM TO THE UTAH WILDLAND-URBAN INTERFACE CODE AS ADOPED BY THE MUNICIPALITY OF PARK CITY.

ZONING REQUIREMENTS

PARK CITY ZONE: HR-1
LOT AREA: 2,812.5sf
FRONT YARD SETBACK: 10'
RIGHT YARD SETBACK: 3'
LEFT YARD SETBACK: 3'
REAR YARD SETBACK: 10'
BUILDING FOOTPRINT: 1,201 sf
DRIVEWAY AREA: 390 sf
REAR PATIO: 398 sf

WILDLAND URBAN INTERFACE CODE COMPLIANCE

THIS PROJECT SHALL CONFORM TO THE UTAH WILDLAND-URBAN INTERFACE CODE AS ADOPTED BY PARK CITY MUNICIPAL AND SET FORTH IN SECTION 11-21.

THE PATH TO COMPLIANCE THROUGH HOME HARDENING:

THIS PROJECT CONFORMS WITH 1-4 AND 6, 8 AND 9 SET FORTH IN 603.4.3

1. Roofs shall be kept free of pine needles, leaf litter and all other debris.
2. Rain gutters shall be kept clear and clean of all debris.
3. Areas under decks or roof overhangs shall not be used for storage of any combustible materials.
4. Areas under decks shall be kept clean of all dead or dry vegetation and debris.
5. Eaves shall be boxed and/or made from non-combustible materials.
6. Windows shall be made of double or triple pane or tempered glass.
7. Roofs shall be covered with a class A roof covering.

THIS PROJECT COMPLIES WITH 1-3 OF IMMEDIATE ZONE AS SET FORTH IN 603.5.2.1

1. All dead and dying vegetation must be removed from within five (5) feet of structure.
2. All vegetation in this zone must be on the approved list. See municipal code section 14-1-5 (also see 2006 Utah Wildland-Urban Interface Code Appendix B).
3. All dead and dying vegetation shall be removed.
4. Grass must be kept to a maximum of 4 inches in height above ground.
5. Vegetation under trees shall be removed so as to preclude the laddering effect of a ground fire from spreading into the tree crown.

THIS PROJECT COMPLIES WITH 1-4 OF IN ERMEDIATE ZONE AS SET FORTH IN 603.5.2.2

1. All dead and dying vegetation shall be removed.
2. Grass must be kept to a maximum of 4 inches in height above ground.
3. Vegetation under trees shall be removed so as to preclude the laddering effect of a ground fire from spreading into the tree crown.

New Residence
455 Woodside Avenue
Park City, UT

Permit Set

Revision Date

Date: February 22, 2023
SugarHouse Architects, LLC
9087 Jeremy Road
Park City, UT 84098
p 801.808.6131
rob.white@sugarhousearchitects.com
www.sugarhousearchitects.com
FINISH GRADE TO BE WITHIN 4' OF EXISTING GRADE TYP.

T.O. DRIVEWAY
EL: 7139.0

B.O. DRIVEWAY
EL: 7139.5

MODIFY EXISTING GRADES FOR DRIVEWAY, SLOPE DOWN 6"

T.O. LANDING
EL: 7141.3

EXISTING GRADE INFORMATION PROVIDED BY OWNER

FINAL SITE GRADING IS TO KEEP SURFACE WATER ON PROPERTY & AWAY FROM HOUSE

SLOPE FINISH GRADE A MIN. OF 6" WITHIN THE FIRST 10' FROM THE HOUSE

DISPLAY PROPERTY ADDRESS PER IRC R319.1
**SILT FENCE**

- **INSTALLATION:**
  1. Where possible, install the silt fence 5 to 10 feet beyond the toe of slope.
  2. When the fence along the contour is placed, secure it with guy ropes or one-way guy ropes, if needed.
  3. When constructing the fence, use material that will not bridge the trench and reduce the effectiveness of the fence.

- **MAINTENANCE:**
  1. Replace immediately after any rainfall and at least once per week regardless of rain.
  2. Look for runoff bypassing side of barrier or through fence or damage to barrier and make repairs immediately.
  3. Remove accumulated sediment when it reaches 1/2 the height of the fence.
  4. Remove accumulated sediment when it reaches 1/2 the height of the fence.
  5. Remove accumulated sediment when it reaches 1/2 the height of the fence.

**ATTACHING TWO SILT FENCES**

**STRAW BATTLE DETAIL**

**STABILIZED CONSTRUCTION ENTRANCE**

**New Residence**

455 Woodside Avenue
Park City, UT

Revision Date
Date: February 22, 2023

SugarHouse Architects, LLC
9087 Jeremy Road
Park City, UT 84098

p 801.808.6131
rob.white@sugarhousearchitects.com

www.sugarhousearchitects.com
NOTE: PLANTS & TREES MUST BE SELECTED FROM THE PARK CITY APPROVED PLANT/TREE LIST.
ALL WASTE PIPE SIZES TO COMPLY WITH IRC P3001.1
TANK TYPE WATER CLOSETS TO HAVE A FLOW RATE OF NOT MORE THAN 1.6 GALLONS PER FLUSH,
SHOWER HEADS TO HAVE A FLOW RATE OF NOT MORE THAN 2.5 GPM, & SINK FAUCETS TO HAVE A FLOW RATE OF NOT MORE THAN 2.2 GPM
PROVIDE ACCESSIBLE SHUT OFF VALVES FOR ALL NEW PLUMBING SUPPLY LINES
INSTALL PLUMBING VENT SYSTEMS TO COMPLY W/ IRC P3103.5 & IRC R303.4.1
SHOWER & TUB/SHOWER COMBINATIONS SHALL HAVE WATER TEMPERATURE LIMITING DEVICES PER IRC P2708.4 AND P2713.3.
INSTALL WATER HEATER RELIEF VALVES TO COMPLY W/ IRC P2803
ANCHOR THE WATER HEATER TO COMPLY W/ P2801.7
WATER HEATER TO COMPLY W/ UTAH CODE 15A-6-102
PROVIDE WATER HAMMER ARRESTORS AT QUICK CLOSING VALVES, IRC P2903.5
PROVIDE PLUMBING FIXTURE CLEARANCES PER IRC R307 & P2705.1
INTERIOR WATER & GAS PIPING TO BE BONDED PER IRC R3609.6 & R3609.7
PROVIDE MANUFACTURERS RECOMMENDED CLEARANCES AROUND FURNACES
PROVIDE GAS SHUT-OFF VALVE WITHIN 6’ OF GAS FIRED APPLIANCES, IRC G2420.5
EXHAUST FANS MUST BE VENTED PER IRC R303.3 & M1507.4
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MECHANICAL SYMBOLS KEY
- ELEC PANEL
- RECESSED CAN WALL WASHER
- WALL MOUNTED LIGHT FIXTURE
- PENDANT MOUNTED LIGHT FIXTURE
- CARBON MONOXIDE DETECTOR
- SURFACE MOUNTED LINEAR FIXTURE
- RECESSED CAN LIGHT FIXTURE
- CM
- SMOKE DETECTOR
- WP
- SWITCH
- RECEPTACLE W/ GROUND FAULT CIRCUIT INTERRUPTER
- DEDICATED 220 RECEPTACLE
- CEILING MOUNTED LIGHT FIXTURE
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- GP
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- CLOSET LIGHTING TO COMPLY W/ IRC E4003.12.
- FURNACES TO BE SUPPLIED W/ INDIVIDUAL BRANCH CIRCUITS

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FROST PROOF HOSE BIB W/ VACUUM BREAKER, IRC P2902.4.3
DIRECT VENT GAS FIRED WATER HEATER W/ EXPANSION TANK PER IRC P2903.4
90% EFFICIENT GAS FIRED DIRECT VENT FURNACE
15 SEER ELECTRIC CONDENSER, MOUNT ON MANUFACTURER APPROVED POLY PAD
FLOOR DRAIN
CD
GAS RANGE W/ 100cfm MIN. RANGE HOOD ABOVE, PROVIDE BACKDRAFT DAMPER FOR HOOD.
FLOOR DRAIN, PROVIDE TRAP SEAL PRIMER OR DEEP SEAL TRAP PER IRC 3201.2
ELECTRIC CLOTHES DRYER VENT PER MANUFACTURER'S INSTALLATION INSTRUCTIONS AND TO COMPLY W/ IRC SECTION M1502.
DISCHARGE FROM WASHING MACHINE TO BE VENTED
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MECH/PLUMBING KEYNOTES
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ALL EXTERIOR FIXTURES TO BE WEATHERPROOF
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FURNACES TO BE SUPPLIED W/ INDIVIDUAL BRANCH CIRCUITS
ALL WASTE PIPE SIZES TO COMPLY WITH IRC P3001.1
TANK TYPE WATER CLOSETS TO HAVE A FLOW RATE OF NOT MORE THAN 1.6 GALLONS PER FLUSH, SHOWER HEADS TO HAVE A FLOW RATE OF NOT MORE THAN 2.5 GPM, & SINK FAUCETS TO HAVE A FLOW RATE OF NOT MORE THAN 2.2 GPM
PROVIDE ACCESSIBLE SHUT OFF VALVES FOR ALL NEW PLUMBING SUPPLY LINES
INSTALL PLUMBING VENT SYSTEMS TO COMPLY W/ IRC P3103.5 & IRC R303.4.1
SHOWER & TUB/SHOWER COMBINATIONS SHALL HAVE WATER TEMPERATURE LIMITING DEVICES PER IRC P2708.4 AND P2713.3.
INSTALL WATER HEATER RELIEF VALVES TO COMPLY W/ IRC P2803
ANCHOR THE WATER HEATER TO COMPLY W/ P2801.7
WATER HEATER TO COMPLY W/ UTAH CODE 15A-6-102
PROVIDE WATER HAMMER ARRESTORS AT QUICK CLOSING VALVES, IRC P2903.5
PROVIDE PLUMBING FIXTURE CLEARANCES PER IRC R307 & P2705.1
INTERIOR WATER & GAS PIPING TO BE BONDED PER IRC R3609.6 & R3609.7

2. PROVIDE MANUFACTURERS RECOMMENDED CLEARANCES AROUND FURNACES
PROVIDE GAS SHUT-OFF VALVE WITHIN 6' OF GAS FIRED APPLIANCES, IRC G2420.5
EXHAUST FANS MUST BE VENTED PER IRC R303.3 & M1507.4

3. 1. 5. 7. 6. 3. 4. 2.
Planning Department
Staff Report

Subject: 455 Woodside Avenue
Application: PL-23-05646
Author: Virgil Lund, Planner I
Date: August 24, 2023
Type of Item: Administrative – Steep Slope Conditional Use Permit

Recommendation
(I) Review the application for an Administrative Steep Slope Conditional Use Permit (SS-CUP) at 455 Woodside Avenue, (II) conduct a public hearing, and (III) consider approving the proposal based on the Findings of Fact, Conclusions of Law, and Conditions of Approval outlined in the Draft Final Action Letter (Exhibit A).

Description
Applicant: Rob White
Location: 455 Woodside Avenue
Zoning District: Historic Residential (HR-1) District
Adjacent Land Uses: Single Family Dwellings
Reason for Review: The Planning Department reviews and takes final action on Steep Slope Conditional Use Permits when development is proposed for Lots 3,750 square feet or less in size.¹

HDDR Historic District Design Review
HR-1 Historic Residential - 1
LMC Land Management Code
SFD Single Family Dwelling
SSCUP Steep Slope Conditional Use Permit

Terms that are capitalized as proper nouns throughout this staff report are defined in LMC § 15-15-1.

Background
The Applicant submitted a Steep Slope Conditional Use Permit (SSCUP) and a Historic District Design Review (HDDR) application and proposes construction of a new Single-Family Dwelling (SFD) on Lot 1 of the Heimpel Subdivision (Exhibit B) within the Historic Residential -1 (HR-1) Zoning District.

445 Woodside Avenue is a vacant lot. On October 27, 2022, the City Council approved the Heimpel Subdivision, creating one 2,812-square-foot Lot. In conjunction with the

¹ LMC § 15-2.2-6(B)(1)
SSCUP, the Applicant has also submitted a Historic District Design Review (HDDR) application (PL-23-05342) which is being processed concurrently. Since the new SFD proposes an excess of 200 square feet located on an existing Slope of thirty percent (30%) or greater, the SSCUP application is required. Due to the Lot being less than 3,750 square feet the application is processed by the Planning Department pursuant to LMC § 15-2.2-6(B)(1). The HDDR Application's approval is subject to the approval of this SSCUP.

**Analysis**

(I) The proposal to construct a new Single-Family Dwelling complies with the HR-1 Zoning District Requirements outlined in LMC Chapter 15-2.2.

HR-1 LMC Chapter 15-2.2.

<table>
<thead>
<tr>
<th>Zoning Requirement</th>
<th>Analysis of Proposal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Lot Size – 1,875 square feet</td>
<td>Complies; the Lot contains 2,812 square feet, or 0.06 acres.</td>
</tr>
<tr>
<td>Minimum Lot Width is 25 feet</td>
<td>Complies, the Lot width is 37.5 feet.</td>
</tr>
<tr>
<td>Maximum Building Footprint is 1,201 square feet</td>
<td>Complies: the proposed Building Footprint is 1,201 square feet.</td>
</tr>
<tr>
<td>Front and Rear Setbacks – 10 feet each for a total of 20 feet</td>
<td>Complies; the Front and Rear Setbacks measure 10 feet each. The front steps encroach into the Front Setback by seven feet and have a landing like other front steps on the street, consistent with Engineering standards. The City Engineer reviewed this proposal and recommended the turned steps to help create adequate snow storage on the site. The Engineering Department requires Condition of Approval 9 for the Applicant to record an encroachment agreement.</td>
</tr>
</tbody>
</table>
| Minimum Side Setbacks for Lots up to 37.5 feet – 3 feet each for a total of 6 feet | Complies; the proposed SFD has 3-foot Setbacks around all Side property lines. One retaining wall for a window well (less than 4’ feet above grade) is on the north side of the property in the Side Setback. Fences, wall and Retaining Walls are allowed within the Side Setback.  

| Building Height – 27 feet from Existing Grade | Complies; the proposed height is 26.8 feet above Existing Grade.  

| Building Height – 10-foot minimum horizontal step in the downhill façade. The horizontal step shall take place at a maximum height of twenty three feet (23’) from where the Building Footprint meets the lowest point of existing Grade. | Complies; When viewed from the left side, at 20’ feet from the lowest point of existing grade, the architecture steps back 17’ 2” from the front façade of the structure. When viewed from the right side, at 23’ from the lowest point of the existing grade, the architecture steps back 10’ feet and is still compliant with the required step down.  

---

2 LMC § 15-2.2-3(J)
<table>
<thead>
<tr>
<th>Requirement</th>
<th>Compliance Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Final Grade within 4 feet of Existing Grade</td>
<td>Complies; The proposed Final Grade is within four feet of Existing Grade except for the allowed exceptions of window wells and garage entrance and is compliant.</td>
</tr>
<tr>
<td>Maximum interior height of 35 feet</td>
<td>Complies; the proposal does not exceed an interior height of 35 feet. The proposed interior height is 35 feet.</td>
</tr>
</tbody>
</table>
Roof Pitch - between seven: twelve and twelve: twelve  Complies; the contributing Roof Form is 7:12.

(II) The proposal complies with the Steep Slope Development Criteria outlined in LMC § 15-2.2-6

There are certain Uses that, because of unique characteristics or potential impacts on the municipality, surrounding neighbors, or adjacent land Uses, may not be Compatible in some Areas or may be Compatible only if certain conditions are required that mitigate or eliminate the detrimental impacts.

The Planning Staff shall approve a Conditional Use if reasonable conditions are proposed, or can be imposed, to mitigate the reasonably anticipated detrimental effects of the proposed Use in accordance with applicable standards. The Planning Staff shall deny the Conditional Use if the proposed Use cannot be substantially mitigated by the proposal or imposition of reasonable conditions to achieve compliance with applicable standards. LMC § 15-1-10.

Development on Steep Slopes must be environmentally sensitive to hillside area, carefully planned to mitigate adverse effects on neighboring land and improvements, and consistent with the Design Guidelines for Historic Districts (LMC § 15-2.2-6).

The Planning Department reviews SSCUPs for Lots that are 3,750 square feet or less (LMC § 15-2.2-6(B)). 455 Woodside Avenue contains 2,812 square-feet and therefore requires Planning Department review. SSCUP applications are subject to the following criteria:

<table>
<thead>
<tr>
<th>Steep Slope Review Criteria</th>
<th>Analysis of Proposal</th>
</tr>
</thead>
<tbody>
<tr>
<td>LOCATION OF DEVELOPMENT</td>
<td>Complies</td>
</tr>
<tr>
<td></td>
<td>The home is situated on the Lot so that the</td>
</tr>
<tr>
<td>Section</td>
<td>Details</td>
</tr>
<tr>
<td>----------------------------------------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Development</td>
<td>Development is located and designed to reduce visual and environmental impacts of the structure. The structure itself acts as the primary source of retainage against the Steep Slope.</td>
</tr>
<tr>
<td>VISUAL ANALYSIS</td>
<td>The Applicant must provide the Planning Department with a visual analysis of the project from key Vantage Points to determine potential impacts of the proposed access and building mass and design and to identify the potential for screening, slope stabilization, erosion mitigation, vegetation protection, and other design opportunities.</td>
</tr>
<tr>
<td>ACCESS</td>
<td>Access points and driveways must be designed to minimize Grading of the natural topography and to reduce overall Building scale. Side Access to garages is strongly encouraged, where feasible.</td>
</tr>
<tr>
<td>TERRACING</td>
<td>The project may include terraced retaining Structures if necessary to regain Natural Grade</td>
</tr>
<tr>
<td>BUILDING LOCATION</td>
<td>Buildings, Access, and infrastructure must be located to minimize cut and fill that would alter the perceived natural topography of the Site. The Site design and Building Footprint must coordinate with</td>
</tr>
<tr>
<td>COMPLIES</td>
<td>The development will not be viewable from Vantage Points, which are defined in LMC § 15-15-1. Please see Exhibit B to view the Applicant’s submitted streetscape rendering in a larger context.</td>
</tr>
<tr>
<td>ACCESS</td>
<td>The proposed driveway is 11’ feet 4” inches wide and is located within the Front Setback slopes downhill towards Woodside Avenue. The driveway leads to a single garage door. The front steps encroach into the Front Setback by seven feet and have a landing like other front steps on the street, consistent with Engineering standards. The City Engineer reviewed this proposal and recommended the turned steps to help create adequate snow storage on the site. <strong>Condition of Approval 8</strong> states that the Driveway must not exceed 11’ feet 4” inches in width.</td>
</tr>
<tr>
<td>TERRACING</td>
<td>The structure itself will act as a retaining wall against the slope of the hill. The Applicant is not proposing to change grade more than 4’ feet. The Applicant has mainly maintained Natural Grade where possible around the structure.</td>
</tr>
<tr>
<td>BUILDING LOCATION</td>
<td>The footprint of the structure is all within the building pad and sits approximately 15 feet from the front Lot Line. The building is appropriately located for the Historic District which would historically maintain a close relationship with the street and sidewalk,</td>
</tr>
</tbody>
</table>
adjacent properties to maximize opportunities for open Areas and preservation of natural vegetation, to minimize driveway and Parking Areas, and to provide variation of the Front Yard.

**BUILDING FORM AND SCALE**
Where Building masses orient against the Lot’s existing contours, the Structures must be stepped with the Grade and broken into a series of individual smaller components that are Compatible with the District. Low profile Buildings that orient with existing contours are strongly encouraged. The garage must be subordinate in design to the main Building. In order to decrease the perceived bulk of the Main Building, the Planning Director may require a garage separate from the main Structure or no garage.

**Complies**
When viewed from the left side, at 20’ feet from the lowest point of existing grade, the architecture steps back 17’ 2” from the front façade of the structure. When viewed from the right side, at 23’ from the lowest point of the existing grade, the architecture steps back 10’ feet and is still compliant with the required step down.

The design works well with the topography, stepping up the hill, reducing the perception of the structure and creating...
compatibility with the neighboring Historic Structures and the style is consistent with the Design Guidelines.

<table>
<thead>
<tr>
<th>SETBACKS</th>
<th>Complies</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Planning Department may require an increase in one or more Setbacks to minimize the creation of a “wall effect” along the Street front and/or the Rear Lot Line. The Setback variation will be a function of the Site constraints, proposed Building scale, and Setbacks on adjacent Structures.</td>
<td>The new structure complies with all HR-1 setbacks. A wall effect is not created from the building, the structure itself will act as a retaining wall against the slope of the hill. See Setback analysis section above.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>DWELLING VOLUME</th>
<th>Complies</th>
</tr>
</thead>
<tbody>
<tr>
<td>The maximum volume of any Structure is a function of the Lot size, Building Height, Setbacks, and provisions set forth in this Chapter. The Planning Department may further limit the volume of a proposed Structure to minimize its visual mass and/or to mitigate differences in scale between a proposed Structure and existing Structures.</td>
<td>The proposed massing and architectural design components are compatible with both the volume and massing of single-family dwellings in the area. The design minimizes the visual mass and mitigates the differences in scale between the proposed single-family dwelling and surrounding structures. The proposed structure meets the requirements of code in roof shape, setbacks, and stepping of the form.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>BUILDING HEIGHT (STEEP SLOPE)</th>
<th>Complies</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Zone Height in the HR-1 District is twenty-seven feet (27’) and is restricted as stated in Section 15-2.2-5. The Planning Department may require a reduction in Building Height for all, or portions, of a proposed Structure to minimize its visual mass and/or to mitigate differences in scale between a proposed Structure and the Historic character of the neighborhood’s existing residential Structures.</td>
<td>The proposed structure does not exceed 27 feet and is compatible with other homes in the neighborhood and Zoning District.</td>
</tr>
</tbody>
</table>
(V) The Development Review Committee reviewed this proposal on July 18, 2023, and the engineering department requires Conditions of Approval.\(^3\)

The Engineering Department recommended **Condition of Approval 9**: “No permanent structure may be built within the 10-foot snow storage easement, except for the proposed stairs, which must retain a three-foot, six inches snow storage easement. The Applicant will be required to record an Encroachment Agreement with the Engineering Department for the stairs.”

**Department Review**
The Planning Department reviewed this report.

**Notice**
Staff published notice on the City’s website and posted notice to the property on August 9, 2023. The LMC requires courtesy mailings to adjacent property owners for Administrative Conditional Use Permits\(^4\), however, Staff mailed courtesy notice to property owners within 100 feet on August 9, 2023.\(^5\)

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

**Alternatives**
- The Planning Director Designee may approve the SSCUP Application;
- The Planning Director Designee may deny the SSCUP Application and direct staff to make Findings for the denial; or
- The Planning Director Designee may request additional information and continue the discussion to a date uncertain.

**Exhibits**
Exhibit A: Draft Final Action Letter
Exhibit B: Streetscape Rendering
Exhibit C: Proposed Plans

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\(^3\) The Development Review Committee meets the first and third Tuesday of each month to review and provide comments on Planning Applications, including review by the Building Department, Engineering Department, Sustainability Department, Transportation Planning Department, Code Enforcement, the City Attorney’s Office, Local Utilities including Rocky Mountain Power and Dominion Energy, the Park City Fire District, Public Works, Public Utilities, and the Snyderville Basin Water Reclamation District (SBWRD).

\(^4\) LMC § 15-1-21

\(^5\) LMC § 15-1-21
NOTICE OF PLANNING DIRECTOR ACTION

Description
Address: 455 Woodside Avenue
Zoning District: Historic Residential - 1
Application: Administrative Steep Slope Conditional Use Permit
Project Number: PL-23-05646
Action: APPROVED WITH CONDITIONS (See Below)
Date of Final Action: August 24, 2023
Project Summary: The Applicant Proposes to Construct a New Single-Family Dwelling into a Steep Slope on a Vacant Lot

Action Taken
On August 24, 2023, the Planning Director conducted a public hearing and approved the proposal for a new Single-Family Dwelling at 455 Woodside Avenue built into a Steep Slope on a vacant lot according to the following findings of fact, conclusions of law, and conditions of approval.

Findings of Fact
1. The Site is located at 455 Woodside Avenue.
2. The Site is located within the Historic Residential – 1 (HR-1) Zoning District.
3. The Applicant proposes to construct a new Single-Family Dwelling.
4. On October 27, 2022, the City Council approved the Heimpel Subdivision, creating one 2,812-square-foot Lot.
5. The average slope of the Lot is 33.33%.
6. Staff reviewed 455 Woodside Avenue’s HDDR application for compliance with LMC Chapter 15-13, Design Guidelines for Historic Districts and Historic Sites.
7. In conjunction with the SSCUP, the Applicant has also submitted an HDDR (PL-22-05342). The HDDR Application’s approval will be subject to the approval of this SSCUP.
8. The new SFD proposes an excess of 200 square feet located on an existing Slope of thirty (30%) or greater, therefor a SSCUP application is required.
9. Since the Lot is less than 3,750 square feet, the application does not require Planning Commission approval and shall be processed by the Planning Department.
10. The proposal complies with the HR-1 Zoning District requirements outlined in LMC Chapter 15-2.2
   a. Minimum Lot Size- the Lot contains 2,812 square feet
   b. Minimum Lot Width- the Lot width is 37.5 feet.
   c. Maximum Building Footprint – the proposed Building Footprint is 1,201 square feet.
   d. Setbacks- The Front and Rear Setbacks measure 10 feet each, and the structure’s Side Setbacks measure 3 feet.
   e. Fences, Walls, and Retaining Walls are allowed within the Side Setback, per LMC § 15-2.2-3(J).
      i. The Applicant proposes one retaining wall in the North Side Setback, less than 4 feet above Grade.
   f. Building Height- When viewed from the left side, at 20’ feet from the lowest point of existing grade, the architecture steps back 17’ 2” from the front façade of the structure. When viewed from the right side, at 23’ from the lowest point of the existing grade, the architecture steps back 10’ feet and is still compliant with the required step down.
   g. The proposed Final Grade is within 4 feet of Existing Grade.
   h. Maximum Interior Height- the proposal does not exceed an interior height of 35 feet.
      i. Roof Pitch- the majority of the proposed roof form is 7:12.
11. The proposal complies with the Steep Slope Development criteria outlined in LMC § 15-2.2-6
Planning Department

a. Location of Development- The home is situated on the Lot so that the structure itself acts as the primary source of retainage against the Steep Slope.
b. Visual Analysis- The development will not be viewable from Vantage Points, which are defined in LMC § 15-15-1.
c. Access- The proposed twelve-foot (12’’) wide driveway located within the Front Setback slopes downhill towards Woodside Avenue. The driveway leads to a single garage door.
d. Terracing- The structure itself will act as a retaining wall against the slope of the hill. The Applicant is not proposing to change grade more than 4’ feet. The Applicant has mainly maintained Natural Grade where possible around the structure.
e. Building Location- The footprint of the structure is all within the building pad and sits approximately 15 feet from the front Lot Line. The building is appropriately located for the Historic District which would historically maintain a close relationship with the street and sidewalk, creating interest and a sense of livability along the streetscape.
f. Building Form and Scale- The proposed structure utilizes the 10’ foot step back to help integrate and reduce the massing of the building. The design works well with the topography, seemingly stepping up the hill, reducing the perception of the structure and allowing more compatibility with the neighboring Historic homes and the style is consistent with the Design Guidelines.
g. Setbacks- the structure complies with all HR-1 Setbacks.
h. Dwelling Volume- The proposed massing and architectural design components are compatible with both the volume and massing of single-family dwellings in the area. The design minimizes the visual mass and mitigates the differences in scale between the proposed single-family dwelling and surrounding structures. The proposed structure meets the requirements of code in roof shape, setbacks, and stepping of the form.
i. Building Height- The building does not exceed the allowable Building Height and is compatible with other homes in the neighborhood and Zoning District.

12. Staff published notice on the City’s website and posted notice to the property on August 9, 2023.
13. Staff mailed courtesy notice to property owners within 300 feet on August 9, 2023.

Conclusions of Law
1. The proposal complies with the Land Management Code requirements pursuant to Chapter 15-2.2, Historic Residential -1 (HR-1) Zoning District.
3. The proposal complies with the Land Management Code requirements pursuant to Chapter 15-2.2-6, Development on Steep Slopes.

Conditions of Approval
1. Final building plans and construction details shall reflect substantial compliance with the plans approved August 24, 2023, by the Planning Department. Any changes, modifications, or deviations from the approved design that have not been approved in advance by the Planning and Building Departments may result in a stop work order.
2. The Applicant shall receive approval of a Historic District Design Review prior to Building Permit Issuance.
3. If the Applicant does not obtain a complete building permit within one year of the date of this approval, this SSCUP approval will expire unless the Applicant submits a written extension request to the Planning Department prior to the expiration date and the Planning Department approves an extension.
4. The Applicant is responsible for notifying the Planning Department prior to making any changes to the approved plans.
5. Any changes, modifications, or deviations from the approved scope of work shall be submitted in writing for review and approval/denial in accordance with the applicable standards by the Planning Director or designee prior to construction.
6. Residential fire sprinklers are required for all new construction.
7. The City Engineer shall review and approve all lot grading, utility installations, public improvements and drainage plans prior to building permit issuance.
8. The driveway must not exceed 11’ feet 4” inches wide.
9. The Engineering Department recommends “no permanent structure may be built within the 10-foot snow storage easement, except for the proposed stairs, which must retain a three-foot, six inches snow storage easement. The Applicant will be
required to record an Encroachment Agreement with the Engineering Department for the stairs.”

If you have questions or concerns regarding this Final Action Letter, please call 435-615-5067 or email virgil.lund@parkcity.org.

Sincerely,

Rebecca Ward,
Interim Planning Director

CC: Virgil Lund
New Residence
Project Address:
455 Woodside Avenue
Park City, Utah

Permit Set
February 16, 2023

AREA SUMMARY

BASEMENT LEVEL: 1,197sf
MAIN LEVEL: 1,201sf
UPPER LEVEL: 1,185sf
LOFT LEVEL: 733sf
TOTAL PROPOSED AREA: 4,316sf
ATTACHED GARAGE: 380sf
TOTAL PROPOSED HEATED AREA: 3,936sf
SUSPENDED DECK AREA: 238sf
ON GRADE PATIO AREA: 398sf

CODE COMPLIANCE
ALL WORK MUST COMPLY WITH THE 2015 IRC/IBC AS AMENDED BY THE STATE OF UTAH

DEFERRED SUBMITTALS
1. FIRE SPRINKLER SYSTEM

SHEET INDEX

G-001 COVER SHEET
C-001 SITE SURVEY
AS100 ARCHITECTURAL SITE PLAN
AS101 SITE GRADING PLAN
AS102 ROOF OVER TOPO PLAN
AS103 SITE UTILITY PLAN
AS104 SITE UTILITY DETAILS
AS105 CONSTRUCTION MITIGATION PLAN
AS106 SITE PLAN W/AERIAL OVERLAY
L5100 LANDSCAPE PLAN
A110 FOOTING DIMENSION PLAN
A111 BASEMENT PLAN
A112 MAIN LEVEL PLAN
A113 UPPER LEVEL PLAN
A114 LOFT LEVEL PLAN
A115 ROOF PLAN
A201 EXTERIOR ELEVATIONS
A202 EXTERIOR ELEVATIONS
A203 EXTERIOR ELEVATIONS
A204 EXTERIOR ELEVATIONS
A301 BUILDING SECTION
A302 BUILDING SECTION
A303 ELEVATOR ELEVATIONS
A401 WINDOW SCHEDULE
E101 BASEMENT LEVEL ELECTRICAL PLAN
E102 MAIN LEVEL ELECTRICAL PLAN
E103 UPPER LEVEL ELECTRICAL PLAN
E104 LOFT LEVEL ELECTRICAL PLAN
S1.0 FOOTING & FOUNDATION PLAN
S2.1 LEVEL 2 SHEAR PLAN
S2.2 LEVEL 3 SHEAR PLAN
S2.3 LEVEL 4 SHEAR PLAN
S3.0 MAIN FLOOR FRAMING PLAN
S3.1 UPPER FLOOR FRAMING PLAN
S3.2 LOW ROOF/THIRD FLOOR FRAMING PLAN
S3.3 ROOF FRAMING PLAN
S4.0 STRUCTURAL DETAILS
S4.1 STRUCTURAL DETAILS
S4.2 STRUCTURAL DETAILS
S4.3 STRUCTURAL DETAILS
S4.4 STRUCTURAL DETAILS
S4.5 STRUCTURAL DETAILS

Permit Set
February 16, 2023

SugarHouse Architects, LLC
9087 Jeremy Road
Park City, UT 84098
p  801.808.6131
rob.white@sugarhousearchitects.com
www.sugarhousearchitects.com
ZONING REQUIREMENTS

PARK CITY ZONE: HR-1
LOT AREA: 2,812.5sf
FRONT YARD SETBACK: 10'
RIGHT YARD SETBACK: 3'
LEFT YARD SETBACK: 3'
REAR YARD SETBACK: 10'
BUILDING FOOTPRINT: 1,201 sf

WILDLAND URBAN INTERFACE CODE COMPLIANCE

THIS PROJECT SHALL CONFORM TO THE UTAH WILDLAND-URBAN INTERFACE CODE AS ADOPTED BY PARK CITY MUNICIPAL AND SET FORTH IN SECTION 11-21

HOME HARDENING:
1. ROOFS SHALL BE KEPT FREE OF PINE NEEDLES, LEAF LITTER AND ALL OTHER DEBRIS
2. RAIN GUTTERS SHALL BE KEPT CLEAR AND CLEAN OF ALL DEBRIS
3. AREAS UNDER DECKS OR ROOF OVERHANGS SHALL NOT BE USED FOR STORAGE OF ANY COMBUSTIBLE MATERIALS
4. AREAS UNDER DECKS SHALL BE KEPT CLEAN OF ALL DEAD OR DRY VEGETATION AND DEBRIS
5. EAVES SHALL BE BOXED AND/OR MADE FROM NON-COMBUSTIBLE MATERIALS.
6. WINDOWS SHALL BE MADE OF DOUBLE OR TRIPLE PANE OR TEMPERED GLASS.
7. ROOFS SHALL BE COVERED WITH A CLASS A ROOF COVERING.

THIS PROJECT COMPLIES WITH 1-3 OF IMMEDIATE ZONE AS SET FORTH IN 603.5.2.1
1. ALL DEAD AND DYING VEGETATION MUST BE REMOVED FROM WITHIN FIVE (5) FEET OF STRUCTURE
2. ALL VEGETATION MUST BE KEPT TO A MAXIMUM OF 4 INCHES IN HEIGHT ABOVE GROUND.
3. VEGETATION UNDER TREES SHALL BE REMOVED SO AS TO PRECLUDE THE LADDERING EFFECT OF A GROUND FIRE FROM SPREADING INTO THE TREE CROWN.

THIS PROJECT COMPLIES WITH 1-4 OF IN ERMEDIATE ZONE AS SET FORTH IN 603.5.2.2
1. ALL VEGETATION IN THIS ZONE MUST BE ON THE APPROVED LIST. SEE MUNICIPAL CODE SECTION 14-1-5 (ALSO SEE 2006 UTAH WILDLAND URBAN INTERFACE CODE APPENDIX B).
2. ALL DEAD AND DYING VEGETATION SHALL BE REMOVED.
3. GRASS MUST BE KEPT TO A MAXIMUM OF 4 INCHES IN HEIGHT ABOVE GROUND.
4. VEGETATION IN RIM ZONE SHALL BE KEPT TO A MAXIMUM OF 4 INCHES IN HEIGHT ABOVE GROUND.

1/8"=1'-0"
Architectural Site Plan
A5
AS100
FINISH GRADE TO BE WITHIN 4' OF EXISTING GRADE TYP.

T.O. DRIVEWAY
EL: 7139.0

B.O. DRIVEWAY
EL: 7139.5

MODIFY EXISTING GRADES FOR DRIVEWAY, SLOPE DOWN 6"

T.O. LANDING
EL: 7141.3

EXISTING GRADE INFORMATION PROVIDED BY OWNER

FINAL SITE GRADING IS TO KEEP SURFACE WATER ON PROPERTY & AWAY FROM HOUSE

SLOPE FINISH GRADE A MIN. OF 6" WITHIN THE FIRST 10' FROM THE HOUSE

DISPLAY PROPERTY ADDRESS PER IRC R319.1

SITE GRADING GENERAL NOTES

1. 
2. 
3. 
4. 

Permit Set
New Residence
455 Woodside Avenue
Park City, UT

Revision
Date: February 22, 2023

SugarHouse Architects, LLC
9087 Jeremy Road
Park City, UT 84098
p  801.808.6131
rob.white@sugarhousearchitects.com
www.sugarhousearchitects.com

1/8"=1'-0"
NOTE: PLANTS & TREES MUST BE SELECTED FROM THE PARK CITY APPROVED PLANT/TREE LIST.
New Residence
455 Woodside Avenue
Park City, UT

Permit Set

Revised: February 22, 2023

A115

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A115
ALL WASTE PIPE SIZES TO COMPLY WITH IRC P3001.1
TANK TYPE WATER CLOSETS TO HAVE A FLOW RATE OF NOT MORE THAN 1.6 GALLONS PER FLUSH, SHOWER HEADS TO HAVE A FLOW RATE OF NOT MORE THAN 2.5 GPM, & SINK FAUCETS TO HAVE A FLOW RATE OF NOT MORE THAN 2.2 GPM
PROVIDE ACCESSIBLE SHUT OFF VALVES FOR ALL NEW PLUMBING SUPPLY LINES
INSTALL PLUMBING VENT SYSTEMS TO COMPLY W/ IRC P3103.5 & IRC R303.4.1
SHOWER & TUB/SHOWER COMBINATIONS SHALL HAVE WATER TEMPERATURE LIMITING DEVICES PER IRC P2708.4 AND P2713.3.
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ANCHOR THE WATER HEATER TO COMPLY W/ P2801.7
WATER HEATER TO COMPLY W/ UTAH CODE 15A-6-102
PROVIDE WATER HAMMER ARRESTORS AT QUICK CLOSING VALVES, IRC P2903.5
PROVIDE PLUMBING FIXTURE CLEARANCES PER IRC R307 & P2705.1
INTERIOR WATER & GAS PIPING TO BE BONDED PER IRC R3609.6 & R3609.7
2. PROVIDE MANUFACTURERS RECOMMENDED CLEARANCES AROUND FURNACES
3. PROVIDE GAS SHUT-OFF VALVE WITHIN 6’ OF GAS FIRED APPLIANCES, IRC G2420.5
EXHAUST FANS MUST BE VENTED PER IRC R303.3 & M1507.4
ELECTRICAL GENERAL NOTES:
INTERCONNECT ALL SMOKE DETECTORS & CARBON MONOXIDE DETECTORS WIRE SMOKES ALARMS TO PRIMARY POWER SOURCE & PROVIDE BATTERY BACKUP
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RECEPTACLES IN KITCHEN, DINING RM, BATHROOM, & LAUNDRY RM SHALL BE ON A DEDICATED CIRCUIT
PROVIDE 20’ OF #4 BARE COPPER WIRE EMBEDDED IN CONCRETE FOR GROUNDING ELECTRODE (UFER)
ALL EXTERIOR FIXTURES TO BE WEATHERPROOF
POST CERTIFICATE PER IRC N11101.8 & IECC 401.3 ON THE ELECTRICAL PANEL
SEAL RECESSED LIGHTING PER IECC R402.4.4
PROVIDE TAMPER RESISTANT RECEPTACLES FOR ALL 15 & 20 AMP CIRCUITS PER IRC E4002.14.
RECESSED LIGHTING IN DIRECT CONTACT W/ INSULATION TO BE IC RATED PER IRC 4004.9.
CLOSET LIGHTING TO COMPLY W/ IRC E4003.12.
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EXHAUST FANS MUST BE VENTED PER IRC R303.3 & M1507.4

NEW RESIDENCE
455 Woodside Avenue
Park City, UT

Permit Set

Revision Date: February 22, 2023

SugarHouse Architects, LLC
9087 Jeremy Road
Park City, UT 84098

p  801.808.6131
rob.white@sugarhousearchitects.com
www.sugarhousearchitects.com
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1. 2. 3.

HVAC GENERAL NOTES
EXHAUST FAN
FROST PROOF HOSE BIB W/ VACUUM BREAKER, IRC P2902.4.3
DIRECT VENT GAS FIRED WATER HEATER W/ EXPANSION TANK PER IRC P2903.4
90% EFFICIENT GAS FIRED DIRECT VENT FURNACE
15 SEER ELECTRIC CONDENSER, MOUNT ON MANUFACTURER APPROVED POLY PAD
FLOOR DRAIN

1. 2. 3.

MECH/PLUMBING KEYNOTES

1. 2. 3.

ELECTRICAL GENERAL NOTES:
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EXHAUST FANS MUST BE VENTED PER IRC R303.3 & M1507.4
1. PROVIDE FACTS
2. PROVIDE FLOOR DRAIN
3. PROVIDE ELECTRIC CLOTHES DRYER VENT PER MANUFACTURER’S INSTALLATION INSTRUCTIONS AND TO COMPLY W/ IRC SECTION M1502
4. DISCHARGE FROM WASHING MACHINE TO BE VENTED
5. PROVIDE 20’ OF #4 BARE COPPER WIRE EMBEDDED IN CONCRETE FOR GROUNDING ELECTRODE (UF-ER)
6. ALL EXTERIOR FIXTURES TO BE WEATHERPROOF
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11. CLOSET LIGHTING TO COMPLY W/ IRC E4003.12
12. FURNACES TO BE SUPPLIED W/ INDIVIDUAL BRANCH CIRCUITS
Planning Department
Staff Report

Subject: 517 Park Avenue
Application: PL-23-05748
Author: Spencer Cawley, Planner II
Date: August 24, 2023
Type of Item: Modification of Approval

Recommendation
(I) Review the Applicant’s proposal to repair and modify the Historic stone retaining wall along the Right-of-Way of a Landmark Historic Site, (II) hold a public hearing, and (III) consider approving the requested modification based on the Findings of Fact, Conclusions of Law, and Conditions of Approval outlined in the Draft Final Action Letter (Exhibit A).

Description
Applicant: Jeff Love, represented by Caitlyn Barhorst
Location: 517 Park Avenue
Zoning District: Historic Residential – 1
Adjacent Land Uses: Residential
Reason for Review: The Planning Director, or their Designee, reviews all requests for modifications to Historic District Design Reviews.¹

HDDR Historic District Design Review
HPB Historic Preservation Board
HR – 1 Historic Residential – 1
HIS Historic Sites Inventory
LMC Land Management Code
ROW Right-of-Way

Terms that are capitalized as proper nouns throughout this staff report are defined in LMC § 15-15-1.

Summary
The Applicant is renovating the Landmark Historic Single-Family Dwelling (517 Park Avenue) in the Historic Residential – 1 (HR – 1) Zoning District and is nearing completion of the project. The Historic stone retaining wall located along the front property line is failing and needs to be repaired. In addition to repairing the wall, the Applicant proposes to modify the wall to re-create the assumed Historic entrance to 517 Park Avenue, which was centered with the front porch.

Background
517 Park Avenue is a one-story T/L cottage constructed circa 1888 and is a Landmark

¹ LMC § 15-1-8
Historic Site on Park City’s Historic Sites Inventory (HSI). This site is also listed on the National Register of Historic Places as part of the Park City Mining Boom Era Residences Thematic District.

The HSI states:

At the front edge of the property is a historic, but perhaps not original, three-and-one-half-foot tall retaining wall built of native stone laid in random ashlar coursing. New retaining walls with random rubble course stone veneer flank the driveway to the [. . .] garage beneath the cross-wing.

Due to the heavy snowfall and construction activity at the site, the wall is failing and needs repair. The stone steps located at 509 Park Avenue, formerly part of the Landmark Historic Site and now a vacant Lot after approval of Ordinance No. 2022-37 approved by the City Council on September 15, 2022, are proposed to be used to re-create the historic entrance to 517 Park Avenue.

Images included in the HSI Form depict the Historic stone wall in its historic configuration. The following image shows the wall in its original configuration:

Figure 1: 517 Park Avenue c. 1993.

Historically, 509 Park contained a Single-Family Dwelling which was demolished sometime between 1929 and 1941, as indicated by Sanborn Fire Insurance Maps. Negligible changes were made to the wall over the years, including the above

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2 LMC § 15-11-10(D)(1)(dk)
3 https://npgallery.nps.gov/NRHP/AssetDetail/df10fb98-3114-4848-a3c2-1b451fb6a567
configuration showing the entrance to 517 Park Avenue at the original 509 Park Avenue location.

Figure 2: Sanborn Fire Insurance Maps

In May 2018, the then Property owner, Tim Lee, received an HDDR waiver letter (Exhibit C) for the emergency repair of the retaining wall from the Planning Director, and thus confirming this arrangement as the contextual benchmark of the Site. The portion of the wall that required stabilization was 10 feet wide by four feet tall and was leaning over part of the sidewalk. The letter outlines the following preservation methods:

- Remove the existing capstone(s) from the top of the Historic stone wall. The capstone(s) will be stored and protected on a wood pallet on the driveway.

- Deconstruct a 10-foot by 4-foot section of the Historic stone wall by hand. Each stone will be numbered and documented in a photo journal. All stones will be stored and protected on a wood pallet on the driveway.

- All palletized material shall be secured and fully enclosed with a metal mesh material.

- Hand-dig a seven-foot to eight-foot-deep trench behind the wall to accommodate footings, drainage, and construction of a new concrete retaining wall behind the existing historic wall location. The new concrete retaining wall shall not be visible from Park Avenue.

- Reconstruct the exact appearance of the Historic wall based on the numbered stones and photo journal created during the deconstruction process. The stored Historic stone were attached as a veneer to the new concrete retaining wall.

- If existing Historic stones are deemed unusable, the Project Planner shall be called on site for an inspection prior to the disposal of the “unusable stones”.

- The Project Planner shall inspect and approve any new stones that are proposed as “replacement stones” should the quantity of usable Historic stones be
insufficient due to damage or other factors.

These photos, taken by Staff in 2018, document the repair of the Historic stone wall:

Figure 3: Looking south along wall (left); Looking north along the wall (right).

Figure 4: Historic Wall in 2018, post repair.
On July 28, 2022, the Planning Director approved a Historic District Design Review (HDDR) (PL-21-05118) to remodel the Landmark Historic Structure and remove a non-historic porch that encroached onto the neighboring property (509 Park Avenue). The Final Action Letter is attached as Exhibit D. Now, the Applicant is in the final stages of their project at 517 Park Avenue and requests to modify the HDDR approval to repair the wall and install the stone steps and curved entry stones to create the new entrance to 517 Park Avenue. The Applicant provided an updated Physical Conditions Report and Historic Preservation Plan with the submittal of their application (Exhibit E).

On August 2, 2023, the current property owner went before the Historic Preservation Board (HPB) and received approval for the Material Deconstruction and Disassembly and Reassembly of the Historic stone retaining wall (Staff Report; Meeting Audio). The Final Action Letter is attached as Exhibit B.

The following images show the wall as it exists today:

![Heavy machinery used at the 517 Park Remodel.](image)

**Analysis**

(I) The proposal to repair the Historic stone wall complies with LMC Section 15-2.2.3 Lot and Site Requirements.

517 Park Avenue is located within the HR – 1 Zoning District. Pursuant to LMC § 15-2.2.3(G), the Front Setback of a property must be open and free of any Structure except the following:

- Retaining walls not more than four feet in height. The existing wall is approximately three-and-one-half-feet tall. The proposal is to reconstruct the wall with the same dimensions apart from the new entry.
- Uncovered steps leading to the Main Building; provided the steps are not more than four feet in height from Final Grade, not including any required handrail, and do not cause any danger or hazard to traffic by obstructing the view of the street or intersection. The stone steps will lead to a pathway that is parallel to the structure and will lead to the porch steps.
The following image, taken from the Applicant’s submittal, show how the new entry and steps at 517 Park Avenue will be constructed:

(II) The proposal, as conditioned, complies with LMC § 15-4-2 *Fences and Retaining Walls*.

Retaining wall may be erected or allowed within the buildable Area, and as allowed in the Setback exceptions as outlined in Analysis Section I. The wall will not exceed four feet in height. Within any of the Historic zoning districts, construction of any retaining wall requires a Building Permit.\(^4\) **Condition of Approval 2** requires the Applicant to obtain a Building Permit prior to repairing the wall. Prior to issuance of a Building Permit, the Applicant shall complete the following:

- Provide the Planning Department with a certified structural engineer’s report showing that the repair will result in a stable retaining wall;
- Drainage plans shall be reviewed and approved by the Engineering Department.

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\(^4\) LMC § 15-4-2(D)
(III) The proposal, as conditioned, complies with LMC § 15-13-2 Design Guidelines for Historic Residential Sites. LMC § 15-13-2 outlines the design standards for Historic Residential Sites. Because this modification is specifically focused on the Historic stone retaining wall the applicant shall meet the following requirements as outlined in LMC § 15-13-2(B)(1)(d)(1-8):

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Analysis of Proposal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Historic retaining walls shall be preserved to the greatest extent possible.</td>
<td>Complies – The Applicant proposes to deconstruct the stone wall for the new stairway entry. The Applicant will then reconstruct the entry with material taken from 509 Park Avenue. The remainder of the wall at 517 Park Avenue will be disassembled, up to the location of the 2018 repair, pour a concrete wall, then reassemble the stone on the façade of the concrete retaining wall.</td>
</tr>
<tr>
<td>Maintain the historic height and setback of retaining walls along the street. Retaining walls of stone, concrete, or rock-faced concrete block that are original to the Historic Site should be preserved and maintained in their original dimensions.</td>
<td>Complies – The Applicant does not propose to move the stone wall to any other location of 517 Park Avenue and will maintain the original dimensions, except for the location of the new stairway entry.</td>
</tr>
<tr>
<td>Removing portions of Historic retaining walls for new driveways and pathways should be avoided to the greatest extent possible, but where it must occur, visual impact should be minimized.</td>
<td>The Applicant will remove portions of the wall for a new driveway at 509 Park Avenue (Condition of Approval 5) and at the assumed Historic location of the entry to 517 Park Avenue. Vertical break lines in the wall identify where the original stairway entry was likely located as seen in the following photos provided by the Applicant:</td>
</tr>
</tbody>
</table>
Historic retaining walls should be repaired with materials that closely approximate the original. Replace only those portions of historic retaining walls that have deteriorated beyond repair. When repair of deteriorated retaining walls is not feasible, the replacement must reuse the existing stone to the greatest extent possible, and otherwise match the original in color, shape, size, material, and design.

The Applicant proposes to re-use all stone that is deconstructed from 509 Park Avenue to reface the concrete retaining wall, so it appears original in color, shape, size, material, and design.

**Condition of Approval 6:** The Applicant shall repair the retaining wall using the original materials that are found safe and/or in serviceable condition. The retaining wall shall be reassembled in its original location, placement, and orientation.

To abate retaining wall failure, improve drainage behind retaining walls to water drains away from the walls. Repair and preserve historic stone and mortar.

**Condition of Approval 4** requires the applicant to provide drainage plans to the Engineering Department for analysis at the time of Building Permit review.

**Condition or Approval 7** requires the Applicant shall prioritize repairing and

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**Figure 6:** Possible Location of Original Stairs for 517 Park Avenue.

**Figure 7:** Photo circa 2006.
preserving Historic stone and mortar over the use of new materials.

New retaining walls should be consistent with historic retaining walls in design, material, scale of materials, as well as size and mass of the wall. Simple board-formed concrete, stone, and other historic materials are recommended over concrete block, asphalt, or other modern concrete treatments.

Complies – The Applicant proposes to re-use Historic material in the repair of the retaining wall.

Non-extant historic retaining walls of concrete or stone specific to the Historic Site may be reconstructed based on physical or pictorial evidence. Historically appropriate concrete or stone walls, if consistent with the historic character of the district, may be added to the area of a historic site viewable from adjacent public rights-of-way.

Not applicable to the proposal.

Maintain stone in its natural finish. It is not appropriate to paint, stain, or plaster over stone or concrete.

Condition of Approval 8: The Applicant shall maintain the stone in its natural finish. It is not appropriate to paint, stain, or plaster over the stone.

The following table outlines the requirements for Paths, Steps, Handrails, and Railings (not associated with porches):5

<table>
<thead>
<tr>
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<th>Analysis of Proposal</th>
</tr>
</thead>
<tbody>
<tr>
<td>The original path or steps leading to the main entry, if extant, should be preserved and maintained.</td>
<td>Complies – The Applicant’s proposal will create the original entry from the ROW to the Landmark Historic Structure.</td>
</tr>
<tr>
<td>Historic hillside steps that are an integral part of the landscape should be preserved and maintained.</td>
<td>Not applicable to the proposal.</td>
</tr>
<tr>
<td>New hillside steps should be visually subordinate to the associated historic building or structure in materials, size, scale and proportion, as well as massing</td>
<td>Not applicable to the proposal.</td>
</tr>
</tbody>
</table>

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5 LMC § 15-13-2(B)(1)(h)(1-5)
and shall complement the historic structure in materials, size, scale, and proportion, and massing to protect the integrity of the historic site. For longer-run stairs, consider changes in material to break up the mass of the stairs.

Historic handrails should be preserved and maintained. Historic handrails may be reconstructed based on photographic evidence; the reconstruction should match the original in size, design, color, texture, and material. Not applicable to the proposal.

New handrails and railings shall complement the historic structure in materials, size, scale and proportions, massing and design to protect the integrity of the historic structure and site.

**Condition of Approval 9:** During the Design Review Team discussion, the Building Department including the following comments:

The stairs are not directly attached to the front door, so engineering will not be required, and code compliance will not be enforced. For safety purposes, it is recommended the stone stairs be reassembled as close to code compliance as possible. (See 2021 IRC R311.7.5-R311.7.8.3.)

Riser height shall be not more than eight inches and tread depth shall be not less than nine inches (State Amended Code). The greatest tread depth shall not exceed the smallest by more than 3/8 inch. Handrails shall be provided on not less than one side of each continuous run of treads or flight with four or more risers.

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**Department Review**
The Design Review Team and Planning Department reviewed this application.

**Notice**
Staff published notice on the City’s website and the Utah Public Notice website, and posted notice to the property on August 10, 2023. Staff mailed courtesy notice to
property owners within 300 feet on August 10, 2023.\textsuperscript{6}

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

**Alternatives**
- The Planning Director Designee may approve the modification of approval;
- The Planning Director Designee may deny the modification of approval and direct staff to make Findings for the denial; or
- The Planning Director Designee may request additional information and continue the discussion to a date certain.

**Exhibits**
Exhibit A: Draft Final Action Letter
Exhibit B: August 2, 2023, HPB Final Action Letter
Exhibit C: May 2018, HDDR Waiver Letter
Exhibit D: July 28, 2022, HDDR Final Action Letter
Exhibit E: Physical Conditions Report & Historic Preservation Plan with Photos
Exhibit F: Applicant’s Narrative
Exhibit G: Site Plan

\textsuperscript{6} LMC § 15-1-21
NOTICE OF PLANNING DEPARTMENT ACTION

Description
Address: 517 Park Avenue
Zoning District: Historic Residential – 1
Application: Modification of Approval
Project Number: PL-23-05748
Action: APPROVED WITH CONDITIONS (See Below)
Date of Final Action: August 24, 2023
Project Summary: The Applicant proposes to repair the Historic Stone Wall along the Right-of-Way of a Landmark Historic Site, pour a new concrete retaining wall in the same location, and face the concrete wall with stone reused from the existing wall. The Applicant also proposes to re-use the curved stones and stone steps from the neighboring property (509 Park Avenue) to create a street-level entrance for 517 Park Avenue.

Action Taken
On August 24, 2023, the Planning Department conducted a public hearing and approved the Modification of Approval according to the following findings of fact, conclusions of law, and conditions of approval:

Findings of Fact
1. The property is located at 517 Park Avenue.
2. The site is in the Historic Residential (HR – 1) Zoning District.
3. The property is listed with Summit County as Parcel Number PC-73.
4. The property contains a T/L cottage constructed circa 1888 and is a Landmark Historic Structure on the Park City Historic Site Inventory.
5. A Historic stone retaining wall sits at the front property line of 509 and 517 Park Avenue.
6. The Applicant is the property owner of 509 and 517 Park Avenue.
7. A Financial Guarantee is in place for the remodel of 517 Park Avenue (Summit County Recorder Entry No. 01194138).
8. The stone retaining wall is failing due to significant snowfall this past winter and the construction activity associated with 517 Park Avenue. Heavy machinery accessed the site through 509 Park Avenue with ramps over the wall.
9. The Applicant proposes to disassemble a portion of the retaining wall, pour a new concrete retaining wall in the same location, and face the concrete wall with stone re-used from the existing wall. The Applicant also proposes to re-use the curved stones and stone steps from the neighboring property (509 Park Avenue) to create the assumed historic entry to 517 Park Avenue from the sidewalk.
10. On July 28, 2022, the Planning Director approved a Historic District Design Review (HDDR) (PL-21-05118) to remodel the Landmark Historic Structure and remove a non-historic porch that encroached onto 509 Park Avenue.
11. On September 15, 2022, the City Council approved Ordinance No. 2022-37 creating 509 and 517 Park Avenue as two Lots.
12. On August 2, 2023, the Applicant received approval from the Historic Preservation Board (HPB) for the Material Deconstruction and Disassembly and Reassembly of the Historic stone retaining wall.
13. LMC Section 15-2.2-3(G) states that the Front Setback of a property must be open and free of any Structure except retaining walls not more than four feet in height and uncovered steps leading to the Main Building not more than four feet in height from Final Grade.
14. LMC Section 15-4-2 states that retaining walls may be erected or allowed within the buildable Area, and as allowed in the Setback exceptions.
15. Within any Historic zoning district, construction of a retaining wall over four feet requires a Building Permit.
16. LMC Section 15-13-2 outlines the standards for Historic Residential Sites. The Historic stone retaining wall must meet the following requirements:
   a. Historic retaining walls shall be preserved to the greatest extent possible. Complies – The Applicant proposes to deconstruct the stone wall for the new stairway entry. The Applicant will then reconstruct the entry with material taken from 509 Park Avenue. The remainder of the wall at 517 Park Avenue will be disassembled, up to the location of the 2018 repair,
pour a concrete wall, then reassemble the stone on the façade of the concrete retaining wall.

b. Maintain the historic height and setback of retaining walls along the street. Retaining walls of stone, concrete, or rock-faced concrete block that are original to the Historic Site should be preserved and maintained in their original dimensions. Complies – The Applicant does not propose to move the stone wall to any other location of 517 Park Avenue and will maintain the original dimensions, except for the location of the new stairway entry.

c. Removing portions of Historic retaining walls for new driveways and pathways should be avoided to the greatest extent possible, but where it must occur, visual impact should be minimized. The Applicant will remove portions of the wall for a new driveway at 509 Park Avenue and at the assumed Historic location of the entry to 517 Park Avenue. Vertical break lines in the wall identify where the original stairway entry was likely located.

d. Historic retaining walls should be repaired with materials that closely approximate the original. Replace only those portions of historic retaining walls that have deteriorated beyond repair. When repair of deteriorated retaining walls is not feasible, the replacement must reuse the existing stone to the greatest extent possible, and otherwise match the original in color, shape, size, material, and design. The Applicant proposes to re-use all stone that is deconstructed from 509 Park Avenue to reface the concrete retaining wall, so it appears original in color, shape, size, material, and design.

e. To abate retaining wall failure, improve drainage behind retaining walls to water drains away from the walls. Repair and preserve historic stone and mortar. See Conditions of Approval 4 and 7.

f. New retaining walls should be consistent with historic retaining walls in design, material, scale of materials, as well as size and mass of the wall. Simple board-formed concrete, stone, and other historic materials are recommended over concrete block, asphalt, or other modern concrete treatments. Complies – The Applicant proposes to re-use Historic material in the repair of the retaining wall.

g. Non-extant historic retaining walls of concrete or stone specific to the Historic Site may be reconstructed based on physical or pictorial evidence. Historically appropriate concrete or stone walls, if consistent with the historic character of the district, may be added to the area of a historic site viewable from adjacent public rights-of-way. Not applicable to the proposal.

h. Maintain stone in its natural finish. It is not appropriate to paint, stain, or plaster over stone or concrete. See Condition of Approval 8.
17. The following table outlines the requirements for Paths, Steps, Handrails, and Railings (not associated with porches).
   a. The original path or steps leading to the main entry, if extant, should be preserved and maintained. Complies – The Applicant’s proposal will create the original entry from the ROW to the Landmark Historic Structure.
   b. Historic hillside steps that are an integral part of the landscape should be preserved and maintained. Not applicable to the proposal.
   c. New hillside steps should be visually subordinate to the associated historic building or structure in materials, size, scale and proportion, as well as massing and shall complement the historic structure in materials, size, scale, and proportion, and massing to protect the integrity of the historic site. For longer-run stairs, consider changes in material to break up the mass of the stairs. Not applicable to the proposal.
   d. Historic handrails should be preserved and maintained. Historic handrails may be reconstructed based on photographic evidence; the reconstruction should match the original in size, design, color, texture, and material. Not applicable to the proposal.
   e. New handrails and railings shall complement the historic structure in materials, size, scale and proportions, massing and design to protect the integrity of the historic structure and site. See Condition of Approval 9.

18. Staff published notice on the City’s website and the Utah Public Notice website and posted notice to the property on August 10, 2023. Staff mailed courtesy notice to property owners within 300 feet on August 10, 2023.

Conclusions of Law
1. The proposal complies with the Land Management Code requirements pursuant to Chapter 15-2.2 Historic Residential (HR – 1) District, LMC Section 15-4-2 Fences and Retaining Walls, and LMC Section 15-13-2 Design Guidelines for Historic Residential Sites.

Conditions of Approval
1. Final plans and construction details shall reflect substantial compliance with this determination dated August 24, 2023. Any changes, modifications, or deviations may result in a stop work order.
2. The Applicant shall obtain a Building Permit prior to completing the work.
3. Prior to issuing a Building Permit, the Applicant shall provide the Planning Department with a certified structural engineer’s report showing the repair will result in a stable retaining wall.
4. The Applicant shall provide the Engineering Department drainage plans for analysis at the time of Building Permit review.
5. The Applicant shall obtain a Modification to the HDDR approval for 509 Park Avenue prior to the issuance of a Building Permit for construction on the Site.
The Planning Director or their designee is the Review Authority for the Modification approval.

6. The Applicant shall repair the retaining wall using the original materials that are found safe and/or in serviceable condition. The retaining wall shall be reassembled in its original location, placement, and orientation.

7. The Applicant shall prioritize repairing and preserving the Historic stone and mortar over the use of new materials.

8. The Applicant shall maintain the stone in its natural finish. It is not appropriate to paint, stain, or plaster over the stone.

9. The stone stairs shall be reassembled as close to code compliance as possible. Riser height shall be not more than eight inches and tread depth not less than nine inches. The greatest tread depth shall not exceed the smallest by more than 3/8 inch. Handrails shall be provided on not less than one side of each continuous run of treads or flight with four or more risers.

10. All Conditions of Approval from the July 6, 2022, Historic Preservation Board hearing still apply.

11. All Conditions of Approval from the July 28, 2022, Historic District Design Review hearing for 517 Park Avenue still apply.

12. All Conditions of Approval from the December 7, 2022, Historic Preservation Board hearing for 517 Park Avenue still apply.

13. All Conditions of Approval from the December 8, 2022, Historic District Design Review hearing for 509 Park Avenue still apply.

14. All Conditions of Approval from the August 2, 2023, Historic Preservation Board hearing still apply.

If you have questions or concerns regarding this Final Action Letter, please call (435) 615-5060 or email spencer.cawley@parkcity.org.

Sincerely,

Rebecca Ward
Interim Planning Director

CC: Spencer Cawley, Project Planner
August 2, 2023

Jeff Love
PO Box 1836
Park City, UT 84060
(435) 602-0138

CC: Caitlyn Barhorst

NOTICE OF HISTORIC PRESERVATION BOARD ACTION

Description
Address: 517 Park Avenue

Zoning District: Historic Residential – 1

Application: Modification of Approval

Project Number: PL-23-05748

Action: APPROVED WITH CONDITIONS (See Below)

Date of Final Action: August 2, 2023

Project Summary: The Applicant proposes to disassemble a portion of the historic stone retaining wall along the front property line of 509 and 517 Park Avenue, pour a new concrete retaining wall in the same location, and face the concrete wall with stone reused from the existing wall. The Applicant also proposes to re-use the curved stones and stone steps from the neighboring property (509 Park Avenue) to create a street-level entrance for 517 Park Avenue.

Action Taken
On August 2, 2023, the Historic Preservation Board conducted a public hearing and approved the Modification of Approval according to the following Findings of Fact, Conclusions of Law, and Conditions of Approval.

Findings of Fact
1. The property is located at 517 Park Avenue.
2. The site is in the Historic Residential (HR-1) Zoning District.
3. The property is listed with Summit County as Parcel number PC-73.
4. The property contains a T/L cottage constructed circa 1888 and is on the Park City Historic Sites Inventory as a Landmark Historic Structure.
5. A historic stone retaining wall sits at the front property line of 509 and 517 Park Avenue.
6. The Applicant is the property owner of 509 and 517 Park Avenue.
7. A Financial Guarantee is in place for the remodel of 517 Park Avenue. Further Guarantee requirements will be determined during the Planning Department review of the Modification of Historic District Design Review Approval for 509 and 517 Park Avenue.
8. The stone retaining wall is failing due to significant snowfall this past winter and the construction activity associated with 517 Park Avenue. Heavy machinery accessed the site through 509 Park Avenue with ramps over the wall. The wall requires deconstruction to abate further deterioration.
9. The Applicant proposes to disassemble a portion of the retaining wall, pour a new concrete retaining wall in the same location, and face the concrete wall with stone re-used from the existing wall. The Applicant also proposes to re-use the curved stones and stone steps from the neighboring property (509 Park Avenue) to create the assumed historic entry to 517 Park Avenue from the sidewalk.
10. 509 Park Avenue received Historic District Design Review (HDDR) Approval on December 8, 2023, to construct a new Single-Family Dwelling (PL-22-05313).
11. In May 2018, the Planning Department issued an HDDR waiver letter for the emergency repair of a 10-foot-wide by four-foot-tall section of the retaining wall at 517 Park Avenue.
12. The repairs in 2018 required the property owner to construct a new concrete wall behind the existing historic wall location, planning for footings and drainage, and attach the historic stones to the concrete wall so it is not visible from Park Avenue.
13. The Applicant provided photos with their application that show the capstones present today are not original.
14. Vertical break lines in the wall identify where the stairs originally accessed the site.
15. Because of the unique circumstances of the Historic stone wall, it is not possible to reasonably move the wall intact. Furthermore, due to the failure of the wall, the proposed disassembly and reassembly will abate demolition of the Historic Structure. The Applicant proposes to repair the wall in the same manner as approved in 2018 by the Planning Department.
16. The Historic Preservation Board shall consider approving the Disassembly and Reassembly of the historic stone retaining wall to improve the functionality and safety of the wall along the public Right-of-Way.
17. The historic stone retaining wall is considered a Structure as defined by the Land Management Code.
18. Disassembly of a Historic Structure shall be considered only after it has been determined by the HPB that disassembly and reassembly is necessary as outlined in LMC § 15-11-14.
19. Because of the unique circumstances of the historic stone wall, it is not possible to reasonably move the wall intact. The proposed disassembly and reassembly will abate demolition of the Historic Structure.
20. The Applicant proposes to repair the wall in the same manner as approved in 2018 by the Planning Department.
21. The Historic Preservation board shall consider approving the Material Deconstruction of the historic stone wall pursuant to LMC § 15-11-12.5.
22. The Applicant proposes deconstruction of approximately 42 square feet (3.5 feet tall by 12 feet wide) at 509 Park Avenue to accommodate the approved driveway for the yet-to-be constructed Single-Family Dwelling.
23. The new stairway opening at 517 Park Avenue is approximately 14 square feet (3.5 feet tall by four feet wide). The Applicant proposes deconstruction of this portion of the stone wall to reconstruct the stone stairs and entryway by utilizing the curved stones from the existing entry at 509 Park Avenue.
24. Reconstruction of Historic Structures and features must be constructed in such a way that the Historic Integrity of the Structure is not diminished.
   a. Location: Complies – The proposal is to deconstruct the stone wall at the future driveway entrance of 509 Park Avenue and the future stairway entry at 517 Park Avenue. The Applicant will then reconstruct the entry to 517 Park Avenue with the material taken from 509 Park Avenue. The remainder of the wall at 517 Park Avenue will be disassembled, a concrete wall poured in the same location, and then reassemble the stone on the façade of the concrete retaining wall. The stone wall will remain in the same location as it sits today.
   b. Design: Complies – The proposed work on the stone wall will not detract from the Historic Character of the Site. The reassembled portion of the stone wall will appear identical to what exists today. The reconstructed stairway entry at 517 Park Avenue is the assumed location of the original entry to the Site.
   c. Setting: Condition of Approval 8 - The existing grade at 517 Park Avenue is maintained and does not require additional retaining. The updated entryway to the Landmark Historic Structure adds to the historic context of the Site.
   d. Materials: Condition of Approval 2.
e. Workmanship: Complies – The proposed method of construction will help to preserve the visual techniques used in the mining era to construct stacked stone retaining walls.

f. Feeling: Complies – The Material Deconstruction and Reconstruction will not alter the Site’s expression of feeling as a result of the proposed work. The presence of the repaired wall will maintain the Property’s Historic character.

g. Association: Complies – The Historic stone wall will remain in the same location as it sits today, with the exception of the location of the new entryway to 517 Park Avenue and the location of the approved driveway at 509 Park Avenue. The form and location of the wall will remain intact.

25. Condition of Approval 13 of the 509 Park Avenue HDDR Approval requires the Applicant to integrate the existing historic stone retaining wall into the final design to mitigate the changes to topography north of the proposed driveway.

26. Because of the existing uphill grade of 509 Park Avenue, the existing topography will be altered to accommodate the garage and stairway entrance. The Applicant is required to maintain the natural grade under the proposed entryway stairs. Retaining walls are proposed to help maintain the site’s natural topography north (left) of the driveway.

27. Staff published notice on the City’s website, the Utah Public Notice website, and posted notice to the property on July 19, 2023.

28. Staff mailed courtesy notices to property owners within 300 feet on July 19, 2023.


Conclusions of Law

2. The proposed Use, as conditioned, is compatible with the surrounding structures, in Use, scale, mass, and circulation.

3. The effects of any difference in use or scale have been mitigated through careful planning.

Conditions of Approval
1. Final building plans and construction details shall reflect substantial compliance with the Historic Preservations determination dated August 2, 2023. Any changes, modifications, or deviations may result in a stop work order.

2. The Applicant shall repair the retaining wall using the original materials that are found to be safe and/or in serviceable condition. The retaining wall shall be reassembled in its original location, placement, and orientation.
3. The Applicant shall provide the Planning Department with a certified structural engineer’s report showing that reassembly will result in a stable retaining wall. This report shall be provided prior to building permit issuance.

4. If any material is deemed unusable, then the Applicant shall work with the Project Planner on-site to determine if non-historic stone is appropriate for use.

5. The Applicant shall provide drainage plans for review and approval by the Engineering Department.

6. The Applicant shall prioritize repairing and preserving historic stone and mortar over the use of new materials.

7. The Applicant shall maintain the stone in its natural finish. It is not appropriate to paint, stain, or plaster over stone or concrete.

8. The Applicant shall maintain as much of the Historic stone wall in its existing location at 509 Park Avenue as feasibly possible as required by the December 8, 2022, HDDR Conditions of Approval.

9. The Applicant shall obtain a Modification to the HDDR approval for 509 and 517 Park Avenue prior to the issuance of a Building Permit. The Planning Director or their designee is the Review Authority for the Modification approval.

10. All Conditions of Approval from the July 6, 2022, Historic Preservation Board hearing still apply.

11. All Conditions of Approval from the July 28, 2022, Historic District Design Review hearing for 517 Park Avenue still apply.

12. All Conditions of Approval from the December 7, 2022, Historic Preservation Board hearing for 517 Park Avenue still apply.

13. All Conditions of Approval from the December 8, 2022, Historic District Design Review hearing for 509 Park Avenue still apply.

If you have questions or concerns regarding this Final Action Letter, please call (435) 615-5065 or email spencer.cawley@parkcity.org.

Sincerely,

Randy Scott  
Historic Preservation Board Chair

CC: Rebecca Ward, Interim Planning Director  
Spencer Cawley, Project Planner
May 31, 2018

Jasper Rose, LLC
c/o Timothy Lee
P.O. Box 1402
Park City, UT 84060

Re: Complete Historic District Design Review Determination
Property Address: 517 Park Avenue
PL-17-03623

Per your Pre-Historic District Design Review Application (Pre-HDDR) and associated plans submitted on July 19, 2017, May 11, 2018, and May 23, 2018 regarding the Landmark Site located at 517 Park Avenue, it was determined that your proposed work is an emergency repair having little or no negative impact on the historic character of the surrounding neighborhood or the Historic District. Therefore, per §15-11-12(A)(3) of the Land Management Code, your proposal would not be required to complete the full Historic District Design Review (HDDR) process; however adherence to the Design Guidelines is still required. The following conditions must be met:

- The applicant is proposing to stabilize a portion of a Historic stone wall at 517 Park Avenue. The portion of the Historic stone wall that is to be stabilized measures 10 feet wide by 4 feet tall. The stone wall is located at the front (east) property line abutting the sidewalk along Park Avenue. The Historic stone wall is currently leaning heavily to the east which is causing the wall to lean over part of the sidewalk. The proposed work is considered an emergency repair.
- The following work is proposed in order to stabilize the portion of the Historic stone wall:
  - Remove the existing capstone(s) from the top of the Historic stone wall. The capstone(s) will be stored and protected on a wood pallet on the driveway.
  - Deconstruct a 10 foot wide by 4 foot tall section of the Historic stone wall by hand. Each stone will be numbered and documented in a photo journal. All stones will be stored and protected on a wood pallet on the driveway.
  - All palletized material shall be secured and fully enclosed with a metal mesh (ex: chicken wire) or like material.
  - Hand dig a 7 feet to 8 feet deep trench behind the stone wall location to accommodate footings, drainage, and construction of a new concrete retaining wall behind the existing stone wall location. The new concrete retaining wall shall not be visible from the Public Right-of-Way.
  - Reconstruct the exact appearance of the Historic stone wall based on the numbered stones and photo journal created during the deconstruction process. The stored Historic stones will be attached as a veneer to the new concrete retaining wall.
- If existing Historic stones are deemed unusable, the Project Planner shall be called on site for an inspection prior to the disposal of the “unusable stones”.
- The Project Planner shall inspect and approve any new stones that are proposed as “replacement stones” should the quantity of usable Historic stones be insufficient due to damage or other factors.
- All landscaping that is disturbed during the construction shall be replaced in-kind before project completion.
  - A Financial Guarantee in the amount of $10,000.00 shall be secured prior to approval of a Building Permit.
  - A Building Permit will be required for this work.
  - Please contact the Engineering Department regarding work in the Right-of-Way and any proposed sidewalk closures.

Should you have any questions or concerns, please do not hesitate to contact Planner Hannah Tyler at hannah.tyler@parkcity.org or (435) 615-5059.

Sincerely,

Bruce Erickson, AICP
Planning Director

CC: Hannah M. Tyler, Planner

Attachments:
Attachment 1: Physical Conditions Report
Attachment 2: Historic Preservation Plan
Attachment 3: Copy of Financial Guarantee Form
# Physical Conditions Report

**For Use with the Historic District Design Review (HDDR) Application**

**For Official Use Only**

**Planner:** HANNAH M. TIEFEL  
**Application #:** PL-17-03623  
**Date Received:** 5/11/2018 (Updated)

## Project Information

<table>
<thead>
<tr>
<th>Name: Jasper Rose L.L.C.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address: 517 Park Ave.</td>
</tr>
<tr>
<td>Park City, Utah 84060</td>
</tr>
</tbody>
</table>

**Tax ID:** PC-73

**Subdivision:**

**Survey:**

**Historic Designation:**
- [x] Landmark  
- [ ] Significant  
- [ ] Not Historic

## Applicant Information

<table>
<thead>
<tr>
<th>Name: Jasper Rose L.L.C.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mailing Address: PO Box 1402</td>
</tr>
<tr>
<td>Address: Park City, Utah 84060</td>
</tr>
</tbody>
</table>

**Phone #:** (435) 901-0299  
**Fax #:** ( )  
**Email:** timmylee57@gmail.com

## Applicant's Representative Information

<table>
<thead>
<tr>
<th>Name: Tim Lee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phone #: (435) 901-0299</td>
</tr>
<tr>
<td>Email: <a href="mailto:timmylee57@gmail.com">timmylee57@gmail.com</a></td>
</tr>
</tbody>
</table>

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If you have questions regarding the requirements in this application or process please contact a member of the Park City Planning Staff at 435-412-4860 or visit us online at www.parkcity.org.
ACKNOWLEDGMENT OF RESPONSIBILITY

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

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

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

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

Signature of Applicant: __________________________
Name of Applicant: Tim Lee
Mailing Address: PO Box 1402
                           Park City, Utah 84060
Phone #: (435) 901-0299 Fax #: ( )
Email: timmylee57@gmail.com
Type of Application: Historic District/Site Design Review

AFFIRMATION OF SUFFICIENT INTEREST

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

Name of Owner: Jasper Rose L.L.C.
Mailing Address: PO Box 1402
                               Park City, Utah 84060
Street Address/Legal Description of Subject Property: 517 Park Ave., tax # PC-73
                           Historic Stone retaining wall repair
Signature: __________________________ Date: 5-9-18

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

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

If you have questions regarding the requirements on this application or process please contact a member of the Park City Planning Staff at 435-635-9050 or visit us online at www.parkcity.org. Updated: 10/2014
PHYSICAL CONDITIONS REPORT

Detailed Description of Existing Conditions. Use this page to describe all existing conditions. Number items consecutively to describe all conditions, including building exterior, additions, site work, landscaping, and new construction. Provide supplemental pages of descriptions as necessary for those items not specifically outlined below.

1. Site Design

This section should address landscape features such as stone retaining walls, hillside steps, and fencing. Existing landscaping and site grading as well as parking should also be documented. Use as many boxes as necessary to describe the physical features of the site. Supplemental pages should be used to describe additional elements and features.

<table>
<thead>
<tr>
<th>Site Features</th>
</tr>
</thead>
<tbody>
<tr>
<td>Element/Feature:</td>
</tr>
<tr>
<td>This involves:</td>
</tr>
<tr>
<td>■ An original part of the building</td>
</tr>
<tr>
<td>□ A later addition</td>
</tr>
<tr>
<td>Estimated date of construction:</td>
</tr>
</tbody>
</table>

Describe existing feature:

The site is on an ENE facing slope. The residence is entered from Park Ave. The overall slope is gradual (roughly 3%) from the front retaining wall toward the back of the property for about 50' and then steepens roughly 20% for the remaining distance. There are no unusual conditions but there are retaining walls.

Describe any deficiencies: Existing Condition: □ Excellent □ Good □ Fair □ Poor

Photo Numbers: ________________________ Illustration Numbers: ________________________
Retaining Walls

Element/Feature: ________________________________

This involves: □ An original part of the building 1889 & 1993
□ A later addition

Estimated date of construction: ______________________

Describe existing feature:

There are concrete retaining walls faced with stone to the left and right of the driveway. They are 14' long and 4' 5" - 6' in height. The driveway is 15' wide. These were built in 1993. There is an historic stone retaining wall along the front/east property line, with stone steps up to the property, built in 1889. This historic wall is capped with stones 2'x4'x6". The height of the wall is aprox 4'5" and 45' long.

Describe any deficiencies:

Existing Condition: □ Excellent □ Good □ Fair □ Poor

There is a 6' wide section 10'6" south of the driveway, that has settled forward out of plumb due to soil pressures, snowmelt and age. This is the section of the wall to be repaired.

Photo Numbers: ________________________________ Illustration Numbers: ________________________________
Landscaping

Element/Feature: __________________________

This involves:  □ An original part of the building
               □ A later addition

Estimated date of construction: __________________________

Describe existing feature:

The existing landscape on the site is mostly grass surrounded by a 3' wide planter area with natural stone edging. There are a couple aspens and many assorted perennials including Columbine and Poppies.

Describe any deficiencies:

Existing Condition:  □ Excellent  □ Good  □ Fair  □ Poor

Photo Numbers: __________________________  Illustration Numbers: __________________________
HISTORIC PRESERVATION PLAN
For Use with the Historic District/Site Design Review Application

For Official Use Only
PLANNER: HANNAH M. TYLER APPLICATION #: PL-17-03623
DATE RECEIVED: 5/19/2018 / 5/23/2018

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

PROJECT INFORMATION

X LANDMARK DISTRICT:

NAME: Jasper Rose L.L.C.

ADDRESS: 517 Park Ave.
Park City, Utah 84060

TAX ID: PC-73 OR

SUBDIVISION: OR

SURVEY: LOT #: BLOCK #:

APPLICANT INFORMATION

NAME: Tim Lee

PHONE #: (435) 901-0299 FAX #: ( ) -
EMAIL: timmylee57@gmail.com

If you have questions regarding the requirements on this application or process please contact a member of the Park City Planning Staff at (435) 615-5060 or visit us online at www.parkcity.org. Updated 10/2014
1. Project Description

This involves:  □ Preservation  □ Restoration
□ Reconstruction  □ Rehabilitation

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

1. Project Description: The Jasper Rose LLC property located at 517 Park Ave. currently consists of an existing structure built in 1889 and remodeled in 1993. The historic stone retaining wall which runs along the east property line has a 6’ wide section 4’5” in height that has settled forward out of plumb. The plan is to brace this section and adjacent portions to remain, then hand dig behind wall to frost depth, carefully remove failed section and pour an engineered concrete wall. The existing stone will then be attached to the new concrete wall.

2. Design Issues
The historic features and overall character of the wall will not be affected as we will reuse the existing historic stone.

If you have questions regarding the requirements on this application or process please contact a member of the Park City Planning Staff at (435) 615-5060 or visit us online at www.parkcity.org. Updated 10/2014.
Retaining Wall - 517 park Ave.

Element/Feature:

This involves:
☐ An original part of the building
☐ A later addition

Estimated date of construction: ____________

Describe existing feature:

As per our discussion today, the failed 6' portion of the retaining wall will be rebuilt with as much original material as possible and if needed, similar shape and size will be used to match existing leaving two cold joints to distinguish the existing portion and will be attached to the new retaining wall w/corrugated masonry ties @ 24" o.c. each way. The new concrete wall will be 6" thick, 8'-10' wide and 78" in height sitting on top of a 10" in height 30" in thickness 8'-10' wide footing as per plan.

5-23-18

Describe any deficiencies:

Existing Condition: ☐ Excellent  ☐ Good  ☐ Fair  ☐ Poor

Photo Numbers: ___________________________  Illustration Numbers: ___________________________

Tim Lee  517 Park Ave.
Site Design

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

<table>
<thead>
<tr>
<th>Historic stone retaining wall</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Element/Feature:</strong></td>
</tr>
<tr>
<td>This involves:</td>
</tr>
<tr>
<td>□ Preservation   □ Restoration</td>
</tr>
<tr>
<td>□ Reconstruction □ Rehabilitation</td>
</tr>
</tbody>
</table>

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

3. Construction Issues

There is an historic stone retaining wall on the east property line, 4'5" in height 45' long. 10'6" to the south of the driveway, a 6' wide section has settled forward out of plumb due to soil pressures, snow melt and age. We propose to brace the failing sections and adjacent portions to remain, using wood bracing as needed, in situ soil stabilization and lean concrete fill. We will then hand dig behind the stabilized wall down to frost depth, aprox 10' wide, storing all soil on site. We will carefully remove the failed section, as in tack as possible, and store on site to be reused. An engineered cantilevered concrete retaining wall will be poured behind existing wall with a perforated drain line at footing level. Existing stone to be reused and attached to new concrete wall w/corrugated ties @ 24" o.c. each way. We will repoint existing stone wall as needed.

Structure

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

<table>
<thead>
<tr>
<th><strong>Element/Feature:</strong></th>
</tr>
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<tr>
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<td>□ Preservation   □ Restoration</td>
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Based on the condition and deficiencies outlined in the Physical Conditions Report, please describe in detail the proposed work:

If you have questions regarding the requirements on this application or process please contact a member of the Park City Planning Staff at (435) 615-5060 or visit us online at www.parkcity.org. Updated 10/2014.
4. Project Team
Stacy Warmack, a licensed structural engineer with Wild Country Engineering has designed the concrete cantilevered retaining wall. 801-867-0692 She will be stamping the construction documents and is familiar with requirements and processes to complete projects according to the cities requirements and guidelines.
Tim Lee the owner of 517 Park Ave will be on site and available during the construction process to ensure construction per construction documents. Tim Lee has been a general contractor working on multiple historic projects in Park City for the past 42 years and is also familiar with the requirements and processes to complete projects.
A preliminary selection process for possible contractors and subcontractors is currently underway.

5. Site History
The structure at 517 Park Ave was originally built in 1889. It was completely renovated in 1993 and was Nationally Registered that year. It is referred to as the Dr. William Bardsley House. That makes the wall 129 years old!

6. Financial Guarantee
To satisfy the financial guarantee there will be a letter of credit or an escrow acct set up.
4. PROJECT TEAM
List the individuals and firms involved in designing and executing the proposed work. Include the names and contact information for the architect, designer, preservation professional, contractor, subcontractors, specialized craftspeople, specialty fabricators, etc...

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

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

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

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

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

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

Signature of Applicant: __________________________ Date: 5-9-18

Name of Applicant: ____________________________

If you have questions regarding the requirements on this application or process please contact a member of the Park City Planning Staff at (435) 615-5090 or visit us online at www.parkcity.org. Updated 10/2014.
DETAILED / DECONSTRUCTION OF WALL

Element/Feature: ____________________________

This involves: □ An original part of the building
□ A later addition

Estimated date of construction: ______________

Describe existing feature:

We will take detailed pictures with a numbered journal of the stones adjacent to and including the 6' failed section and the 3-cap stones affected. After bracing the wall we will hand dig behind wall to free it up. We will remove as few stones as possible. They will be placed in the stone storage area, located on the site plan, on a piece of plywood in their correlated and precise locations. Then the 6' failed section will be fitted with 3/4" plywood front and back then strapped side to side & top to bottom. We will carefully lift and store this section braced vertically in the stone storage area. If it cracks or separates we will keep the pieces catalogued and numbered on a piece of plywood in the stone storage area located on the site plan, in their correlated and precise locations.

Describe any deficiencies: 

Existing Condition: □ Excellent □ Good □ Fair □ Poor

Photo Numbers: ____________________________ Illustration Numbers: ____________________________

If you have questions regarding the requirements on this application or process please contact a member of the Park City Planning Staff at (435) 615-5080 or visit us online at www.parkcity.org. Updated 10/26/14.
DETAILS / RECONSTRUCTION OF THE WALL

Element/Feature: ________________________________

This involves: □ An original part of the building
□ A later addition

Estimated date of construction: ________________________________

Describe existing feature:

We will pour an engineered cantilevered retaining wall as per construction documents behind the plane of the wall, 10' wide so as to tie the 6' failed section to the adjacent walls. We then attach an angle iron 6"x6"x10' to the new wall to support the base of the historic section. Then we reattach the 6' section with corrugated masonry ties @ 24" o.c. each way to the new wall and weave the adjacent sides back together with the historic catalogued and numbered stones. Finally we backfill and pour an 8" concrete slab to slope from the wall to the existing sidewalk.

Describe any deficiencies:

Existing Condition: □ Excellent □ Good □ Fair □ Poor

______________________________

Photo Numbers: _____________________________ Illustration Numbers: _____________________________
LANDSCAPING MIN SLOPE  
\( \frac{1}{2}'' \) PER FOOT OVER FIRST  
10 FEET

6" FND WALL W/ #4 @ 12" O/C  
VERTS CENTERED IN WALL

HORIZONTAL BARS: #4@12" O.C.

DOWELS W/ STD HOOK  
TO MATCH VERTS

SIMILAR SHAPE &  
SIZE STONE TO BE  
USED TO MATCH EXISTING STONE.

SOME EXISTING STONE TO BE  
REUSED AND ATTACHED TO  
NEW CONC RETAINING WALL  
W/ CORRUGATED MASONRY  
TIES @ 24" O.C. EACH WAY

SIDESWALK SLAB TO BE  
REPAIRED: 4" SLAB W/  
CONTROL JOINTS TO MATCH  
EXISTING  
SIDESWALK TO SLOPE AWAY  
FROM RETAINING WALL  
TOWARD VEGETATED STRIP  
1/4" PER FT

CONCRETE NOTES:
1. FOR WALL AND SIDESWALK, USE PARK  
CITY MUNICIPAL EXTERIOR CONCRETE  
MIX AVAILABLE AT LOCAL CONCRETE  
RETAILER
2. \( f_c = \text{MIN 2500 PSI IN DESIGN} \)
3. \( f_y = 60 \text{ KSI DEFORMED REINFORCING STEEL} \)

FOUNDATION (PERFORATED  
DRAIN TILES WITH FABRIC  
AND CLEAN GRAVEL  
TRENCH) DRAIN TO  
DAYLIGHT OR STORM  
30"x10" FTG w/ (4) #4 CONT.

CANTILEVERED RETAINING WALL
STONE WALL HEIGHT 48"

EXISTING SIDEWALK 4"

40" FROST DEPTH

THICKNESS
12"
6" STONE CONCRETE
6"

STONE CAP

CONCRETE
78" WALL HEIGHT

FOOTING HEIGHT 10"

30"

APPROX 8-10' WIDE CANTILEVERED RETAINING WALL

1" = 1'  517 PARK AVE  TIM LEE  5-23-18
4' high
x 10 wide

40 sq ft x $250

$ 10,000
April 9, 2018

Tim Lee
517 Park Ave
Park City, UT 84060
435-901-0299
timmylee57@gmail.com

Re.: Lee Retaining Wall
    Park City, UT

Dear Mr. Lee:

This letter is to confirm that Wild Country Engineering is under contract to provide engineering for replacing a portion of failing retaining wall supporting the front lawn and separating it from the sidewalk at 517 Park Ave in Park City, Utah. See the enclosed preliminary sketch. Engineering calculations and accompanying retaining wall drawings are scheduled to be complete in approximately two to three weeks.

If you have any questions or need additional information, please do not hesitate to call or email. Thank you.

Respectfully,

Stacy Warmack, S.E.
Project Manager
PRELIMINARY SKETCH - RETAINING WALL REPAIR

EX. FRONT LAWN

EX. SIDEWALK TO BE REPAIRED

NEW CONCRETE RETAINING WALL

FOUNDATION DRAIN TO STORM OR DAYLIGHT

* FINAL CONFIGURATION TBD FOR ILLUSTRATION ONLY NOT FOR CONSTRUCTION
Railing will be 2x2's 12".
Posts will be 6x6 turned.

10' garage door.

517 Park Ave.

Proposed garage addition: House will not be raised.

Scale: 1" = 1'-0"
9-5-92

[Diagram details: New sheet rock throughout, new and floor framing.]

From: Timmy Lee timmylee57@gmail.com
Subject: 
Date: April 3, 2018 at 1:49 PM
To: timmylee57@gmail.com
### Cantilevered Retaining Wall

**Criteria**
- Retained Height = 4.00 ft
- Wall height above soil = 0.50 ft
- Slope Behind Wall = 0.00
- Height of Soil over Toe = 0.00 in
- Water height over heel = 0.0 ft

**Soil Data**
- Allow Soil Bearing = 1,500.0 psf
- Equivalent Fluid Pressure Method
- Active Heel Pressure = 40.0 psf/ft
- Passive Pressure = 250.0 psf/ft
- Soil Density, Heel = 110.00pcf
- Soil Density, Toe = 0.00 pcf
- Footing|Soil Friction = 0.400
- Soil height to ignore for passive pressure = 12.00 in

**Surcharge Loads**
- Surcharge Over Heel = 0.0 psf
- Used To Resist Sliding & Overturning
- Surcharge Over Toe = 100.0
- Used for Sliding & Overturning

**Axial Load Applied to Stem**
- Axial Dead Load = 0.0 lbs
- Axial Live Load = 0.0 lbs
- Axial Load Eccentricity = 0.0 in

**Design Summary**
- Wall Stability Ratios
  - Overturning = 2.41 OK Slab Resists All Sliding!
- Total Bearing Load = 1,360 lbs
- ...resultant ecc. = 5.66 in
- Soil Pressure @ Toe = 1,165 psf OK
- Soil Pressure @ Heel = 0 psf OK
- Allowable = 1,500 psf
- Soil Pressure Less Than Allowable
- ACI Factored @ Toe = 1,631 psf
- ACI Factored @ Heel = 0 psf
- Footing Shear @ Toe = 0.2 psi OK
- Footing Shear @ Heel = 4.4 psi OK
- Allowable = 75.0 psi

**Lateral Load Applied to Stem**
- Lateral Load = 0.0 /# ft
  - Height to Top = 0.00 ft
  - Height to Bottom = 0.00 ft
- Load Type = Wind (W)
  - (Service Level)
  - Wind on Exposed Stem = 0.0 psf
  - (Service Level)

**Stem Construction**
- **Design Data**
  - $f_{b0}/f_{b0} + f_r/f_a = 0.274$
  - Total Force @ Section
    - Service Level lbs = 512.0
    - Strength Level lbs = 682.7
  - Moment....Actual
    - Service Level ft=# = 14.2
    - Strength Level ft=# = 3.00
  - Shear....Allowable
    - Wall Height psi = 75.0
    - Rebar Depth 'd' in = 3.00

**Masonry Data**
- $f_m$ psi = 2,500.0
- $f_s$ psi = 60,000.0

**Load Factors**
- Building Code IBC 2015,ACI
- Dead Load 1.200
- Live Load 1.600
- Earth, H 1.600
- Wind, W 1.000
- Seismic, E 1.000

---

Vertical component of active lateral soil pressure is considered in the calculation of soil bearing pressures.
**Cantilevered Retaining Wall**

**Concrete Stem Rebar Area Details**

<table>
<thead>
<tr>
<th>Bottom Stem</th>
<th>Vertical Reinforcing</th>
<th>Horizontal Reinforcing</th>
</tr>
</thead>
<tbody>
<tr>
<td>As (based on applied moment) :</td>
<td>0.0566 in²/ft</td>
<td>Min Stem T&amp;S Reinf Area 0.640 in²</td>
</tr>
<tr>
<td>(4/3) * As :</td>
<td>0.0754 in²/ft</td>
<td>Min Stem T&amp;S Reinf Area per ft of stem Height : 0.144 in²/ft</td>
</tr>
<tr>
<td>200d/fy: 200(12)(3)600000 :</td>
<td>0.12 in²/ft</td>
<td>Horizontal Reinforcing Options :</td>
</tr>
<tr>
<td>0.0018bh: 0.0018(12)(6) :</td>
<td>0.1296 in²/ft</td>
<td>One layer of :</td>
</tr>
</tbody>
</table>

**Required Area :**
- 0.1296 in²/ft

**Provided Area :**
- 0.2 in²/ft

**Maximum Area :**
- 0.4064 in²/ft

**Footing Dimensions & Strengths**

| Toe Width | 0.50 ft |
| Heel Width | 2.00 |
| Total Footing Width | 2.50 |
| Footing Thickness | 10.00 in |
| Key Width | 0.00 in |
| Key Depth | 0.00 in |
| Key Distance from Toe | 0.00 ft |

**fc = 2,500 psi  Fy = 60,000 psi**

**Founding Concrete Density**
- 150.00pcf

**Min. As %**
- 0.0018

**Cover @ Top**
- 2.00 @ Btm= 3.00 in

**Footing Design Results**

| Toe | Heel |
| Factored Pressure | 1,631 | 0 psf |
| Mu': Upward | 189 | 277 ft-# |
| Mu': Downward | 39 | 763 ft-# |
| Mu: Design | 151 | 486 ft-# |
| Actual 1-Way Shear | 0.17 | 4.38 psf |
| Allow 1-Way Shear | 75.00 | 75.00 psi |
| Toe Reinforcing | None Spec'd |
| Heel Reinforcing | None Spec'd |
| Key Reinforcing | None Spec'd |

- Other Acceptable Sizes & Spacings
  - Toe: #4 @ 11.11 in, #5 @ 17.22 in, #6 @ 24.44 in, #6 @ 33.33 in, #6 @ 48.89 in
  - Heel: Not req'd: Mu < phi*5*lambda*sqrt(fc)/5
  - Key: No key defined

**Summary of Overturning & Resisting Forces & Moments**

<table>
<thead>
<tr>
<th>Item</th>
<th>Force lbs</th>
<th>Distance ft</th>
<th>Moment ft-#</th>
</tr>
</thead>
<tbody>
<tr>
<td>Heel Active Pressure</td>
<td>467.2</td>
<td>1.61</td>
<td>752.7</td>
</tr>
<tr>
<td>Surcharge over Heel</td>
<td>=</td>
<td>=</td>
<td>=</td>
</tr>
<tr>
<td>Surcharge over Toe</td>
<td>=</td>
<td>=</td>
<td>=</td>
</tr>
<tr>
<td>Adjacent Footing Load</td>
<td>=</td>
<td>=</td>
<td>=</td>
</tr>
<tr>
<td>Added Lateral Load</td>
<td>=</td>
<td>=</td>
<td>=</td>
</tr>
<tr>
<td>Load @ Stem Above Soil</td>
<td>=</td>
<td>=</td>
<td>=</td>
</tr>
</tbody>
</table>

**Total**
- 467.2 O.T.M. 752.7

**Resisting/Overturning Ratio**
- 2.41

**Vertical Loads used for Soil Pressure**
- 1,360.0 lbs

**Soil Over Heel**
- 660.0 lbs 1.75 1,155.0

**Sloped Soil Over Heel**
- =

**Sloped Surcharge Over Heel**
- =

**Axial Dead Load on Stem**
- =

**Axial Live Load on Stem**
- =

**Total**
- 1,360.0 lbs R.M.x 1,811.3

Vertical component of active lateral soil pressure is considered in the calculation of Sliding Resistance.

Vertical component of active lateral soil pressure is considered in the calculation of Overturning Resistance.
**Horizontal Deflection at Top of Wall due to settlement of soil**

(Deflection due to wall bending not considered)

- Soil Spring Reaction Modulus: 250.0 psi
- Horizontal Defl @ Top of Wall (approximate only): 0.058 in

*The above calculation is not valid if the heel soil bearing pressure exceeds that of the toe, because the wall would then tend to rotate into the retained soil.*
ATTACHMENT 3: COPY OF HISTORIC SITES FINANCIAL GUARANTEE FORM

HISTORIC SITES FINANCIAL GUARANTEE

Planning Project # PL-17-03623

Address: 517 Park Ave, Park City, UT

Landmark Site ☐ Significant Site ☐

Preservation Plan includes:
☐ Full Reconstruction
☐ Full Panelization
☐ Partial Panelization: How many facades ______
☐ Historic stone wall repair.

Square footage of Historic Structure ______ x $_____/s.f. = $_____

Square footage of Historic Structure porch ______ x $_____/s.f. = $_____

Square footage of Historic Accessory Structure ______ x $_____/s.f. = $_____

Square footage of Historic Site Improvement 40 SF x $250/s.f. = $10,000.00

Salvaged Material _______________________________ $_____

TOTAL GUARANTEE AMOUNT

$10,000.00

Method of Guarantee:

☐ Cash
☐ Letter of Credit
☐ Escrow
☐ Other (Lien)

Planner: ____________________________ Date____

Planning Director (or designee) ____________________________ Date____

Chief Building Official (or designee) ____________________________ Date____
July 28, 2022

Jeffrey Love
517 Park Avenue
Park City, Utah 84060

NOTICE OF PLANNING DIRECTOR ACTION

Description
Address: 517 Park Avenue

Zoning District: Historic Residential – 1

Application: Historic District Design Review (HDDR)

Project Number: PL-21-05118

Action: APPROVED WITH CONDITIONS (See Below)

Date of Final Action: July 28, 2022

Project Summary: Renovation of Landmark Historic Structure

Action Taken
On July 28, 2022, the Planning Director conducted a public hearing and approved the renovation of the existing Accessory Building according to the following findings of fact, conclusions of law, and conditions of approval.

Findings of Fact
1. 517 Park Avenue is a one-story T/L cottage was constructed in c.1888 and is a Landmark Historic Site on Park City’s Historic Sites Inventory.
2. This site was listed on the National Register of Historic Places in 1994 as part of the Park City Mining Boom Era Residences Thematic District.
3. The structure underwent major rehabilitation work from 1993 to 1994.
4. On December 28, 2021, a Historic District Design Review Pre-Application was submitted to the Planning Department.
5. On March 24, 2022, the Planning Department received a complete Historic District Design Review (HDDR) application for 517 Park Avenue.
6. The HDDR Application was reviewed by the Design Review Team on April 13, 2022.
7. Staff published notice on the City’s website and posted notice to the property on July 14, 2022.
8. Staff mailed courtesy notice to property owners within 100 feet and posted notice to the property on July 14, 2022.
9. The Analysis Section of the Staff Report is incorporated herein.
10. The historic structure encroaches into Lot 3.
11. The historic retaining wall encroaches into the Park Avenue Right-of-Way.

Conclusions of Law
1. The proposal complies with the Land Management Code requirements pursuant to Chapter 15-2.2, Historic Residential – 1 (HR-1) District.

Condition(s) of Approval
1. Prior to the issuance of a building permit, the Applicant is required to record a financial guarantee with the City.
2. The historic retaining wall may not be altered until Planning Department review and approval of proposed plans. An additional Historic District Design Review Pre-Application for the proposed landscaping must be reviewed and approved by the Planning Department.
3. Proposed parking must comply with LMC Chapter 15-3, Off-Street Parking.
4. Final building plans and construction details shall reflect substantial compliance with the plans approved July 28, 2022, by the Planning Department. The applicant is responsible for notifying the Planning Department prior to making any changes to the approved plans.
5. If the Applicant does not obtain a complete building permit within one year of the date of this approval, this HDDR approval will expire unless the Applicant submits a written extension request to the Planning Department prior to the expiration date and the Planning Department approves an extension.
6. No more than two feet (2') of the foundation shall be visible above Final Grade on the secondary and tertiary façades; no more than 8” of foundation shall be visible above Final Grade on the primary façade.
7. Residential fire sprinklers are required for all new or renovation construction on this lot, per the discretion of the Chief Building Official.
8. All exterior lighting shall be down directed and fully shielded.
9. New construction activity shall not physically damage nearby Historic Sites.
10. New materials should reflect the character of the Historic District.
11. No doors or windows may be vinyl or aluminum; all new doors and windows shall be wood or aluminum-clad wood.
12. Synthetic building materials shall not be used unless the materials are made of a minimum of 50% recycled and/or reclaimed material.
13. All exterior wood shall have an opaque rather than transparent finish. When possible, low-VOC (volatile organic compound) paints and finished shall be used. Rustic, unfinished wood is inappropriate.
14. To the extent possible, existing Significant Vegetation shall be maintained on Site and protected during construction. When approved by the Planning Department in writing to be removed, the Significant Vegetation shall be replaced with equivalent landscaping in type and size. Multiple trees equivalent in caliper to the size of the removed.
15. The Applicant shall record an encroachment agreement with Summit County to address the portions of the retaining wall along the front of the property that encroach into the Park Avenue Right-of-Way.
16. The Applicant shall record an encroachment agreement with Summit County to address the portion of the Historic Structure that encroaches onto Lot 3.

If you have questions or concerns regarding this Final Action Letter, please call 435-615-5067 or email aiden.lillie@parkcity.org.

Sincerely,

Gretchen Milliken,
Planning Director

CC: Aiden Lillie, Planner I
517 PARK AVENUE – HDDR MODIFICATION

The stone retaining wall located on the property is failing in areas and needs to be reconstructed; it has been stacked and re-stacked over time as evidenced by previous historic photographs of the property. With this application we are requesting approval to deconstruct the stacked stone wall, pour a new concrete retaining wall and face the wall with stone re-used from the existing wall. We propose to re-use the curved stones and stone steps from the property at 509 Park Avenue, which has an approved HDDR for a new single-family home as the location of that new driveway is located where there are steps currently. The location of the new stone retaining wall leading to 517 Park mimics the historic location which was centered on the front porch. The stair will jog and connect with the reconstructed front entrance stair which will line up with the existing location of the front door.

We propose to keep the wall in the existing location along the ROW/ sidewalk as that is the original footprint of the retaining wall.

Thank you,

CAITLYN BARHORST (they/them)
PROJECT MANAGER +
HISTORIC PRESERVATION SPECIALIST
4040 W Daybreak Parkway #110
South Jordan, UT 84009
O: 801.417.9951 | C: 806.559.8079
www.uncommonarch.com
PHYSICAL CONDITIONS REPORT & HISTORIC PRESERVATION PLAN

INFORMATION GUIDE AND APPLICATIONS
# PHYSICAL CONDITIONS REPORT

For Use with the *Historic District Design Review (HDDR)* Application

<table>
<thead>
<tr>
<th>For Official Use Only</th>
</tr>
</thead>
<tbody>
<tr>
<td>PLANNER:</td>
</tr>
<tr>
<td>APPLICATION #:</td>
</tr>
<tr>
<td>DATE RECEIVED:</td>
</tr>
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</table>

## PROJECT INFORMATION

<table>
<thead>
<tr>
<th>NAME:</th>
<th>517 PARK</th>
</tr>
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<tbody>
<tr>
<td>ADDRESS:</td>
<td>517 PARK AVENUE, PARK CITY, UT 84060</td>
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<tr>
<td>TAX ID:</td>
<td>PC-73</td>
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<tr>
<td>SUBDIVISION:</td>
<td></td>
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<tr>
<td>SURVEY:</td>
<td>PARK CITY SURVEY</td>
</tr>
<tr>
<td>LOT #:</td>
<td>4-5</td>
</tr>
<tr>
<td>BLOCK #:</td>
<td></td>
</tr>
<tr>
<td>HISTORIC DESIGNATION:</td>
<td>☑ LANDMARK</td>
</tr>
<tr>
<td></td>
<td>☐ SIGNIFICANT</td>
</tr>
<tr>
<td></td>
<td>☐ NOT HISTORIC</td>
</tr>
</tbody>
</table>

## APPLICANT INFORMATION

<table>
<thead>
<tr>
<th>NAME:</th>
<th>Jeff Love</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAILING ADDRESS:</td>
<td>P.O. Box 1836</td>
</tr>
<tr>
<td></td>
<td>Park City, Ut. 84060</td>
</tr>
<tr>
<td>ADDRESS:</td>
<td>95 King Rd.</td>
</tr>
<tr>
<td>PHONE #:</td>
<td>(435-602-0138)</td>
</tr>
<tr>
<td>FAX #:</td>
<td></td>
</tr>
<tr>
<td>EMAIL:</td>
<td><a href="mailto:jtlove4798@gmail.com">jtlove4798@gmail.com</a></td>
</tr>
</tbody>
</table>

## APPLICANT’S REPRESENTATIVE INFORMATION

| NAME:                  | Caitlyn Barhorst |
| PHONE #:               | (806) 559 - 8079 |
| EMAIL:                 | caitlyn@uncommonarch.com |
ACKNOWLEDGMENT OF RESPONSIBILITY

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

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

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

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

Signature of Applicant: __________________________
Name of Applicant: __________________________
Mailing Address: __________________________
Phone #: __________________________ Fax #: (_________) -
Email: __________________________
Type of Application: ________________

AFFIRMATION OF SUFFICIENT INTEREST

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

Name of Owner: __________________________
Mailing Address: __________________________
Street Address/ Legal Description of Subject Property: __________________________

Signature: __________________________ Date: 7/11/2023

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

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

If you have questions regarding the requirements on this application or process please contact a member of the Park City Planning Staff at (435) 615-5060 or visit us online at www.parkcity.org. Updated 10/2014.
**PHYSICAL CONDITIONS REPORT**

**Detailed Description of Existing Conditions.** Use this page to describe all existing conditions. Number items consecutively to describe all conditions, including building exterior, additions, site work, landscaping, and new construction. Provide supplemental pages of descriptions as necessary for those items not specifically outlined below.

### 1. Site Design

This section should address landscape features such as stone retaining walls, hillside steps, and fencing. Existing landscaping and site grading as well as parking should also be documented. Use as many boxes as necessary to describe the physical features of the site. Supplemental pages should be used to describe additional elements and features.

<table>
<thead>
<tr>
<th>Element/Feature:</th>
<th>Retaining Walls, Stone</th>
</tr>
</thead>
<tbody>
<tr>
<td>This involves:</td>
<td>☑ An original part of the building</td>
</tr>
<tr>
<td></td>
<td>☑ A later addition</td>
</tr>
<tr>
<td></td>
<td>Estimated date of construction: ____________</td>
</tr>
</tbody>
</table>

Describe existing feature:

The existing stone retaining wall at the front of the property was repaired in 2018 following an emergency HDDR approval and building permit. As the original home was accessed by a staircase leading to the center of the front porch which has been removed, it is evident that the center portion of the stone was patched following the removal of the staircase. The current stone steps that the house is accessed from are located on the neighboring lot. New stone steps are proposed to be constructed in the location the original staircase would have been.

Describe any deficiencies:  

Existing Condition: ☐ Excellent  ☐ Good  ☑ Fair  ☑ Poor

There are sections of the stone wall that have failed and is structurally unstable.

Photo Numbers: 1, 2, 3, 4  

Illustration Numbers: ________________

If you have questions regarding the requirements on this application or process please contact a member of the Park City Planning Staff at (435) 615-5060 or visit us online at www.parkcity.org. Updated 10/2014.
<table>
<thead>
<tr>
<th>Element/Feature:</th>
<th>Stair and railing</th>
</tr>
</thead>
<tbody>
<tr>
<td>This involves:</td>
<td>✓ An original part of the building</td>
</tr>
<tr>
<td></td>
<td>☐ A later addition</td>
</tr>
<tr>
<td>Estimated date of construction:</td>
<td>________________</td>
</tr>
</tbody>
</table>

Describe existing feature:

The staircase was originally not in the current location. The staircase appears to date from circ. 1930s.

Describe any deficiencies:

Existing Condition: [ ] Excellent [ ] Good [ ] Fair [ ] Poor

Photo Numbers: ____________________________  Illustration Numbers: ____________________________

If you have questions regarding the requirements on this application or process please contact a member of the Park City Planning Staff at (435) 615-5060 or visit us online at www.parkcity.org. Updated 10/2014.
# HISTORIC PRESERVATION PLAN

For Use with the Historic District/Site Design Review Application

---

**For Official Use Only**

<table>
<thead>
<tr>
<th>PLANNER:</th>
<th>APPLICATION #:</th>
<th>DATE RECEIVED:</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>PLANNING DIRECTOR</th>
<th>CHIEF BUILDING OFFICIAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>APPROVAL DATE/INITIALS:</td>
<td>APPROVAL DATE/INITIALS:</td>
</tr>
</tbody>
</table>

---

**PROJECT INFORMATION**

- **☑ LANDMARK**
- **☐ SIGNIFICANT**
- **DISTRICT:**

<table>
<thead>
<tr>
<th>NAME:</th>
<th>ADDRESS:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>517 Park Avenue</td>
</tr>
</tbody>
</table>

**TAX ID:**

**SUBDIVISION:**

**SURVEY:**

<table>
<thead>
<tr>
<th>PARK City Survey</th>
<th>LOT #:</th>
<th>BLOCK #:</th>
</tr>
</thead>
<tbody>
<tr>
<td>4-5</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

---

**APPLICANT INFORMATION**

<table>
<thead>
<tr>
<th>NAME:</th>
<th>PHONE #:</th>
<th>FAX #:</th>
<th>EMAIL:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jeff Love</td>
<td>(435-602-0138)</td>
<td>( )</td>
<td><a href="mailto:jtllove4798@gmail.com">jtllove4798@gmail.com</a></td>
</tr>
</tbody>
</table>

---

If you have questions regarding the requirements on this application or process please contact a member of the Park City Planning Staff at (435) 615-5060 or visit us online at www.parkcity.org. Updated 10/2014.
Site Design

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

<table>
<thead>
<tr>
<th>Element/Feature: Retaining walls and stair</th>
</tr>
</thead>
<tbody>
<tr>
<td>This involves:</td>
</tr>
<tr>
<td>☑ Preservation</td>
</tr>
<tr>
<td>☐ Restoration</td>
</tr>
<tr>
<td>☑ Reconstruction</td>
</tr>
<tr>
<td>☐ Rehabilitation</td>
</tr>
</tbody>
</table>

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

The stone staircase leading up from the retaining wall is proposed to be reconstructed in its original centered location using the curved stones and steps from the non-historic property at 509 Park Avenue. The staircase will jog, as shown on the proposed site plan, and lead to the reconstructed staircase leading to the porch. The stone retaining wall will be fully reconstructed using the existing stone as the facing for the new concrete retaining wall.
4. PROJECT TEAM
List the individuals and firms involved in designing and executing the proposed work. Include the names and contact information for the architect, designer, preservation professional, contractor, subcontractors, specialized craftspeople, specialty fabricators, etc...

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

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

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

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

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

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

Signature of Applicant: __________________________ Date: 7/11/2023

Name of Applicant: Jeff Love

If you have questions regarding the requirements on this application or process please contact a member of the Park City Planning Staff at (435) 615-5060 or visit us online at www.parkcity.org. Updated 10/2014.
THIS AREA HAS BEEN RE-STACKED AND GIVES EVIDENCE TO A POSSIBLE ORIGINAL LOCATION OF THE STAIRCASE
THIS ENTIRE SECTION APPEARS TO HAVE BEEN RE-STACKED AND IS VENEERED TO A CONCRETE RETAINING WALL. IT IS LIKELY PART OF PL-17-03623 APPROVAL.
DIFERENT SIZED CAPSTONES THAN WHAT IS SEEN TODAY

SAME VERTICAL BREAK LINE IN STONES THAT CAN BE SEEN TODAY. LIKELY THE ORIGINAL LOCATION OF THE STAIRCASE.
DECONSTRUCT STONE STAIRS AND RETAINING WALL. KEEP ALL STONES FOR RE-USE.

RE-USE CURVED CORNER STONES AND STONE STEPS AT 509 PARK AVENUE FOR STAIRCASE LEADING TO HISTORIC 517 PARK AVENUE.

DECONSTRUCT RETAINING WALL. KEEP ALL STONES FOR RE-USE.

RECONSTRUCT RETAINING WALL. CONCRETE STRUCTURE FACED WITH SALVAGED STONE. DRY STACK STONE LOOK TO MATCH HISTORIC.

DECONSTRUCT STONE STAIRS AND RETAINING WALL. KEEP ALL STONES FOR RE-USE.

Note: HDDR approved entry stairs and driveway for new single family future (HDDR approved) entry stairs and driveway for new single family.
Planning Department
Staff Report

Subject: 1755 & 1760 Park Avenue
Application: PL-23-05792
Author: Spencer Cawley, Planner II
Date: August 24, 2023
Type of Item: Administrative Conditional Use Permit

Recommendation
(I) Review the Administrative Conditional Use Permit to update two bus shelters in the Frontage Protection Zone, (II) hold a public hearing, and (III) consider approving the Administrative Conditional Use Permit according to the Findings of Fact, Conclusions of Law, and Conditions of Approval as outlined in the Draft Final Action Letter (Exhibit A).

Description
Applicant: Park City Municipal Corporation
Dave Gustafson, representative

Location: 1755 and 1760 Park Avenue

Zoning District: General Commercial
Residential Development
Frontage Protection Overlay

Adjacent Land Uses: Commercial, Residential Multi-Unit Dwellings

Reason for Review: Essential public facilities, including bus shelters, within the Frontage Protection Zone require an Administrative Conditional Use Permit with Planning Department Final Action.¹

CUP Conditional Use Permit
FPZ Frontage Protection Zone
GC General Commercial
LMC Land Management Code
PCMC Park City Municipal Corporation
RD Residential Development
ROW Right-of-Way

Terms that are capitalized as proper nouns throughout this staff report are defined in LMC § 15-15-1.

Background

¹ LMC § 15-2.20-4(E)
Park City Municipal Corporation (PCMC) proposes to replace the existing bus shelters, and improve each site, at approximately 1755 and 1760 Park Avenue—Park Avenue Condominiums and Associated Fresh Market, respectively. As outlined in the Applicant’s Narrative, the existing shelters are prefabricated and outdated. These two shelters have the highest boarding numbers of any stop in the public transportation system. Through these upgrades, PCMC plans to provide adequate shelter, ADA access, and amenities such as lighting, seating, bike racks, and an updated electronic information sign (Exhibit B).

PCMC entered into easement agreements with Park Avenue Condominium Association (Entry No. 01016299, recorded April 9, 2015) and Associated Fresh Markets, Inc. (Entry No. 01185464, recorded March 18, 2022). The locations of these easements allow PCMC to maintain and upgrade the bus shelters.

**Analysis**

(I) The proposal to install new bus shelters is compatible with the General Commercial District pursuant to LMC Chapter 15-2.18 and the Residential Development District pursuant to LMC Chapter 15-2.13.

One purpose of the General Commercial (GC) District is to encourage commercial Development that incorporates design elements related to transit facilities.\(^2\)

In the Residential Development (RD) Zone, the LMC states the purpose of this Zoning District is in part to minimize the cost of municipal services and promote pedestrian connections between adjacent Areas.\(^3\)

The Land Management Code (LMC) defines Ancillary Structure as “one story, attached or detached Structure, 250 square feet in Area or smaller […] and is not intended for sleeping or cooking”.\(^4\) The proposed bus shelter is 25 feet by six feet, or 150 square feet, and is therefore an Ancillary Structure.

The proposed bus shelters are sloped and have a height of eight feet, six inches at the back and nine feet at the front. A decorative/information column is 15 feet in height. Ancillary Structures cannot exceed 18 feet in either the GC or RD Zoning Districts and the bus shelters therefore comply.

The following image depicts the proposed design of the updated bus shelters:

---

\(^2\) LMC § 15-2.18-1  
\(^3\) LMC § 15-2.13-1  
\(^4\) LMC § 15-15-1
The proposal complies with the requirements for the Frontage Protection Zone outlined in LMC Chapter 15-2.20.

The Frontage Protection Zone (FPZ) is an overlay zone and includes any Property with frontage on, and within 100 feet of, the Park Avenue Right-of-Way, from 15th Street north to the City Limits. The location of each bus shelter is in the FPZ.5

The purpose of the FPZ is to protect Park City’s scenic view corridors, to preserve and enhance the rural resort character of Park City’s entry corridor, to provide a significant landscaped buffer between Development and highway Uses, to minimize curb cuts, driveways, and Access points to highways, and to allow for future pedestrian and vehicular improvements along highway corridors.6

The new bus shelters will enhance and improve the pedestrian and commuter experience along both sides of Park Avenue.

The proposal, as conditioned, complies with the Conditional Use Permit criteria outlined in LMC § 15-1-10(E).

5 LMC § 15-2.20-2
6 LMC § 15-2.20-1
There are certain Uses that, because of unique characteristics or potential impacts on the municipality, surrounding neighbors, or adjacent land Uses, may not be Compatible in some Areas or may be Compatible only if certain conditions are required that mitigate or eliminate the detrimental impacts.

The Planning Director, or their designee, shall approve a Conditional Use if reasonable conditions are proposed, or can be imposed, to mitigate the reasonably anticipated detrimental effects of the proposed Use in accordance with applicable standards. The Planning Director, or their designee, may deny the Conditional Use if the proposed Use cannot be substantially mitigated by the proposal or imposition of reasonable conditions to achieve compliance with applicable standards. LMC § 15-1-10.

<table>
<thead>
<tr>
<th>CUP Review Criteria</th>
<th>Analysis of Proposal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Size and Location of the Site</td>
<td><strong>Complies</strong> – The total project Area for each bus shelter site is 8,000 square feet and each bus shelter is proposed to be 150 square feet.</td>
</tr>
<tr>
<td></td>
<td>The existing bus shelters have a footprint of approximately 120 square feet.</td>
</tr>
<tr>
<td>Traffic</td>
<td><strong>Complies</strong> – Transportation Planning will work with the City Engineer to mitigate traffic disruptions during construction. The new bus shelters will remain in the same location and will not alter bus pull outs or the flow of traffic.</td>
</tr>
<tr>
<td>Utility Capacity</td>
<td><strong>Complies</strong> – The Development Review Committee (DRC) discussed the proposal on August 15, 2023, and did not have any concerns regarding changes to utilities.</td>
</tr>
<tr>
<td>Emergency Vehicle Access</td>
<td><strong>Complies</strong> – The bus shelters will not impede access for Emergency Vehicles.</td>
</tr>
<tr>
<td></td>
<td>Park City Fire District reviewed the proposal on August 15, 2023, and did not have concerns with the application.</td>
</tr>
<tr>
<td>Parking</td>
<td><strong>Complies</strong> – Parking demand will not increase due to the bus shelter upgrades.</td>
</tr>
<tr>
<td>Internal Vehicular and Pedestrian Circulation System</td>
<td><strong>Complies</strong> – The bus shelters will not change the current configuration of traffic on SR 224 and will enhance pedestrian safety through improvements</td>
</tr>
</tbody>
</table>
| **Fencing, Screening, and Landscaping** | **Condition of Approval 3** – The new bus shelter improvements will result in the loss of significant vegetation (trees). As part of the final approval, PCMC shall submit a landscape plan that outlines the species and size of trees to be removed. New vegetation shall be installed to mitigate the loss and shall be Water Wise pursuant to LMC § 15-5-5(N).  
*Condition of Approval 4* – All trash receptacles shall be screened from Park Avenue and shall not impede pedestrian circulation. |
| --- | --- |
| **Building Mass, Bulk, and Orientation** | **Complies** – The proposed bus shelters are 25’ long x 6’ wide x 9’ high.  
The existing bus shelters are 14’ long by 8.6’ wide by 11’ high. |
| **Useable Open Space** | Not applicable. |
| **Signs and Lighting** | Pursuant to Park City Municipal Code § 12-8-1(A), signs erected by or at the direction of PCMC are exempt from the requirements of Title 12.  
*Condition of Approval 5* – Exterior lighting must be Fully Shielded and cannot exceed 3,000 degrees Kelvin. Installation of any new lighting must be reviewed and approved by the Planning Department prior to Building Permit issuance. |
| **Physical Design and Compatibility with Surrounding Structures** | **Complies** – The shelter designs are appropriate for this area because they are located along a main line of the city’s public transit system and adjacent to commercial and residential areas.  
The proposed materials include corten steel roof, metal framing, and polycarbonate fiberglass. |
<p>| <strong>Noise, Vibration, Odors, Steam, or Other Mechanical Factors</strong> | Not applicable – The bus shelters will not emit noise, vibration, odors, steam, or other mechanical factors. |</p>
<table>
<thead>
<tr>
<th>Control of Delivery and Service Vehicles, Loading and Unloading Zones, and Screening of Trash and Recycling Pickup Areas</th>
<th><strong>Complies</strong> – The bus loading and unloading areas do not change because of the upgrades to the bus shelters on Park Avenue.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Expected Ownership and Management</td>
<td><strong>Complies</strong> – PCMC is responsible for the maintenance and longevity of the bus shelters.</td>
</tr>
<tr>
<td>Within and Adjoining the Site, Environmentally Sensitive Lands, Physical Mine Hazards, Historic Mine Waste and Park City Soils Ordinance, Steep Slopes, and Appropriateness of the Proposed Structure to the Existing Topography of the Site</td>
<td>The bus shelter located adjacent to Associated Fresh Market is inside the Soils Ordinance Boundary as defined in Park city Municipal Code § 11-15-1. The site is considered a Non-Compliant Lot. All real property within the Soils Ordinance Boundary must be covered and maintained with a minimum cover of six inches or approved topsoil or acceptable cover described in § 11-15-3 Acceptable Cover. Owners who practice Water Wise Landscaping are allowed to employ a weed barrier fabric if the barrier is covered with six inches of rock or bark and maintained to prevent soil break through (soil migrating through the fabric). &lt;br&gt;&lt;br&gt;The Project Manager provided a soil disposal letter stating that any soil removed from the site will be placed into a container, tested by the City’s Environmental Regulator Program Manager, and disposed of by the City. See Exhibit D. &lt;br&gt;&lt;br&gt;Additional materials disposed of include: &lt;br&gt;• Green waste; &lt;br&gt;• Concrete, asphalt, brick pavers, and retaining wall blocks; &lt;br&gt;• Bus shelter material (metal recycled).</td>
</tr>
<tr>
<td>Reviewed for Consistency with the Goals and Objectives of the Park City General Plan</td>
<td>Throughout the General Plan, public transportation is described as an opportunity to reduce car dependency and enhance livability of neighborhoods. The improvements to bus shelters are one method of improving the experience of</td>
</tr>
</tbody>
</table>
using public transportation by improving walkability and safety for all patrons.⁷

(IV) On August 15, 2023, the Development Review Committee reviewed the proposal and find it complies with development standards.⁸

**Department Review**
The Planning Department reviewed this report.

**Notice**
Staff published notice on the City's website and posted notice to the property on August 14, 2023. Staff mailed courtesy notice to property owners within 300 feet on August 14, 2023.⁹

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

**Alternatives**
- The Interim Planning Director may approve the Administrative Conditional Use Permit;
- The Interim Planning Director may deny the Administrative Conditional Use Permit and direct staff to make Findings for the denial; or
- The Interim Planning Director may request additional information and continue the discussion to date uncertain.

**Exhibits**
Exhibit A: Draft Final Action Letter
Exhibit B: Applicant’s Narrative
Exhibit C: Proposed Plans
Exhibit D: Letter of Soil Disposal

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⁷ *Park City General Plan, Vol. I, p. 16-17*
⁸ The Development Review Committee meets the first and third Tuesday of each month to review and provide comments on Planning Applications, including review by the Building Department, Engineering Department, Sustainability Department, Transportation Planning Department, Code Enforcement, the City Attorney’s Office, Local Utilities including Rocky Mountain Power and Dominion Energy, the Park City Fire District, Public Works, Public Utilities, and the Snyderville Basin Water Reclamation District (SBWRD).
⁹ LMC § 15-1-21
NOTICE OF PLANNING DEPARTMENT ACTION

Description
Address: 1755 and 1760 Park Avenue
Zoning District: General Commercial
Residential Development
Frontage Protection Overlay
Application: Administrative Conditional Use Permit
Project Number: PL-23-05792
Action: APPROVED WITH CONDITIONS (See Below)
Date of Final Action: August 24, 2023
Project Summary: Park City Municipal Corporation proposes to replace the existing bus shelters, and improve each site, at approximately 1755 Park Avenue (Park Avenue Condominiums) and 1760 Park Avenue (Associated Fresh Market) in the Frontage Protection Zone.

Action Taken
On August 24, 2023, the Interim Planning Director conducted a public hearing and approved the Administrative Conditional Use Permit according to the following Findings of Fact, Conclusions of Law, and Conditions of Approval:
Findings of Fact

1. On August 11, 2023, the Applicant submitted a complete Administrative Conditional Use Permit for work in the Frontage Protection Zone to the Planning Department.

2. The Applicant proposes to replace the existing bus shelters at approximately 1755 and 1760 Park Avenue – Park Avenue Condominiums and Associated Fresh Market, respectively.

3. The existing shelters are the have the highest boarding numbers of any stop in the public transportation system.

4. The proposed upgrades will provide adequate shelter, ADA access, and amenities such as lighting, seating, bike racks, and updated electronic information sign.

5. Easement agreements between the Applicant, Park Avenue Condominiums, and Associated Fresh Market, allow the City to maintain and upgrade the bus shelters.

6. The proposed bus shelters are 25 feet by six feet, or 150 square feet each.

7. One purpose of the General Commercial (GC) District is to encourage commercial Development that incorporates design elements related to transit facilities.

8. In the Residential Development (RD) Zone, the LMC states the purpose of this Zoning District is in part to minimize the cost of municipal services and promote pedestrian connections between adjacent Areas.

9. The proposed structures are sloped and have a height of eight feet, six inches at the back and nine feet at the front. A decorative/information column is 15 feet in height. Ancillary Structures cannot exceed 18 feet in either the GC or RD Zoning Districts.

10. The Frontage Protection Zone (FPZ) is an overlay zone and includes any Property with frontage on, and within 100 feet of, the Park Avenue Right-of-Way, from 15th Street north to the City Limits. The location of each bus shelter is in FPZ.

11. The purpose of the FPZ is to protect Park City’s scenic view corridors, to preserve and enhance the rural resort character of Park City’s entry corridor, to provide a significant landscaped buffer between Development and highway Uses, to minimize curb cuts, driveways, and Access points to highways, and to allow for future pedestrian and vehicular improvements along highway corridors.

12. The new bus shelters will enhance and improve the pedestrian and commuter experience along either side of Park Avenue.

13. The Planning Director, or their designee, evaluates the proposal based on the following 16 criteria for Conditional Use Permits:
a. Size and Location of the Site – The total project Area for each bus shelter site is 8,000 square feet. The existing bus shelters have a footprint of approximately 120 square feet.

b. Traffic – Transportation Planning will work with the City Engineer to mitigate traffic disruptions during construction. The new bus shelters will remain in the same location and will not alter the flow of traffic.

c. Utility Capacity – The Development Review Committee (DRC) met on August 15, 2023, and did not have any concerns regarding changes to utilities.

d. Emergency Vehicle Access – The bus shelters will not impede access for Emergency Vehicles. Park City Fire District reviewed the proposal on August 15, 2023, and did not have concerns with the application.

e. Parking – Parking demand will not increase due to the bus shelter upgrades.

f. Internal Vehicular and Pedestrian Circulation System – The bus shelters will not change the current configuration of traffic on SR 224 and will enhance pedestrian safety through improvements to crosswalks and sidewalks.

g. Fencing, Screening, and Landscaping – Conditions of Approval 3 and 4.

h. Building Mass, Bulk, and Orientation – The proposed bus shelters are 25 feet long by six feet wide by nine feet high. The existing bus shelters are 14 feet long by 8.6 feet wide by 11 feet high.

i. Useable Open Space – Not applicable.

j. Signs and Lighting – Pursuant to Park City Municipal Code § 12-8-1(A), signs erected by or at the direction of PCMC are exempt from the requirements of Title 12.

k. Physical Design and Compatibility with Surrounding Structures – The shelter designs are appropriate for this area because they are located along a main line of the city’s public transit system and adjacent to commercial and residential areas. The proposed materials include corten steel roof, metal framing, and polycarbonate fiberglass.

l. Noise, Vibration, Odors, Steam, or Other Mechanical Factors – Not Applicable.

m. Control of Delivery and Service Vehicles, Loading and Unloading Zones, and Screening of Trash and Recycling Pickup Areas – The bus loading and unloading areas do not change because of the upgrades to the bus shelters on Park Avenue.

n. Expected Ownership and Management – PCMC is responsible for the maintenance and longevity of the bus shelters.
Within and Adjoining the Site, Environmentally Sensitive Lands, Physical Mine Hazards, Historic Mine Waste and Park City Soils Ordinance, Steep Slopes, and Appropriateness of the Proposed Structure to the Existing Topography of the Site – The bus shelter located adjacent to Associated Fresh Market is inside the Soils Ordinance Boundary as defined in Park City Municipal Code § 11-15-1. The site is considered a Non-Compliant Lot. All real property within the Soils Ordinance Boundary must be covered and maintained with a minimum cover of six inches or approved topsoil or acceptable cover described in § 11-15-3 Acceptable Cover. Owners who practice Water Wise Landscaping area allowed to employ a weed barrier fabric if the barrier is covered with six inches of rock or bark and maintained to prevent soil break through (soil migrating through the fabric).

Reviewed for Consistency with the Goals and Objectives of the Park City General Plan – Throughout the General Plan, public transportation is described as an opportunity to reduce car dependency and enhance livability of neighborhoods. The improvements to bus shelters are one method of improving the experience of using public transportation by improving walkability and safety for all patrons.

14. On August 15, 2023, the Development Review Committee reviewed the proposal and find it complies with development standards.
15. Staff published notice on the City’s website and posted notice to the property on August 14, 2023.
16. Staff mailed courtesy notice to property owners within 300 feet on August 14, 2023.

Conclusions of Law
1. The proposal complies with the Land Management Code requirements pursuant to § 15-1-10(E) Conditional Use Permit Criteria, Chapter 15-2.13 Residential Development (RD) District, Chapter 15-2.18 General Commercial (GC) District, and Chapter 15-2.20 Frontage Protection Zone.
2. The Use is compatible with surrounding Structures in Use, scale, mass, and circulation.
3. The effects of any differences in Use or scale have been mitigated through careful planning.

Conditions of Approval
1. The Applicant is responsible for notifying the Planning Department prior to making any changes to this approval.
2. Any changes, modifications, or deviations from the approved scope of work shall be submitted in writing for the review and approval/denial by the Planning
Director of their designee, in accordance with applicable standards, prior to installation.

3. The new bus shelter improvement will result in the loss of significant vegetation (trees). As part of the final approval, the Applicant shall submit a landscape plan that outlines the species and size of trees removed. New vegetation shall be installed to mitigate the loss and shall be Water Wise pursuant to LMC § 15-5-5(N).

4. All trash receptacles shall be screened from Park Avenue and shall not impede pedestrian circulation.

5. Exterior lighting shall be Fully Shielded and cannot exceed 3,000 degrees Kelvin. Installation of any new lighting must be reviewed and approved by the Planning Department prior to Building Permit issuance.

6. The Project Manager shall continue to work with the City’s Environmental Regulator Program Manager to ensure compliance with proper disposal of soils and other waste.

If you have questions or concerns regarding this Final Action Letter, please call (435) 615-5065 or email spencer.cawley@parkcity.org.

Sincerely,

Rebecca Ward
Interim Planning Director

CC: Spencer Cawley, Project Planner
The existing bus shelters at 1762 & 1755 Park Avenue have met their time. Transportation Planning has designed a bigger and better bus shelter because of the increased use of transit.

The Park Avenue Bus Shelter Site Improvements project includes improving both shelters on Park Avenue at approximately 1755 Park Avenue and 1760 Park Avenue (Park Ave Condos, and A Fresh Market, respectively). Currently, existing shelters are outdated, prefabricated, and do not provide adequate shelter, amenities, or ADA access. This location sits at the gateway to Old Town Park City and has the highest boarding numbers in the whole system. These locations desperately need additional pedestrian space, adequate sidewalks, and amenities such as lighting, seating, bike racks, and updated "Next Bus" information.
Lori Brainard  
Wall Consultant Group  
2139 S 1260 W  
Salt Lake City, UT 84119  

August 14, 2023  

RE: Park City – Site Improvements on SR224 for Bus Shelters  
Letter of Disposal  

Dear Lori,  

Beck Construction will follow all applicable laws and regulations in regards to disposal of materials on this project.  

All green waste (trees, sod, vegetation) will be disposed of at:  
Spoils to Soils  
7756 Lower Bowl Road  
Peoa, UT 84061  
435-226-4800  

Concrete and Asphalt, including brick pavers and the retaining wall blocks, will be disposed of at:  
Crandall’s Crushing  
2504 W SR 32  
Peoa, UT 84061  
435-783-3000  

The bus shelters will be brought down to the Salt Lake Valley and materials recycled and/or disposed of pending acceptance by local recycling facilities. It is anticipated that Wasatch Metal Recycling will accept the bulk of the structure.  
Wasatch Metal Recycling  
205 W 3300 S  
South Salt Lake, UT 84115  
801-438-6260
Soils will be placed in a roll off dumpster provided by Park City Municipal. Ryan Blair, Environmental Regulatory Program Manager for PCMC, will handle the testing and disposal of soils.

Respectfully,

Kyle MacArthur
Project Manager
Beck Construction and Excavation