



**AGENDA**

**SITE VISIT – 4:30 PM** – *No discussion or action will be taken on site.*

1259 Norfolk Avenue – Site Visit will be at 4:30 PM

**MEETING CALLED TO ORDER AT 5:00 PM**

**ROLL CALL**

**STAFF/BOARD COMMUNICATIONS AND DISCLOSURES**

**CONTINUATIONS**

1302 Norfolk Avenue- Determination of Significance for a house  
*Public hearing and continuation to September 7, 2016*

PL-16-03181 03  
 Planner  
 Grahn

**REGULAR AGENDA** – *Discussion and possible action as outlined below*

1259 Norfolk Avenue – Determination of Significance  
*Public hearing and possible action*

PL-15-02645 05  
 Planner  
 Turpen

Legislative—Consideration of an ordinance amending the Land Management Code Section 15, Chapters 2.1, 2.2, 2.3, and 2.5 regarding roof pitches and the use of roof decks. Staff recommends amending the LMC to treat decks over enclosed living spaces as roofs, disallowing roof decks as part of the primary roof structure, and limiting decks constructed above enclosed living spaces to 30% of the total roof structure.

Planner 107  
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*Public hearing and possible recommendation to Planning Commission and City Council*

Design Guideline Revisions—Staff recommends that the Historic Preservation Board take public comment on the proposed changes to the Design Guidelines for Park City’s Historic Districts and Historically Significant Buildings. Universal and Specific Design Guidelines will be reviewed for: Site Design; Primary Structures: Foundations; Exterior Walls; Roofs; Store Fronts; Doors (Not included in Storefronts); Windows (not included in storefronts); Gutters & Downspouts; Historic Balconies/Porticos; Decks, Fire Escapes, and Exterior Staircases; Chimneys and Stovepipes; Architectural Features; Mechanical Equipment, Communications, and Service Areas; Paint & Color; Additions to Primary Structures: Protection of Historic Sites and Structures; Transitional Elements; General Compatibility; Scenario 1: Rooftop Additions; Scenario 2:

GI-13-00222 121  
 Planner  
 Grahn,  
 Turpen

Rear Additions; Basement Additions; New Storefronts; New Balconies; New Decks; Handrails; Awnings; and Reusing Historic Houses as Commercial Structures. The Board will provide specific amendments to be made to the document if necessary; and make a recommendation to City Council (Council review will be after the entire Guidelines are reviewed by the HPB).

*Public hearing and possible action and continuation to September 7, 2016*

**ADJOURN**

## Historic Preservation Board Staff Report

**Subject:** 1302 Norfolk Avenue- DOS  
**Project Number:** PL-16-03181  
**Author:** Anya Grahn, Historic Preservation Planner  
**Date:** August 3, 2016  
**Type of Item:** Administrative – Determination of Significance

### Summary Recommendations

Staff recommends the Historic Preservation Board conduct a public hearing and continue the item to September 7, 2016. Staff has received a request from the applicant to continue the item until September 7<sup>th</sup> so that she has time to meet with staff and further discuss the Determination of Significance application before moving forward with the HPB's review.

### Description

**Applicant:** Park City Planning Department  
**Location:** 1302 Norfolk Avenue  
**Zoning:** Recreation Commercial (RC)  
**Reason for Review:** Determination of Significance applications require Historic Preservation Board review and approval





## Historic Preservation Board Staff Report

**Author:** Hannah Turpen, Planner  
**Subject:** Historic Sites Inventory  
**Address:** 1259 Norfolk Avenue  
**Project Number:** PL-15-02645  
**Date:** August 3, 2016  
**Type of Item:** Administrative – Determination of Significance

### Summary Recommendations

Staff recommends the Historic Preservation Board review the application, conduct a public hearing and consider finding 1259 Norfolk Avenue as a Significant Site on the Park City Historic Sites Inventory (HSI) in accordance with the attached findings of fact and conclusions of law.

### Topic:

**Project Name:** 1259 Norfolk Avenue  
**Applicant:** Park City Municipal Corporation  
**Owners:** Maureen Barbara Moriarty (Trustee)  
**Proposal:** Determination of Significance

### Background:

On April 6<sup>th</sup>, the HPB held a public hearing but found that they needed to visit the site to gain a better understanding of the house before proceeding with a determination. The Historic Preservation Board continued this item on May 4<sup>th</sup>. The property owner could not accommodate a site visit on May 4 so the item was continued to the August 3<sup>rd</sup> HPB meeting. The April 6<sup>th</sup> HPB report and exhibits are attached as Exhibit 1.

### Exhibits:

Exhibit 1 — April 6<sup>th</sup> HPB report and exhibits  
Exhibit 2 – April 6<sup>th</sup> HPB Meeting Minutes  
Exhibit 3 – Maureen Moriarty's Letter



Planning Department

## Historic Preservation Board Staff Report

**Author:** Hannah Turpen, Planner  
**Subject:** Historic Sites Inventory  
**Address:** 1259 Norfolk Avenue  
**Project Number:** PL-15-02645  
**Date:** April 6, 2016  
**Type of Item:** Administrative – Determination of Significance

*The body of this staff report contains the same information as the March 2, 2016 Historic Preservation staff report; however, additional information has been added to pages 9-11 and the Findings of Fact have been updated with the additional information.*

### **Summary Recommendation:**

Staff recommends the Historic Preservation Board review the application, conduct a public hearing and consider finding 1259 Norfolk Avenue as a Significant Site on the Park City Historic Sites Inventory (HSI) in accordance with the attached findings of fact and conclusions of law.

### **Topic:**

**Project Name:** 1259 Norfolk Avenue  
**Applicant:** Park City Municipal Corporation  
**Owners:** Maureen Barbara Moriarty (Trustee)  
**Proposal:** Determination of Significance

### **Background:**

City Council adopted amendments to the Land Management Code (LMC) on December 17, 2015, to modify and expand the criteria regarding the designation of "Significant" structures which would expand the Historic Sites Inventory criteria to include or consider the following terms:

- Any structure that has received a historic grant from the City;
- Has previously been on the Historic Site Inventory or listed as significant or contributory on any reconnaissance or other historic survey;
- Or despite non-historic additions retain its historic scale, context, materials in a manner and degree, which can reasonably be restored to historic form.

One of the goals of the CRSA intensive level survey is to ensure that the Planning Department has a comprehensive list of all historic properties in Park City, and this DOS is for a property that had, for reasons unknown, not been included in the Historic Sites Inventory (HSI) adopted in 2009. The Planning Department identified and submitted applications for determination of significance for several properties, including 1259 Norfolk Avenue, which may qualify for local designation on the inventory under the new LMC changes.

The Park City Historic Sites Inventory (HSI), adopted February 4, 2009, includes 414 sites of which 192 sites meet the criteria for designation as Landmark Sites and 222 sites meet the criteria for designation as Significant Sites. Since 2009, staff has reviewed Determination of Significance (DOS) applications with the HPB on a case-by-case basis in order to keep the Historic Sites Inventory (HSI) current. Now with the amended, broader criteria, there may be structures which qualify for the inventory which didn't before.

The purpose of this DOS is for the HPB to consider designating the house at 1259 Norfolk Avenue as "Significant" on the HSI. The Determination of Significance for 1259 Norfolk Avenue was continued at the HPB meeting on April 1, 2015 to a date uncertain. The item was continued because additional information was discovered regarding this site. On March 2, 2016, the Historic Preservation Board continued this item again because clarification was requested regarding the 2002 Historic District Design Review application scope of work and the date of the historic tax photograph.

**Table 1:** *Past applications for 1259 Norfolk Avenue (there are no other applications currently active for this property):*

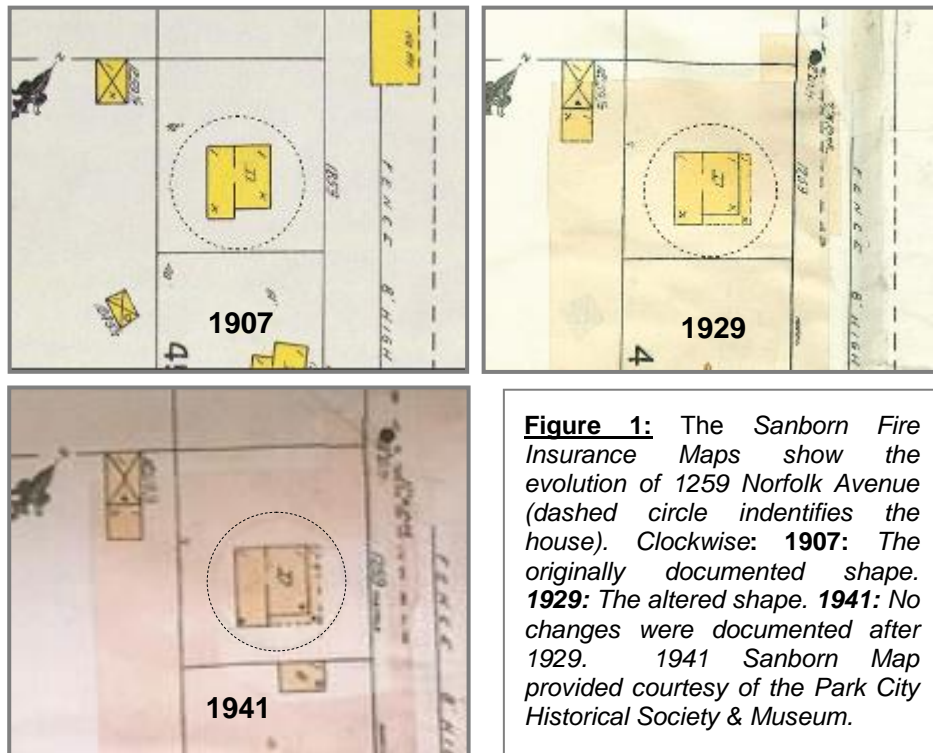
<b>Permit Year</b>	<b>Description of Work</b>
<b>1996</b>	The roof was repaired.
<b>2001</b>	A grant was awarded by the Historic District Commission in the amount of \$16,500.
<b>2002</b>	There was a plat amendment application, which divided the existing three (3) parcels into two (2) legal lots of record. The Historic District Commission approved a renovation, relocation, and lower level garage and foundation addition to the structure.

**History of the Structure:**

The house at 1259 Norfolk Avenue was initially constructed circa 1900. 1259 Norfolk Avenue was located outside of the Sanborn Fire Insurance Map (Sanborn Map) boundary prior to the 1907 Sanborn Map. According to the Sanborn Maps, sometime between 1907 and 1929, a porch was added on the east and south facades of the house. The house remains unchanged in the 1941 Sanborn Map. See Figure 1.

The house is a hall-parlor that has been modified. The 1904-05 photograph of Park City facing northwest shows the structure and only a handful of others across from the historic baseball grounds (Figure 2a and 2b). The front porch was added between 1907 and 1929 (after the 1904-5 photograph was taken). Originally, the house had two rectangular volumes, the front (east) living space and the back (west) bedroom wing. The front porch was added before the 1929 Sanborn Map of Park City and remains an important historical element of the house. The house is documented in a circa 1940's tax photograph (Figure 3). The circa 1950-1962 photograph shows the increased development in Old Town and near 1259 Norfolk Avenue (Figure 4a and 4b). The baseball grounds no longer featured the spectator stands and backstop. In addition, the house appears very similar to the circa 1940 tax photograph (Figure 3). Additional

1940's, 1950's, and 1960's photographs can be seen in Figure 8a, 8b, and 8c. with commentary on the validation of the circa 1940 historic tax photograph.

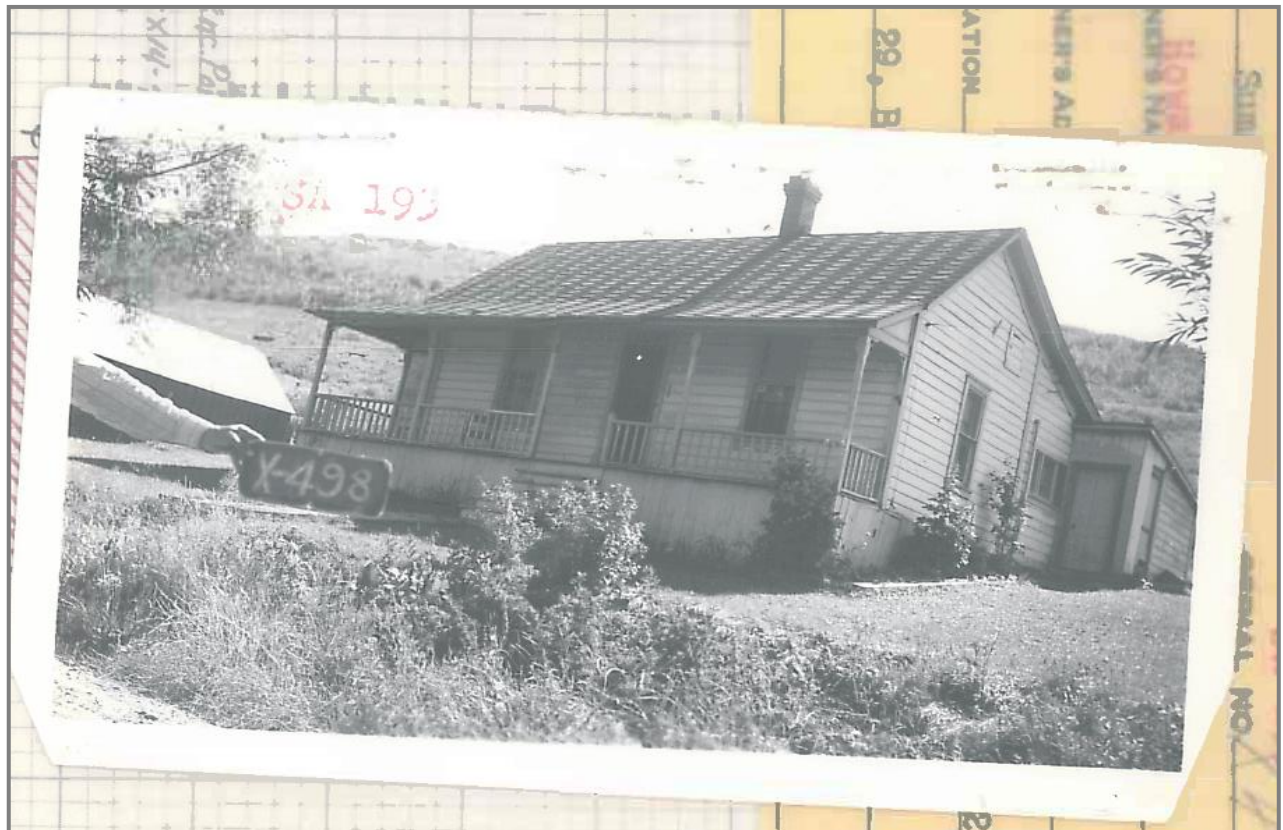


**Figure 2a:** Overall view of Park City. Camera facing northwest. 1904-05. (Park City Historical Society & Museum)





**Figure 2b:** Close-up of Figure 2a (Overall view of Park City. Camera facing northwest. 1904-05). (Park City Historical Society & Museum). The white circle identifies the house prior to the addition of the front porch.



**Figure 3:** Circa 1940's tax photograph. (Park City Historical Society & Museum).





**Figure 4a:** Park City facing south circa 1950-1962. Development had increased in Old Town and near 1259 Norfolk Avenue. The baseball grounds no longer featured the spectator stands and backstop. (Park City Historical Society and Museum)



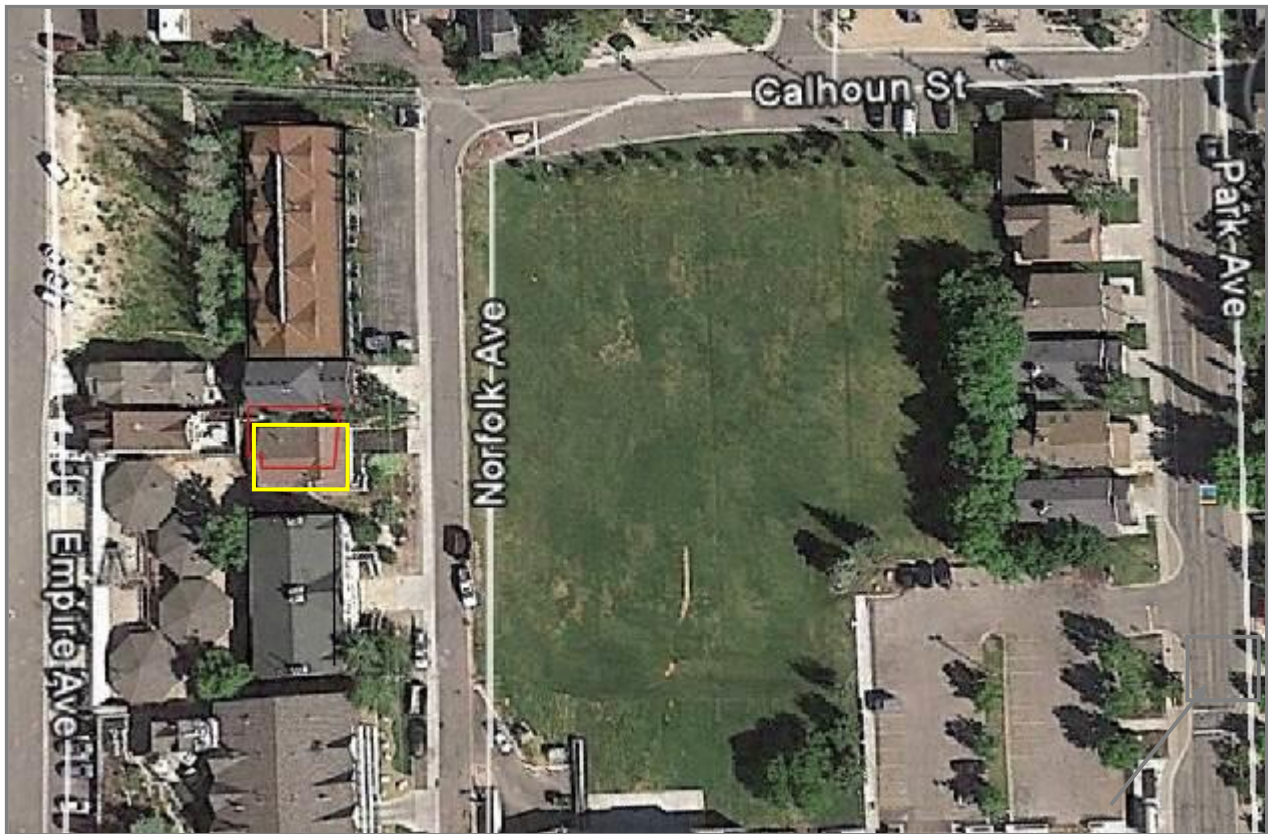
**Figure 4b:** Close up of Figure 4a. Park City facing south circa 1950-1962. The house (circled in white) still retains the same form as that of the circa 1940's tax photograph. (Park City Historical Society and Museum)



In 2001, a grant was awarded by the Historic District Commission in the amount of \$16,500 for work related to the 2002 renovation. The grant was a dollar-for-dollar match for the following projects related to the 2002 renovation:

- New Foundation
- Structural, electrical, plumbing and mechanical improvements.
- Replacement door and windows and re-roofing
- Exterior siding and trim repairs, prep, and repainting

The house was moved to the southeast as a part of the 2002 renovation to accommodate the subdivision of the existing three (3) parcels into two (2) legal lots of record (See Figure 5). Staff finds that the relocation of the structure, while not a preferred method of historic preservation, does not detract from the historic integrity or context of the site or house. Figure 5 shows the location of the house today in relation to its historic location. The house is surrounded by both historic and non-historic sites. The site still retains its context and spatial relationship with the historic baseball field located directly across the street.



**Figure 5:** *The red outline represents the historic location of the house prior to the 2002 renovation. The yellow outline represents the current location on the house.*

The 2002 scope of work included removal of a historic addition, restoration of historic house, and the construction of a lower level garage, foundation, and rear addition (See Figure 6 and Figure 7 for photographs of the house before and after the 2002 renovation).



**Figure 6:** Southeast oblique. Camera facing northwest. 2001. Before the 2002 renovation.



**Figure 7:** Southeast oblique. Camera facing northwest. November 2014. After the 2002 renovation.



The lower level garage and concrete foundation were added in 2002, but they do not detract significantly from its Historic Form when viewed from the primary public Right-of-Way. Staff finds that the change in material to board and batten on the lower level garage portion of the house creates a clear delineation between the historic portion of the house and the new lower level garage addition. The board and batten is also a nod at the vertical boards that were used historically as the porch skirt (visible in the circa 1940 tax photograph, see Figure 3). In 2002, the Historic District Commission determined that the garage shall be recessed under the front porch in order not to create a visual and architectural distraction. The new rear addition is located behind the historic dwelling and is subordinate to the historic portion of the house in terms of mass, height, and scale.

In 2002, the applicant demolished the historic rear shed addition located at the northwest corner of the dwelling in order for the structure to fit onto its newly created lot. The historic rear shed addition is visible in the circa 1940 tax photograph (Figure 3), but not on the 1941 Sanborn Map (Figure 1). The Historic District Commission determined that the historic northwest rear shed addition was not integral to the overall building's historic integrity and that the historic south addition was more important to the historic integrity of the building because it was incorporated into the historic porch. As a result, the porch was restored in its entirety, which staff finds restored the Historic Form and reflects the Historical character of the site more than if the house had retained the historic northwest rear addition.

The roof was repaired in 1996, but the repair did not alter the historic roof form. In 2002, the new rear addition incorporated a cross gable roof design with the intent to minimize the massing of the new rear addition. The historic portion of the house retains the historic roof form.

In 2002, the porch was restored according to historic documentation available. The Historic District Commission referenced the circa 1940 tax photograph, which showed architectural detailing involving the construction of the porch. The 2002 renovation restored much of the porch detailing visible in the circa 1940 tax photograph. Staff finds that the porch is an important architectural feature that contributes to the Historic Form of the house.

The current location of the entrance stairs is not consistent with that found in the circa 1940 tax photograph. At the time of the 2002 renovation, the steps were in their current location. The historic location of the entrance steps was centered on the front of the house, directly in front of the front door. In 2002, the Historic District Commission determined that the repositioning of the steps into their historic location would result in an encroachment into the front yard setback. Staff finds that the current location of the stairs does not detract from the historic integrity of the structure because their design is consistent with that of the historic steps and the other important architectural features of the front porch are still present.

As a part of the 2002 renovation, the historic one-over-one double hung windows (visible in the circa 1940's tax photograph) were brought back on the north, south, and east elevations of the house. In addition, the transom above the front door was incorporated into the design after being lost in an out of period alteration.

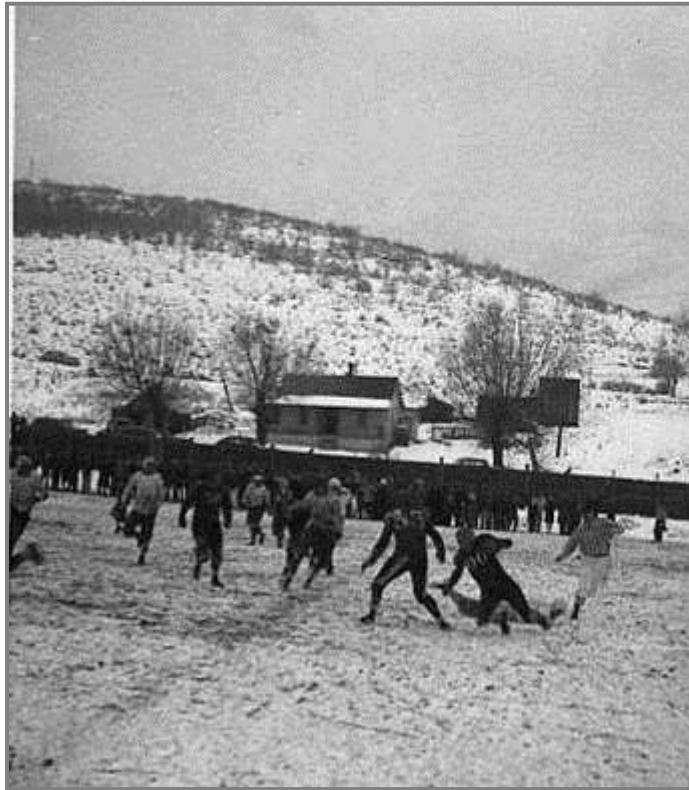
In 2002, the historic horizontal lap-siding was exposed beneath non-historic siding. The historic siding was repaired and painted. The architectural detailing including fascia boards, cornices, and brackets were reintroduced or restored as a part of the 2002 renovation.

**Clarification Requested at the March 2, 2016 Historic Preservation Board Meeting:**

On March 2, 2016, the Historic Preservation Board continued the Determination of Significance application again because clarification was requested regarding the date of the historic tax photograph and the 2002 Historic District Design Review application scope of work.

The circa 1940 tax photograph was questioned by the property owner's representative in the Historic Preservation Board meeting on March 2, 2016. The property owner's representative questioned the accuracy of the photograph's date (circa 1940). Staff conducted additional research to address these concerns, including:

- The collection of historic tax cards at the Park City Museum and Historical Society includes most, if not all, of the tax cards and/or documentation conducted for any given historic property. This is why the historic tax photograph taken in circa 1940 is attached to the tax card from a differing year. It is not uncommon for specific tax cards or photographs to be missing from years known to have had assessments conducted.
- Staff conducted additional photographic research at the Park City Museum and Historical Society Research Library. Staff found photograph evidence validating that the historic tax photograph is pre-1960's, contrary to the beliefs of the property owner's representative. As is detailed in the photographic evidence in Figure 8a, 8b, and 8c, the front façade of the structure was altered sometime after 1947. The circa 1940 tax photograph and the 1947 photograph show the unaltered historic front façade, whereas the 1950 and 1961 photographs show alterations to the front windows. This proves that the circa 1940 tax photograph attached to the tax card of a differing year is not from the 1960's as alterations to the façade occurred sometime after 1947.
- Staff has also determined that the 2002 Historic District Design Review application cited the same circa 1940 tax photograph being used today.



**Figure 8a:** A 1947 photograph facing west taken from the then football field of Park City High School (Carl Winters School). 1259 Norfolk Avenue is visible in the background. The front façade of 1259 Norfolk Avenue matches that of the circa 1940 tax photograph. (Park City Historical Society and Museum)



**Figure 8b:** A 1950 photograph facing southwest taken from the then football field of the Park City High School (Carl Winters School). 1259 Norfolk Avenue is visible in the upper left corner of the photograph. The front façade of the house does not match that of the circa 1940 tax photograph or the 1947 photograph meaning that the alterations to the front façade would have had to occur sometime after 1947. (Park City Historical Society and Museum)



**Figure 8c:** An October 27, 1961 photograph facing southwest taken from the then football field of the Park City High School (Carl Winters School). 1259 Norfolk Avenue is visible in the upper right corner of the photograph. This photograph is in better focus and provides a more detailed view of the alterations to the front façade that do not match that of the circa 1940 tax photograph. (Park City Historical Society and Museum)

In the March 2, 2016 Historic Preservation Board meeting, the property owner's representative explained that the previous owner "deconstructed" the house. Staff has found no such evidence of this statement. The 2002 Historic District Design Review Action Letter goes into meticulous detail about the entire renovation project; however, nowhere in the Action Letter does it discuss the deconstruction of the house in whole. Staff has attached the 2002 Historic District Design Review Action Letter as Exhibit J, the 2001 and 2002 Historic District Commission Staff Reports as Exhibit D and Exhibit H, and the Historic District Commission meeting minutes related to the 2002 renovation as Exhibit E, Exhibit F, Exhibit G, and Exhibit I.

**Analysis and Discussion:**

The Historic Preservation Board is authorized by Title 15-11-5(I) to review and take action on the designation of sites within the Historic Sites Inventory (HSI). The Historic Preservation Board may designate sites to the Historic Sites Inventory as a means of providing recognition to and encouraging the preservation of historic sites in the community (LMC 15-11-10). Land Management Code Section 15-11-10(A) sets forth the criteria for designating sites to the Park City Historic Sites Inventory (HSI). The site is currently not listed on the HSI.

Staff finds that the site would not meet the criteria for Landmark designation, based on the following:

LANDMARK SITE. Any Buildings (main, attached, detached, or public), Accessory Buildings, and/or Structures may be designated to the Historic Sites Inventory as a Landmark Site if the Planning Department finds it meets all the criteria listed below:

(a) It is at least fifty (50) years old or has achieved Significance or if the Site is of exceptional importance to the community; and **Complies.**

The structure was originally constructed in c.1900, which makes the structure approximately 116 years old.

(b) It retains its Historic Integrity in terms of location, design, setting, materials, workmanship, feeling and association as defined by the National Park Service for the National Register of Historic Places; and **Does Not Comply.**

The site does not meet these criteria. Staff finds that much of the historic architectural features were brought back as a part of the 2002 renovation; however, the house is not eligible for the National Register of Historic Places due to the cumulative changes to its design, out of period additions, materials, and workmanship that have diminished its historic integrity.

(c) It is significant in local, regional or national history, architecture, engineering or culture associated with at least one (1) of the following:

(i) An era that has made a significant contribution to the broad patterns of our history;

(ii) The lives of Persons significant in the history of the community, state, region, or nation; or

(iii) The distinctive characteristics of type, period, or method of construction or the work of a notable architect or master craftsman. **Complies.**

The structure contributes to our understanding of Park City's Mature Mining Era (1894- 1930). Hall-parlors were the first popular housing type in Park City after log cabins and one-room shacks of the initial silver discover era of the 1870s. This property was not included in the Sanborn Maps until the 1907 addition because of its location in the outskirts of town around 1900. The 1904-05 photograph of Park City facing northeast shows the structure and only a handful of others across from the historic baseball grounds. The structure utilizes typical materials and assemblies of a Park City residence built during the early twentieth century. Such materials and assemblies include drop wood siding, subtle window and door trim, patio posts and bracket details that convey a sense of Victorianism, and board and batten siding.

In order to be included on the HSI, the Historic Preservation Board will need to determine that the building meets the criteria for Significant, as outlined below:

SIGNIFICANT SITE. Any Buildings (main, attached, detached or public), Accessory Buildings and/or Structures may be designated to the Historic Sites Inventory as a Significant Site if the Planning Department finds it meets all the criteria listed below:

(a) It is at least fifty (50) years old or the Site is of exceptional importance to the community; and **Complies.**

The structure was originally constructed in c.1900, which makes the structure approximately 116 years old.

(b) It retains its Historical Form as may be demonstrated but not limited by any of the following:

(i) It previously received a historic grant from the City; or  
(ii) It was previously listed on the Historic Sites Inventory; or  
(iii) It was listed as Significant or on any reconnaissance or intensive level survey of historic resources; or **Complies.**

In 2001, a grant was awarded by the Historic District Commission in the amount of \$16,500. The grant was a dollar-for-dollar match for the following projects related to the 2002 renovation:

- New Foundation
- Structural, electrical, plumbing and mechanical improvements.
- Replacement door and windows and re-roofing
- Exterior siding and trim repairs, prep, and repainting

This site has not previously been listed on the Historic Sites Inventory for reasons unknown.

(c) It has one (1) or more of the following:

(i) It retains its historic scale, context, materials in a manner and degree which can be restored to Historical Form even if it has non-historic additions; and  
(ii) It reflects the Historical or Architectural character of the site or district through design characteristics such as mass, scale, composition, materials, treatment, cornice, and/or other architectural features as are Visually Compatible to the Mining Era Residences National Register District even if it has non-historic additions; or **Complies.**

Staff finds that much of the historic architectural features were brought back as a part of the 2002 renovation. The introduction of a lower level basement, foundation, and rear addition does not detract from the Historic Form because of the careful architectural details that were added to create a clear delineation between the historic house and the new addition. Such architectural details include the change of materials to board-and-batten on the lower level garage addition, compared to historic lap siding seen on the historic portion of the house. Staff finds that the house retains its Historic Form, reflects the Historical Character, and still maintains

its historic site context despite the presence of a non-historic addition and surrounding non-historic infill development.

(d) It is important in local or regional history architecture, engineering, or culture associated with at least one (1) of the following:

(i) An era of Historic Importance to the community, or

(ii) Lives of Persons who were of Historic importance to the community, or

(iii) Noteworthy methods of construction, materials, or craftsmanship used during the Historic period. **Complies.**

The structure contributes to our understanding of Park City's Mature Mining Era (1894- 1930). Hall-parlors were one of the first popular housing types in Park City after log cabins and one-room shacks of the initial silver discover era of the 1870s. This property was not included in the Sanborn Maps until the 1907 addition because of its location in the outskirts of town around 1900. The 1904-05 photograph of Park City facing northeast shows the structure and only a handful of others across from the historic baseball grounds. The structure utilizes typical materials and assemblies of a Park City residence built during the early twentieth century. Such materials and assemblies include drop wood siding, subtle window and door trim, patio posts and bracket details that convey a sense of Victorianism, and board and batten siding.

**Process:**

The HPB will hear testimony from the applicant and the public and will review the Application for compliance with the "Criteria for Designating Historic Sites to the Park City Historic Sites Inventory." The HPB shall forward a copy of its written findings to the Owner and/or Applicant.

The Applicant or any party participating in the hearing may appeal the Historic Preservation Board decision to the Board of Adjustment. Appeal requests shall be submitted to the Planning Department ten (10) days of the Historic Preservation Board decision. Appeals shall be considered only on the record made before the HPB and will be reviewed for correctness.

**Notice:**

On March 19, 2016, Legal Notice of this public hearing was published in the Park Record, according to the requirements of the Land Management Code. Staff also sent a mailing notice to the property owner and property owners within 100 feet on February 17, 2016 and posted the property on February 17, 2016.

**Public Input:**

A public hearing, conducted by the Historic Preservation Board, is required prior to adding sites to or removing sites from the Historic Sites Inventory. The public hearing for the recommended action was properly and legally noticed as required by the Land Management Code as noted above. No public input was received at the time of writing this report.

### **Alternatives:**

- Conduct a public hearing to consider the DOS for **1259 Norfolk Avenue** described herein and find the structure at **1259 Norfolk Avenue** meets the criteria for the designation of “Significant” to the Historic Sites Inventory according to the draft findings of fact and conclusions of law, in whole or in part.
- Conduct a public hearing and find the structure at **1259 Norfolk Avenue** does not meet the criteria for the designation of “Significant” to the Historic Sites Inventory, and providing specific findings for this action.
- Continue the action to a date uncertain.

### **Significant Impacts:**

The house at 1259 Norfolk Avenue is not listed on the Historic Sites Inventory. If designated as “Significant” on the HSI, any alterations must comply with the Design Guidelines for Historic Sites and the site will be eligible for the Historic District Grant Program. Should the structure not be included, then the property will be eligible for demolition.

### **Consequences of *not* taking the Recommended Action:**

If no action is taken, no change will occur to the designation of 1259 Norfolk Avenue because the house is not currently on the Historic Sites Inventory. The structure will be eligible for demolition.

If the Historic Preservation Board chooses to include this site on the HSI, the structure will be designated a Significant Historic site and not eligible for demolition. It will be eligible for the Historic District Grant Program.

### **Recommendation:**

Staff recommends the Historic Preservation Board review the application, conduct a public hearing, and consider designating the house at 1259 Norfolk Avenue as a Significant Site on the Park City Historic Sites Inventory.

### **Finding of Fact:**

1. The Park City Historic Sites Inventory (HSI), adopted February 4, 2009, includes 414 sites of which 192 sites meet the criteria for designation as Landmark Sites and 222 sites meet the criteria for designation as Significant Sites. This site was not included on the 2009 HSI based upon the older criteria.
2. In December 2015, City Council amended the Land Management Code to expand the criteria for what structures qualify to be significant sites.
3. The house at 1259 Norfolk Avenue is within the Recreation Commercial (RC) zoning district.
4. The structure is not currently designated as a Significant or Landmark site on the 2009 Historic Sites Inventory.
5. The structure was originally constructed at 1259 Norfolk Avenue in c.1900, which makes the structure approximately 116 years old.



6. The structure appears in the 1907, 1929, and 1941 Sanborn Fire Insurance maps.
7. The structure can be found in a 1940's tax photograph.
8. The structure is not currently designated as a Significant or Landmark site on the Historic Sites Inventory.
9. The original hall-parlor was constructed within the Mature Mining Era (1894-1930) and is historic.
10. In 2001, a grant was awarded by the Historic District Commission in the amount of \$16,500 for a new foundation; structural, electrical, plumbing and mechanical improvements; replacement doors and windows; re-roof; and exterior siding and trim repairs, prep, and repainting.
11. The lower level garage addition and new foundation were added in 2002 and are non-historic.
12. The house was moved to the southeast as a part of the 2002 renovation to accommodate the subdivision of the existing three (3) parcels into two (2) legal lots of record.
13. The house is surrounded by both historic and non-historic sites. The site still retains its context and spatial relationship with the historic baseball field located directly across the street.
14. The lower level garage and concrete foundation were added in 2002, but they do not detract significantly from its Historic Form when viewed from the primary public Right-of-Way.
15. The change in material to board and batten on the lower level garage portion of the house creates a clear delineation between the historic portion of the house and the new lower level garage addition.
16. In 2002, the Historic District Commission determined that the garage shall be recessed under the front porch in order not to create a visual and architectural distraction.
17. The new rear addition is located behind the historic dwelling and is subordinate to the historic portion of the house in terms of mass, height, and scale.
18. In 2002, the applicant demolished the historic northwest rear shed addition located at the northwest corner of the dwelling in order for the structure to fit onto its newly created lot.
19. The historic northwest rear shed addition is visible in the circa 1940's tax photograph (Figure 3), but not on the 1941 Sanborn Map (Figure 1).
20. The Historic District Commission determined that the historic northwest rear shed addition was not integral to the overall building's historic integrity and that the historic south addition was more important to the historic integrity of the building because it was incorporated into the historic porch.
21. The roof was repaired in 1996, but the repair did not alter the historic roof form. The historic portion of the house retains the historic roof form.
22. In 2002, the new rear addition incorporated a cross gable roof design with the intent to minimize the massing of the new rear addition.
23. In 2002, the porch was restored according to historic documentation available, including the 1940's tax photograph.

24. The current location of the entrance stairs is not consistent with that found in the circa 1940's tax photograph.
25. At the time of the 2002 renovation, the steps were in their current location.
26. The historic location of the entrance steps was centered on the front of the house, directly in front of the front door.
27. In 2002, the Historic District Commission determined that the repositioning of the steps into their historic location would result in an encroachment into the front yard setback.
28. In 2002 renovation, the historic one-over-one double hung windows (visible in the circa 1940's tax photograph) were brought back on the north, south, and east elevations of the house.
29. In 2002, the transom above the front door was incorporated into the design after being lost in an out of period alteration.
30. In 2002, the historic horizontal lap-siding was exposed beneath non-historic siding. The historic siding was repaired and painted.
31. The architectural detailing including fascia boards, cornices, and brackets were reintroduced or restored as a part of the 2002 renovation.
32. The structure is a hall-parlor typical of the Mature Mining Era (1894-1930).
33. The site meets the criteria as Significant on the City's Historic Sites Inventory.
34. Built circa 1900, the structure is over fifty (50) years old and has achieved Significance in the past fifty (50) years.
35. Though the structure's historic integrity has been diminished due to the out-of-period addition and alterations to its historic materials, it has retained its Historical Form in that the hall-parlor form is still clearly identifiable from the public right-of-way. The lower level out-of-period addition to the east elevation and rear addition on the west of the structure do not detract from its historic significance as these are clearly delineated from the historic hall-parlor form. Further, the 2002 renovation restored many of the historic details that had been lost previously including porch details, historic window openings, and the original siding.
36. The introduction of a lower level basement and foundation and rear addition does not detract from the Historic Form.
37. The house retains its Historic Form, reflects the Historical Character, and still maintains its historic site context despite the presence of a non-historic addition and surrounding non-historic infill development.
38. The structure is important in local or regional history because it is associated with an era of historic importance to the community, the Mature Mining Era (1894-1930) and its noteworthy method of construction, materials, and craftsmanship of the Mature Mining Era.
39. The front façade of the structure was altered sometime after 1947. The circa 1940 tax photograph and a 1947 photograph show the unaltered historic front façade, whereas the 1950 and 1961 photographs show alterations to the front windows.
40. The site does not meet the criteria as Landmark on the City's Historic Sites Inventory in that the house is not eligible for the National Register of Historic

Places due to the cumulative changes to its design, out of period additions, materials, and workmanship that have diminished its historic integrity.

### Conclusions of Law

1. The existing structure located at 1259 Norfolk Avenue meets all of the criteria for a Significant Site as set forth in LMC Section 15-11-10(A)(2) which includes:

*(a) It is at least fifty (50) years old or the Site is of exceptional importance to the community; and*

**Complies.**

*(b) It retains its Historical Form as may be demonstrated but not limited by any of the following:*

*(i) It previously received a historic grant from the City; or*

*(ii) It was previously listed on the Historic Sites Inventory; or*

*(iii) It was listed as Significant or on any reconnaissance or intensive level survey of historic resources; or*

**Complies.**

*(c) It has one (1) or more of the following:*

*(i) It retains its historic scale, context, materials in a manner and degree which can be restored to Historical Form even if it has non-historic additions; and*

*(ii) It reflects the Historical or Architectural character of the site or district through design characteristics such as mass, scale, composition, materials, treatment, cornice, and/or other architectural features as are Visually Compatible to the Mining Era Residences National Register District even if it has non-historic additions; or*

**Complies.**

### Exhibits:

Exhibit A – Historic Sites Inventory Form, 2014

Exhibit B – Historic Tax Card

Exhibit C – 2001 Grant Award Letter

Exhibit D – July 2, 2001 Historic District Commission Staff Report

Exhibit E – July 2, 2001 Historic District Commission Meeting Minutes

Exhibit F – July 16, 2001 Historic District Commission Meeting Minutes

Exhibit G – August 6, 2001 Historic District Commission Meeting Minutes

Exhibit H– March 18, 2002 Historic District Commission Staff Report

Exhibit I– March 18, 2002 Historic District Commission Meeting Minutes

Exhibit J – 2002 Historic District Design Review Action Letter

Exhibit K – 2002 Historic District Design Review Photographs

Exhibit L – Historic Preservation Board Meeting Minutes April 1, 2015

# HISTORIC SITE FORM – HISTORIC SITES INVENTORY

PARK CITY MUNICIPAL CORPORATION (10-08)

## 1 IDENTIFICATION

**Name of Property:** House at 1259 Norfolk Avenue

**Address:** 1259 Norfolk Avenue

**A.K.A.:**

**City, County:** Park City, Summit County, Utah

**Tax Number:** 1259-NOR-1

**Current Owner Name:** Maureen Barbara Moriarty (trustee)

**Parent Parcel(s):** SA-193

**Current Owner Address:** PO Box 242, Park City, UT 84060-0242

**Legal Description (include acreage):** LOT 1, 1259 NORFOLK AVENUE SUBDIVISION; ACCORDING TO THE OFFICIAL PLAT ON FILE IN THE SUMMIT COUNTY RECORDERS OFFICE CONT 3300 SQ FT OR 0.08 AC [...] (see record for complete legal description)

## 2 STATUS/USE

Property Category

- building(s), main
- building(s), attached
- building(s), detached
- building(s), public
- building(s), accessory
- structure(s)

Evaluation\*

- Landmark Site
- Significant Site
- Not Historic

Reconstruction

- Date:**
- Permit #:**
- Full     Partial

Use

- Original Use:** single dwelling
- Current Use:** single dwelling

- \***National Register of Historic Places:**  eligible     ineligible
- listed (date: )

## 3 DOCUMENTATION

Photos: Dates

- tax photo:
- prints: Nov. 2014 (2)
- historic: c. 1905

Research Sources (check all sources consulted, whether useful or not)

- abstract of title
- tax card
- original building permit
- sewer permit
- Sanborn maps
- obituary index
- city directory/gazetteers
- census records
- biographical encyclopedias
- newspapers
- city/county histories
- personal interviews
- Utah Hist. Research Center
- USHS preservation files
- USHS architects file
- LDS Family History Library
- Park City Hist. Soc./Museum
- university library(ies):
- other:

Drawings and Plans

- measured floor plans
- site sketch map
- Historic American Bldg. Survey
- original plans:
- other: lot survey (7/28/2003)

Bibliographical References (books, articles, interviews, etc.). Attach copies of all research notes and materials

Carter, Thomas and Peter Goss. *Utah's Historic Architecture, 1847-1940*. Salt Lake City: Center for Architectural Studies, Graduate School of Architecture, University of Utah and Utah State Historical Society, 1988.

Hampshire, David, Martha Sonntag Bradley and Allen Roberts. *A History of Summit County*. Coalville, UT: Summit County Commission, 1998.

National Register of Historic Places. *Park City Main Street Historic District*. Park City, Utah, National Register #79002511.

Peterson, Marie Ross and Mary M. Pearson. *Echoes of Yesterday: Summit County Centennial History*. Salt Lake City: Daughters of Utah Pioneers, 1947.

Randall, Deborah Lyn. *Park City, Utah: An Architectural History of Mining Town Housing, 1869 to 1907*. Master of Arts thesis, University of Utah, 1985.

Thompson, George A., and Fraser Buck. *Treasure Mountain Home: Park City Revisited*. Salt Lake City: Dream Garden Press, 1993.

**Researcher/Organization:** John Ewanowski

**Date:** Nov. 2014

**4 ARCHITECTURAL DESCRIPTION AND INTEGRITY***Building Type and/or Style:* rectangular cabin type, Victorian Eclectic style*No. Stories:* 1*Additions:*  none  minor  major (describe below) *Alterations:*  none  minor  major (describe below)*Number of associated outbuilding and/or structures:*  accessory building(s), # 0;  structure(s), # 0.*General Condition of Exterior Materials:* Good: Well-maintained with no serious problems apparent Fair: Some problems are apparent. *Describe the problems:* Poor: Major problems are apparent and constitute an imminent threat. *Describe the problems:* Uninhabitable/Ruin*Materials:*

Foundation: concrete

Walls: drop wood siding, board and batten wood siding on lower level garage

Roof: asphalt shingles

Windows/Doors: double-hung windows (typical) and paneled wood doors with wooden trim

*Essential Historical Form:*  retains  does not retain*Location:*  original location  moved (date: , original location: )

*Design:* This is a rectangular cabin type that has been modified and updated to include a concrete foundation and a garage in the lower level. Originally, the house was two rectangular volumes, the front (east) living space and the back (west) bedroom wing. The front patio was added before the 1929 Sanborn Map of Park City and remains an important historical element of the house. The garage and concrete foundation were recent alterations to the house, but they do not detract significantly from its historic feel and appearance.

*Setting:* Set in the north end of Old Town Park City, facing a greensward that was once the historic baseball field for the town. It is on a 44'x75' lot, about one-and-a-half of the original Snyder's Addition parcels. The setting has changed somewhat with surrounding growth from typical miner's cabins to larger condominiums and hotels. Located close to the base of Park City Mountain Resort, the setting is more developed than it was historically but maintains a degree of historic integrity, especially in its relationship to the historic ball field across the street.

*Workmanship:* This house utilizes typical materials and assemblies of a Park City residence built during the early twentieth century. Namely, drop wood siding was the preferred wall material of this era and most houses are topped with asphalt shingle roofs. The subtle window and door trim, as well as the patio post and bracket details convey a sense of Victorianism, which was popular at the time of construction. The lower addition is clad in board-and-batten siding, which was employed in the historic period, although it was used to a lesser degree than drop wood siding.

*Feeling:* Retains its historic integrity despite the addition of a lower level garage and new concrete foundation. The basic historic massing of the original house is readily apparent from the exterior, and the pre-1929 front patio is historic despite not being original. Despite surrounding development, the site retains its historic feel, as well.

*Association:* Rectangular cabins were the first popular housing type in Park City after the log cabins and one-room shacks of the initial silver discovery era of the 1870s. Over 80% of the rectangular cabins in Park City were built before the 1889 Sanborn Map.<sup>1</sup> This house was not included in the Sanborns until the 1907 addition, as it was near the outskirts of the original town. A 1904-05 photograph shows this house with only a handful of others across from the historic baseball grounds. It is unknown who built the house and the exact date of construction, but it was definitely before 1905 and probably around the turn of the century.

## 5 SIGNIFICANCE

Architect:  not known  known: (source: )

Date of Construction: c. 1900

Builder:  not known  known: (source: )

The site must represent an important part of the history or architecture of the community. A site need only be significant under one of the three areas listed below:

### 1. Historic Era:

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

Description of historic era: By the 1890s, Park City was a *bona fide* mining town, with a railroad station, post office, fire department, and growing school system. While individuals lost and gained jobs based on fluctuating silver prices, the mining industry was relatively stable in Park City through the 1920s. The Great Fire of 1898 proved the strength of the town: while Main Street was almost completely levelled and sustained over \$1,000,000 in damages, most of the buildings were rebuilt by 1900. Unlike other fire ravaged western mining towns, which often went permanently bust over similar blazes, the demand for Park City silver caused a rapid rebuilding of the business district. Park City survived the Spanish Flu Epidemic, World War I, and Prohibition mostly unscathed, boasting over 4,000 residents in the 1930 United States Census.

### 2. Persons: N/A

### 3. Architecture: N/A

## 6 PHOTOS

Photographs on the following pages (taken by the researcher, unless noted otherwise):

**Photo No. 1:** Northeast oblique. Camera facing southwest. November 2014.

**Photo No. 2:** Southeast oblique. Camera facing northwest. November 2014.

**Photo No. 3:** Overall view of Park City. Camera facing northwest. 1904-05. (Park City Historical Society & Museum)

**Photo No. 4:** Close-up of Photo No. 3 (Overall view of Park City. Camera facing northwest. 1904-05). (Park City Historical Society & Museum)

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<sup>1</sup> Randall, 67.

**Photo No. 1:** Northeast oblique. Camera facing southwest. November 2014.



**Photo No. 2:** Southeast oblique. Camera facing northwest. November 2014.





**Photo No. 3:** Overall view of Park City. Camera facing northwest. 1904-05. (Park City Historical Society & Museum)



**Photo No. 4:** Close-up of Photo No. 3 (Overall view of Park City. Camera facing northwest. 1904-05). (Park City Historical Society & Museum)





Exhibit B: Historic Tax Card  
 Park City Museum and Historical Society

SA 193  
 SERIAL NO 4421

SUB  
 OWNER'S NA  
 OWNER'S AD  
 LOCATION 22-28 &  
 29, B



SA 193

32

Rat Pa  
 4x14

SCALE:

IDENTICAL OUT BUILDINGS	Age	Size	Area	Fac- tor	Cost	Conv. Fac.	Adj. Cost	Depr. Value
Shed 12x13 Siding	25+	x			902.10	.47	25%	50
Dirt Floor		x				.47		
		x				.47		
		x				.47		
		x				.47		
		x				.47		

Age - Class IF Depr. 2% (6)  
 1 Floor Dirt Walls Slitg Roof CI Doors 1  
12 x 13 Area 192ft Cost 239 x 47%  
 1940 Base Cost x 25 % Depr.  
 Total 60

MARKS  
110

Owners Name Howard Sweatfield  
 Location Park Circle, Utah  
 Kind of Bldg. Res St. No. 1239 Norfolk  
 Class. 3 Type 1 2 10 Cost \$ 4067 x104.5%

Stories	Dimensions	Sq. Ft.	Factor	Totals	Totals
1	x x	908		\$ 4250	\$
	x x				
	x x				

Att. Gar. x C.P. x Flr. Walls Cl.

Description of Buildings Additions Additions

Foundation—Stone None Conc. None Syle

Ext. Walls Ask. Shake-over siding

Roof Type Gab Mtl. R.R.

Formers—Small  Med.  Large

Stairs—Small  Med.  Large

Porchs—Front 4x32 128 @ 1.00 128

Side 4x14 Enc. 52 @ 2.00 112

Porch  @

Planters  @

Ext. Base Entry  @

Cellar-Bsmt. — 1/4 1/2 3/4 Full 8x11 Floor Coin FH 20

Bsmt. Gar.

Basement-Apt.  Rms.  Fin. Rms.

Little Rooms Fin.  Unfn.

Plumbing { Class 1 Tub. 1 Trays

Basin 1 Sink 1 Toilet 1 550

Wtr. Sfr.  Shr. St.  O.T.

Dishwasher  Garbage Disp.

Heat—Stove  H.A.  FA  HW  Stkr  Elec.

Oil  Gas  Coal  Pipeless  Radiant 364

Air Cond. — Full  Zone

Finish—Fir.  Hd. Wd.  Panel

Floor—Fir.  Hd. Wd.  Other

Cabinets 1 Mantels

Tile—Walls  Wainscot  Floors

Storm Sash—Wood D.  S. ; Metal D.  S.

Windowings — Metal  Fiberglass

Total Additions 1174

Year Built  Avg. 1945 Replacement Cost 5474

Age 1 Age 2.  Obsolescence

Valued by Owner - Tenant - Adj. Bid. Value

Neighbor - Record - Est. Conv. Factor x.47

Replacement Cost—1940 Base

Depreciation Column 1 2 3 4 5 6

1940 Base Cost, Less Depreciation

Total Value from reverse side 10

Total Building Value \$ 5474

Appraised 17/3/68 19 68 By GM

Appraised  19  By

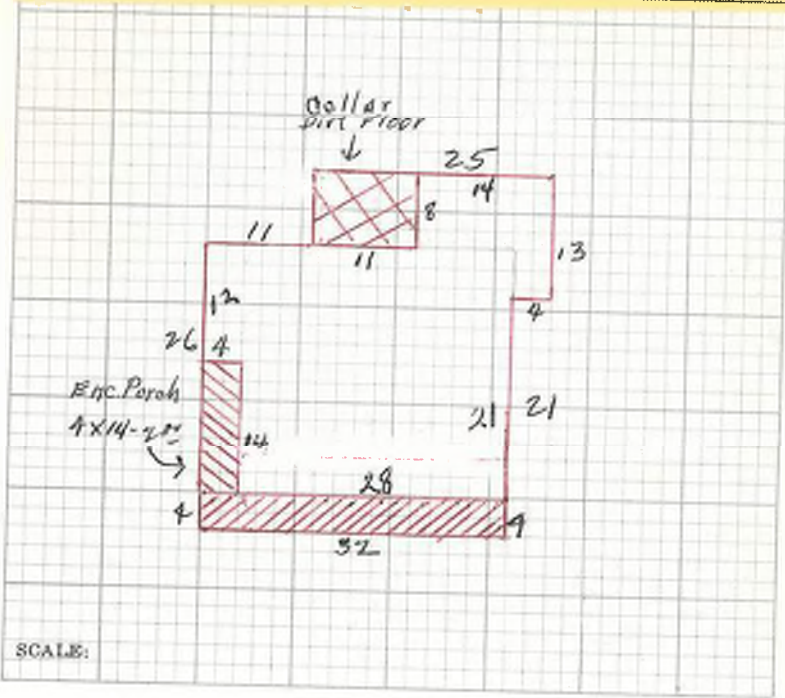
# ASSESSMENT OF IMPROVEMENTS

Summit COUNTY SERIAL NO. SA 193 X 498

OWNER'S NAME Howard & Marjorie Sweatfield  
Clark, Pat J. & Minnie

OWNER'S ADDRESS Park City

LOCATION Lots 11 - 12-13-14-15-16-17-21-22-28 &  
29, Blk 18, S.A.



SCALE:

ESIDENTIAL OUT BUILDINGS	Age	Size	Area	Fac- tor	Cost	Conv. Fac.	Adj. Cost	Depr. Value
Shed 12x15, Siding	25	x			90200	.47	25%	50
Dirt Floor		x				.47		
		x				.47		
		x				.47		
		x				.47		
		x				.47		

Age Class IF Depr. 2% 25%  
 rs 1 Floor Dirt Walls Shtg Roof CI Doors 1  
 e 12 x 15 Age 1924 Cost 239 x 47%  
 1940 Base Cost x 25 % Depr.

Total 60

MARKS 110





Department of Community Development  
Engineering • Building Inspection • Planning

April 9, 2001

Richard Kerr  
c/o Peter Barnes



COPY

RE: 2001 Historic District Grant Program - 1259 Norfolk Avenue

Dear Mr. Kerr:

On behalf of the Historic District Commission, I am pleased to inform you that you have received a 2001 Grant in the amount of \$16,500.00. The Commission is very happy that you will be working on your building this summer. This award, in conjunction with your match, will yield significant results for the preservation of your historic building toward any of the following projects:

- New foundation
- Structural, electrical, plumbing and mechanical improvements
- Replacement door and windows & re-roofing
- Exterior siding & trim repairs, prep and re-painting

Prior to beginning work, please contact Derek Satchell, Preservation Planner at 615-5070, to schedule an appointment to review your proposed scope of work and to sign your grant agreements before **July 1, 2001**. Should you fail to sign your agreements and to begin your work before this deadline, your grant award will be forfeited.

Being a historic property owner in Park City, you possess a rich heritage--preserve it well. Again, I offer you the warmest of congratulations.

Sincerely,

A handwritten signature in cursive script that reads "Dick Peek".

Dick Peek, Chairperson  
Historic District Commission

CC: File

**:Exhibit K - 2001 Grant Award Letter**

Park City Municipal Corporation • 445 Marsac Avenue  
Community Development (435) 615-5055 • Engineering  
Planning (435) 615-5060 • Fax



PARK CITY

1884

FILE COPY

HISTORIC DISTRICT COMMISSION REPORT

DATE: July 2, 2001  
DEPARTMENT: Planning Department  
AUTHOR: Derek Satchell  
TITLE: 1259 Norfolk Avenue - Design Review of Modifications to an Existing Historic Residence  
TYPE OF ITEM: Regular Agenda

*Continued to next meeting.  
w/ docs to show ideas to staff*

**SUMMARY RECOMMENDATIONS:** Staff requests that the Historic District Commission review the project within the context of the Historic District Guidelines and approve with the following Findings of Fact, Conclusions of Law and Conditions of Approval.

**A. PROJECT STATISTICS**

Applicant: Richard & Janice Kerr/Peter Barnes (Designer)  
Location: 1259 Norfolk Avenue  
Proposal: Design review of Modifications to an Existing Historic Residence  
Zoning: Historic Residential (HR-1) District  
Adjacent Land Uses: Residential  
Date of Application: May 18, 2001

*up to applicant.*

**B. BACKGROUND**

The applicant is proposing to construct a 688 square foot garage/workshop under the existing 813 square foot, one-story, single-family residence on the uphill Lots 15, 16 and 17 in Block 18 of the Snyder's Addition to Park City Survey. Additionally, the applicant proposes increase the existing living area of the house from 813 square feet, to 1,903 square feet as well as to make other necessary repairs to the historic dwelling. The applicant is a 2001 HDC Grant recipient in the amount of \$16,500. The surrounding area consists of both contemporary and historic buildings.

The approval and recordation of a subdivision application is required prior to the issuance of any building permits. The applicant intends to subdivide the existing three (3) 25'x75' Old Town lots into two (2) separate lots. This action will not only create a lot which accommodates the existing historic dwelling, but will also permit the applicants to develop the remaining lot. A subdivision application

has been submitted and is scheduled for Planning Commission review and possible action on July 25, 2001.

### C. ANALYSIS

The applicant proposes to construct a 688 square foot garage/workshop under the existing 813 square foot, single-story, single-family residence located within the Historic Residential District (HR-1). The Maximum Building Footprint for the proposed 3,300 square foot lot is 1,367 square feet. The proposed Maximum Building Footprint for the dwelling will be approximately 1,285 square feet after the installation of the garage/workshop and addition to the rear of the dwelling. The height limit in the HR-1 zone is twenty-seven feet (27'). The proposed height of the dwelling will be approximately 26 feet above final grade to the highest ridge line. Additionally, the applicant is proposing to replace the existing non-historic aluminum windows, re-roof and re-paint the entire house.

The applicant intends to demolish the existing historic shed addition located at the northeast corner of the dwelling in order for the structure to fit on its newly created lot. The addition is considered to be historic because it appears in the circa 1940's tax photo. The demolition of existing historic additions is not encouraged by the Historic District Design Guidelines, Staff, or the HDC. However, Staff recognizes two important reasons for the support of its removal.

First, the rear shed addition is not integral to the overall building's historic integrity. Secondary shed additions of this type were commonly added to the side elevations of Hall-and-Parlor dwellings such as this one. They were constructed in order accommodate secondary entrances, or side doors, in a manner that continued the existing roof line of the structure while mitigating the potential for snowshed at that entrance. Historically, it was not uncommon for more than one of these kind of additions to be added to a dwelling over time. The existing dwelling at 1259 Norfolk Avenue has two (2) shed additions (one on the north and south elevations). Of these two additions, the one found on the dwelling's south elevation is of primary significance because of its incorporation into the design of the front porch, and due to its location towards the front of the building.

Second, the removal of the northern-most shed addition will permit the applicants to subdivide the three (3) existing lots in a manner that will encourage future development that is sensitive to the historic scale and vernacular of the area. The proposed subdivision will create a 44' wide lot that is wide enough to accommodate the relocated house, as well as its required side yard setbacks. The resulting vacant 31' wide lot will be wider than the standard 25'x75' Old Town lot. Hence, the probability of constructing a new dwelling that is architecturally compatible with the adjacent historic house is much greater.

Outlined below are specific Historic District Design Guidelines which relate to the rehabilitated single-family residence at 1259 Norfolk Avenue.

#### **Historic District Guidelines for Residential Renovations**

Guideline #45: Maintain the Line of Stone Retaining Walls Along the Street.

*FINDING: Not applicable. No stone retaining walls exist, nor are any being proposed.*

Guideline #46: Use Fences to Define Yard Edges.

- Avoid using solid "wood" fences. Chain link is not an appropriate material in the district.

*FINDING: Not applicable. No fences are proposed, nor are any being proposed.*

Guideline #47: Preserve existing exterior stairs.

- Wood steps are typical features on both residential sites and in public areas.

*FINDING: The proposed design complies with this policy as conditioned. The circa 1940's tax photo shows the location of the front exterior stairs centered on the front of the dwelling, directly in front of the front door. Over time, these stairs were eventually relocated to the southernmost end of the front porch. In an effort to restore the original appearance of the house based on the image found in the tax photo, Staff recommends that the front stairs be returned to their original location. In doing so, one of the garage doors would have to be eliminated. Hence, the amount of hard-surfacing in the front yard setback can be reduced and the extensive front stair design can be simplified. The modified plan would then call for a two-car tandem driveway adjacent to the repositioned front stair. Staff has added a specific finding of Fact and Condition of Approval to this effect.*

Guideline #48: Maintain the visual unity of building clusters on individual sites.

- Retain the similarity of materials on a lot where clusters of existing buildings occur by retaining the matching siding.

*FINDING: Not applicable. There are no other structures located on this site.*

Guideline #49: Locate additions to original houses so they do not alter the front facade.

- Do not obscure the size and shape of the original house.

*FINDING: The proposed design complies with this policy as conditioned. In terms of scale, height and mass (as perceived from Woodside Avenue), the proposed addition will be located behind the historic dwelling. However, Staff recommends that the applicant maintain some physical semblance of the original roof line as seen in elevation from the north and south. In doing so, the original portion of the house will be more discernable from the proposed additions and/or modifications. This solution represents the design precedence established previously by the HDC involving house having a similar configuration, as evidenced by the rehabilitation of 263 Park Avenue (See Exhibit G). Staff has added a specific Condition of Approval to this effect.*

Guideline #50: Maintain front porches as an important facade element.

*FINDING: The proposed design complies with this policy as conditioned. The existing front porch will be restored per historic documentation which exists in Staff's files for the dwelling. Should any porch element need to be replaced or reconstructed, Staff requests the HDC to require construction details to be submitted by the applicant to ensure their proper replication. Staff has added a specific Condition of Approval to this effect.*

Guideline #51: Preserve the original shape of the roof.

*FINDING: The proposed design complies with this policy as conditioned. The existing historic house is a front side-gabled dwelling having an extended single-sloping shed roof addition at the rear of the house. The new addition will incorporate a similar shed roof design. Unfortunately, Staff is concerned that the reconfigured and enlarged addition to the rear of the dwelling may be misinterpreted as being part of the original construction of the house. Staff recognizes and commends the designer's effort to minimize the massing of the new rear addition. However, Staff recommends that the roof line of the original roof be maintained (as done similarly at 263 Park Avenue), and that the roof of the new addition be modified to accommodate this action. Staff has added a specific Condition of Approval to this effect.*

Guideline #52: Avoid changing the location of the windows.

*FINDING: The proposed design complies with this policy. Existing windows will maintain their current locations.*

Guideline #53: Maintain original window proportions.

- Do not close down the original openings. Use trim borders to frame window openings.

*FINDING: The proposed design complies with this policy as conditioned. All of the new windows proposed appear to have a 2:1 proportional ratio, similar to those found on the historic portion of the house. Staff has added a specific Condition of Approval to this effect upon HDC taking action.*

Guideline #54: Maintain the original position of main entrances.

*FINDING: The proposed design complies with this policy. The existing main entrance will maintain its current location and function.*

Guideline #55: Maintain original proportions of doors.

- Avoid "modernizing" by adding sliding doors.

*FINDING: The proposed design complies with this policy as conditioned. Existing doors will maintain their current proportions. The circa 1940's tax photo shows a transom window located above the front door. This door detail shall be returned. Although there is a pair of sliding full-light doors are proposed, they are located on the rear of the dwelling. The HDC has approved these kind of doors for installation on the rear of new and historic dwellings in the past. The garage door shall be the minimum size as required by the Uniform Building Code for a passenger car in order to minimize the height of the house. Staff has added a specific Condition of Approval to this effect upon HDC taking action.*

Guideline #56: Preserve specific details when repairing stone retaining walls.

- Preserve the color, texture, and shape of the stone.

*FINDING: Not applicable. There are no existing stone retaining walls on this property.*

Guideline #57: Maintain the original number of window panes.

- Retain and repair the original parts. Do not replace sliding sash or use small pane windows.



*FINDING: The proposed design complies with this policy as conditioned. The one-over-one, double-hung window light configuration is similar to that found on the historic portion of the dwelling. Staff has added a specific Condition of Approval to this effect upon HDC taking action.*

Guideline #58: Sash Dimensions.

*FINDING: The proposed design complies with this policy as conditioned. The trim shall reflect the commonly found proportions and dimension of historic trim in Old Town. Staff has added a specific Condition of Approval to this effect upon HDC taking action.*

Guideline #59: Maintain original siding.

- Original building materials may not be covered with synthetic sidings.

*FINDING: The proposed design complies with this policy as conditioned. The applicant intends to expose the original horizontal lap-siding which may exist beneath portions of the existing artificial shingle siding. Staff has added a specific Condition of Approval to this effect.*

Guideline #60: Preserve original porch materials.

*FINDING: The proposed design complies with this policy as conditioned. The circa 1940's tax photo shows greater architectural detail involving the construction of the porch. The original porch had chamfered porch posts, decorative brackets, a sloping bead-board porch ceiling, and painted flush vertical wood siding skirting the perimeter of the porch. Although the current drawings do not show the same level of architectural detail, the applicant's intent is to restore the original appearance of the historic portion of the house. Staff recommends that the applicants revise the proposed elevations to reflect the image of the circa 1940's tax photo prior to the issuance of any building permits. Staff has added a specific Condition of Approval to this effect.*

Guideline #61: Use roof materials that were typical.

- Wood shingles or standing seam metal roofs are appropriate.

*FINDING: The proposed design complies with this policy as conditioned. The circa 1940's tax photo of the property shows an asphalt shingle roofing material on the dwelling. The applicant is proposing to use a high definition/profile architectural-grade composite shingle roof over the entire dwelling. Staff has added a specific Condition of Approval to this effect.*

Guideline #62: Preserve the essential character of the roof lines.

*FINDING: The proposed design complies with this policy as conditioned. Refer to Staff's response to policy #51.*

Guideline #63: Locate solar panels so they are not visible from the street.

*FINDING: Not applicable. There are no solar panels proposed.*

Guideline #64: When replacing doors, use designs similar to those that were found in Park City

*FINDING: The proposed design complies with this policy as conditioned. Refer to Staff's response to policy #55.*

Guideline #65: Preserve original architectural detailing.

*FINDING: The proposed design complies with this policy as conditioned. The circa 1940's tax photo shows greater architectural detail on the house (e.g. fascia boards, cornices, brackets, decorative exterior window trim, etc.). The current drawings do not show the same level of detail. Staff recommends that the applicant revise the proposed set and resubmit for Staff review and approval prior to the issuance of any building permits. Staff has added a specific Condition of Approval to this effect.*

Guideline #66: Replace decoration where it is known to have once existed.

- Use remaining portions of details as models.

*FINDING: The proposed design complies with this policy as conditioned. Refer to Staff's response to Guideline #65.*

Guideline #67: Simplified modifications may be appropriate where historic elements have already been lost.

*FINDING: The proposed design complies with this policy as conditioned. Refer to Staff's response to Guideline #65.*

**D. REQUESTED COMMISSION ACTION**

Staff request that the Historic District Commission approve the project proposed for 1259 Norfolk Avenue according to the Findings of Fact, Conclusions of Law and Conditions of Approval below.

**Findings of Fact**

1. The findings discussed in the Background and Analysis Sections of this report are incorporated herein.
2. The proposed dwelling is located within the HR-1 zone.
3. The three existing lots (#15, 16 and 17 of Block 18 of the Snyder's Addition to the Park City Survey) contain approximately 5,625 square feet.
4. The existing lots will be subdivided into two (2) separate lots. The newly created lot to accommodate the relocated existing historic house will be 44'x75' in size.
5. The maximum building footprint for a 44'x75' lot is approximately 1,367 square feet.
6. The proposed maximum building footprint will be approximately 1,285 square feet.
7. The maximum height allowed for the HR-1 Zone is 27 feet. The proposed height will be approximately 26 feet above final grade to the highest ridge line.
8. The relocated existing historic dwelling shall maintain the legal required setbacks (as determined by the Land Management Code) for a 44'x75' lot in the HR-1 zone.
9. There is significant vegetation on the site that is composed primarily of a large cottonwood tree near the southwest corner of the property. The tree will not be disturbed by this application.
10. The applicant has received a 2001 HDC Grant in the amount of \$16,500 to be used towards this project.

### Conclusions of Law

1. The proposed work complies with the Park City Historic District Design Guidelines as conditioned.
2. The proposed work complies with the Land Management Code requirements pursuant to the HR-1 zone.

### Conditions of Approval

1. The review, approval and recordation of the subdivision plat shall be required prior to the issuance of any building permits for this project.
2. Receipt and approval of a Construction Mitigation Plan (CMP) by the Community Development Department is a condition precedent to the issuance of any building permit.
- ③ 3. The final building plans and construction details shall reflect the conceptual drawings dated May 18, 2001 (as submitted and reviewed by the HDC on July 2, 2001), but reflect substantial compliance with the design direction outlined in this report and the specific Conditions of Approval adopted by the HDC upon taking action to approve. The plan shall be modified to show a single car-width driveway leading to a two-car tandem garage under the front porch. The front elevation shall be modified to show a single garage door and a centrally located front stair. The lower portion of the facade having the garage door shall be flush with the edge of the deck and sided in painted vertical siding to match the existing siding in that area. The north elevation shall be modified to show a pent eave that is emblematical of the original roof line of the dwelling and the existing overall shape and form of the historic building. A revised set of building plans shall be resubmitted to the Preservation Planner for review and approval based on the design direction outlined in this report and the architectural detail shown in the circa 1940's tax photo of this property prior to the issuance of any building permits. Any changes, modifications, or deviations from this approved design shall be reviewed and approved by the Historic District Commission or the Preservation Planner prior to their construction. Any formal request for design modifications submitted during construction may result in a stop-work order by the Chief Building Official until the modifications are approved.
4. The General Contractor shall apply for an Exploratory Demolition Permit to remove any non-historic material in order for the Preservation Planner to evaluate and assess the amount of salvageable existing historic material to be reused in this project. No material shall be removed from the building (or the site) without the consent of the Preservation Planner. Any removal of existing historic building material or features not identified as part of this review shall be reviewed and approved by the Preservation Planner prior to their removal.
5. The General Contractor shall be responsible for submitting a Preservation Financial Guarantee to the City (in an amount to be determined by the Community Development Department) prior to the issuance of any building permits. This guarantee is for the protection and re-installation of any salvageable historic material that is temporarily dismantled or disassembled as part of this rehabilitation/reconstruction project. The purpose is to ensure the re-installation of the historic material in a manner that preserves the most original material as possible. Failure to do so, will result in the City retaining this financial guarantee for use in its various preservation programs and incentive initiatives.



6. The General Contractor shall be responsible for submitting a Vegetation Financial Guarantee to the City (in an amount to be determined by the Community Development Department) prior to the issuance of any building permits. This guarantee is for the protection of any existing significant vegetation on the property as identified by the City. The purpose is to ensure the livelihood of the said vegetation upon completion of the project. Failure to do so, will result in the City retaining this financial guarantee for the in-kind replacement of any loss of significant vegetation.
7. The General Contractor shall field verify all existing conditions prior to executing any work and match replacement materials/features accordingly. All discrepancies found between the final approved plans and the existing conditions must be reported to the Preservation Planner for direction prior to construction.
8. The architect, designer and/or applicant shall be responsible for coordinating the approved architectural drawings/documents with the approved construction drawings/documents. The overall aesthetics of the final approved architectural drawings/documents shall take precedence. Any discrepancies found among these documents that would cause a change in appearance to the approved architectural drawings/documents shall be reviewed and approved by the Preservation Planner prior to construction. Failure to do so, or any request for changes during construction may require the issuance of a stop-work order for the entire project by the Chief Building Official until such time that the matter has been resolved.
9. The existing dwelling (including substructure, decks, etc.) may not be raised to a height greater than the minimum clearance required by the Uniform Building Code to accommodate a standard garage for a passenger car beneath the house. The Preservation Planner shall confirm this situation with the Chief Building Official and the final approved drawings shall be modified to reflect this condition of approval prior to the issuance of any building permits.
10. The front stairs shall be centered on the front of the dwelling and consist of a straight flight leading directly to the front door. The stairs and associated hand railings shall be wood and painted. Construction details of hand railings shall be submitted for approval by the Preservation Planner, according to the HDC's Illustrated Building Materials Handbook, prior to the issuance of full building permits. The final approved drawings shall be modified to reflect this condition of approval prior to the issuance of any building permits.
11. The front porch shall consist of wood 4"x4" decking laid perpendicular to the front wall of the house, chamfered 4"x4" wood porch posts, decorative wood porch brackets, wood bead-board porch ceiling, and incorporate the re-installation of a wood hand railing as shown in the circa 1940's tax photo. Construction details of the reconstructed porch shall be submitted for approval by the Preservation Planner, according to the Historic District Design Guidelines prior to the issuance of full building permit. The final approved drawings shall be modified to reflect this condition of approval prior to the issuance of any building permits.
12. Repair and retain all existing historic wood siding and missing trim elements (ex: corner boards, fascia boards, etc.) in kind. All ghost outlines and general wear exhibited by the existing original wood siding shall remain. Replacement of any original wood siding or trim elements shall be made only in cases of structural failure or major deterioration. All replacement or missing elements (ex: corner boards, fascia boards, etc.) shall match existing historic material in profile, dimension, configuration, texture and finish as determined by the

- Preservation Planner, according to the HDC's Illustrated Building Materials Handbook. The final approved drawings shall be modified to reflect this condition of approval prior to the issuance of any building permits.
13. All new exterior siding on the rear addition shall be wood and match the existing painted horizontal wood siding in configuration, profile, dimension, texture and finish as determined by the Preservation Planner, according to HDC' Illustrated Building Materials Handbook. All new exterior siding along the lower areas of the house shall match the existing painted, vertical wood siding in configuration, profile, dimension, texture and finish as determined by the Preservation Planner, according to HDC' Illustrated Building Materials Handbook. The final approved drawings shall be modified to reflect this condition of approval prior to the issuance of any building permits.
  14. All replacement exterior doors on the front and side elevations shall be a 3'x7' wood (paint grade) half-light, paneled door. The door panel/light configuration and door trim details shall be approved by the Preservation Planner, according to the HDC's Illustrated Building Materials Handbook, prior to the issuance of full building permit. The front door shall incorporate a transom window above, as shown in the circa 1940's tax photo. The garage door shall be a wood, "carriage-style" overhead garage door, similar to that shown in the drawings dated May 18, 2001. The final approved drawings shall be modified to reflect this condition of approval prior to the issuance of any building permits.
  15. Any new or replacement windows shall be wood (or wood aluminum-clad), double-hung one-over-one or casement windows having an internal spacer bar width no greater than 5/8", and an overall proportional ratio of 2:1 as shown in the final approved architectural drawings. The existing size and proportion of the windows and other original opening as identified by ghosting, uncovered blocked-up openings, etc. shall be retained. Any modifications to existing windows, location changes or addition of windows shall be reviewed and approved by the Preservation Planner to assure compliance with the Historic District Design Guidelines. Construction details of windows shall be submitted for review and approval by the Preservation Planner, according to the HDC's Illustrated Building Materials Handbook, prior to the issuance of full building permits.
  16. All exterior window trim shall be installed over the exterior siding, and constructed in a manner similar to that shown in the circa 1940's tax photo (note the difference in treatment between the front windows and all others). All new and replacement exterior window trim shall be at least 3 ½ inches in width, smooth-sawn, paint-grade wood trim. Construction details of window trim shall be submitted for approval by the Preservation Planner, according to the HDC's Illustrated Building Materials Handbook, prior to the issuance of full building permits. The final approved drawings shall be modified to reflect this condition of approval prior to the issuance of any building permits.
  17. The replacement roof material shall be an architectural-grade composition roof shingle, having high definition or profile. The roof color and material shall be reviewed and approved by the Preservation Planner in accordance to the Historic District Design Guidelines. All proposed roof penetrations shall be shown on the construction drawings submitted to the Building Department for plan check and painted-out to match the roof color.

18. Any new exterior building paint scheme shall include body, trim and accent colors. All existing and new building ornamentation and trim shall be painted to coordinate with the entire paint scheme of the overall dwelling. All colors shall be complementary of each other, but provide sufficient visual contrast. A Paint Application must be submitted and approved by the Preservation Planner prior the issuance of full building permit.
19. All existing exterior lighting shall be brought into compliance with the Park City Light Code. All replacement exterior light fixtures and their location shall be reviewed and approved by the Preservation Planner for compliance with the Park City Light Code prior to issuance of the full building permit. The final approved drawings shall be modified to reflect this condition of approval prior to the issuance of any building permits. All new lighting shall be architecturally and historically compatible with the style of the dwelling. Additionally, all lighting shall be aesthetically and visually discrete—excessive exterior lighting fixtures on the front stair, front porch and front facade of the dwelling shall **not** be permitted.
20. All existing utility services (e.g. electric meters, gas meters, etc.) shall be relocated away from the front of the dwelling. The final approved drawings shall be modified to reflect this condition of approval prior to the issuance of any building permits.
- ②1. A final Landscape Plan shall be submitted and reviewed by the Staff prior to the issuance of any final building permits. The plan includes, but is not limited to the identification of all existing trees; proposed and existing plantings; planters; driveways; walkways and their materials. Non-historic landscape elements or elements which are not compatible with typical historic landscapes in the area (such as large boulders, etc.) are **not** permitted. The amount of existing hard-surface area in the front yard shall be softened by the incorporation of landscaping. The final grade surrounding the relocated house shall be raised using backfill from the excavated garage/workshop construction in order to visually mitigate the appearance of raising the house, and to maintain some semblance of the ratio of exposed lower wall area of the house as shown in the circa 1940's tax photo. The relocated existing dwelling shall maintain all required setbacks on the newly created lot after its relocation. The identified existing significant vegetation on the property shall remain and be protected during construction at all times. Any changes, modifications, or deviations from the approved design shall be reviewed and approved by the Historic District Commission or the Preservation Planner prior to their construction. Any formal request for design modifications submitted during construction may result in a stop-work order by the Chief Building Official until the modifications are approved.
22. Any proposed retaining walls shall be reviewed and approved by the Preservation Planner, according to the HDC's Illustrated Building Materials Handbook, prior to the issuance of full building permits. There shall be no encroachments into the Woodside Avenue right-of-way (other than what may have already been permitted by the City Engineer).
23. No modifications to the existing single-family dwelling shall be made as part of this approval to permit the use of an accessory apartment unit on the property without the review and approval of the Park City Planning Commission prior to the commencement of this project.
24. All standard conditions of approval shall apply.
25. This approval shall expire on July 2, 2002, if a building permit has not been issued within a year of this approval.

**Exhibits**

Exhibit A - Location Map

Exhibit B - Existing Site Plan

Exhibit C - Existing Floor Plans

Exhibit D - Existing Building Elevations

Exhibit E - Photographs of Existing Conditions

Exhibit F - Proposed Site Plan

Exhibit G - Proposed Floor Plans

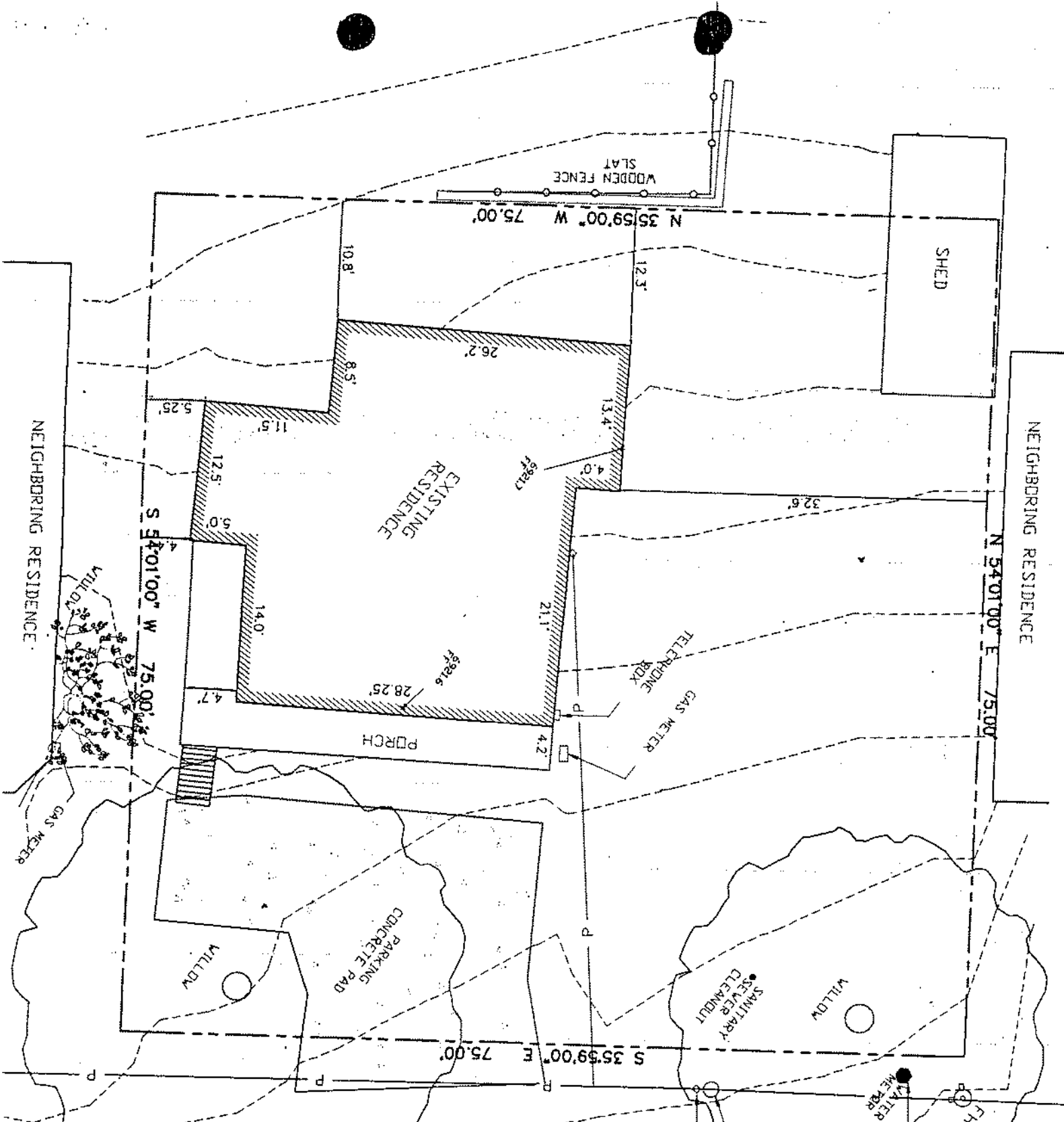
Exhibit H - Proposed Building Elevations

Exhibit I - Circa 1940's tax photo

Exhibit J - Photograph of 263 Park Avenue

Exhibit K - 2001 Grant Award Letter

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**Exhibit B - Existing Site Plan**

NORFOLK AVE

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PLAN EXISTING

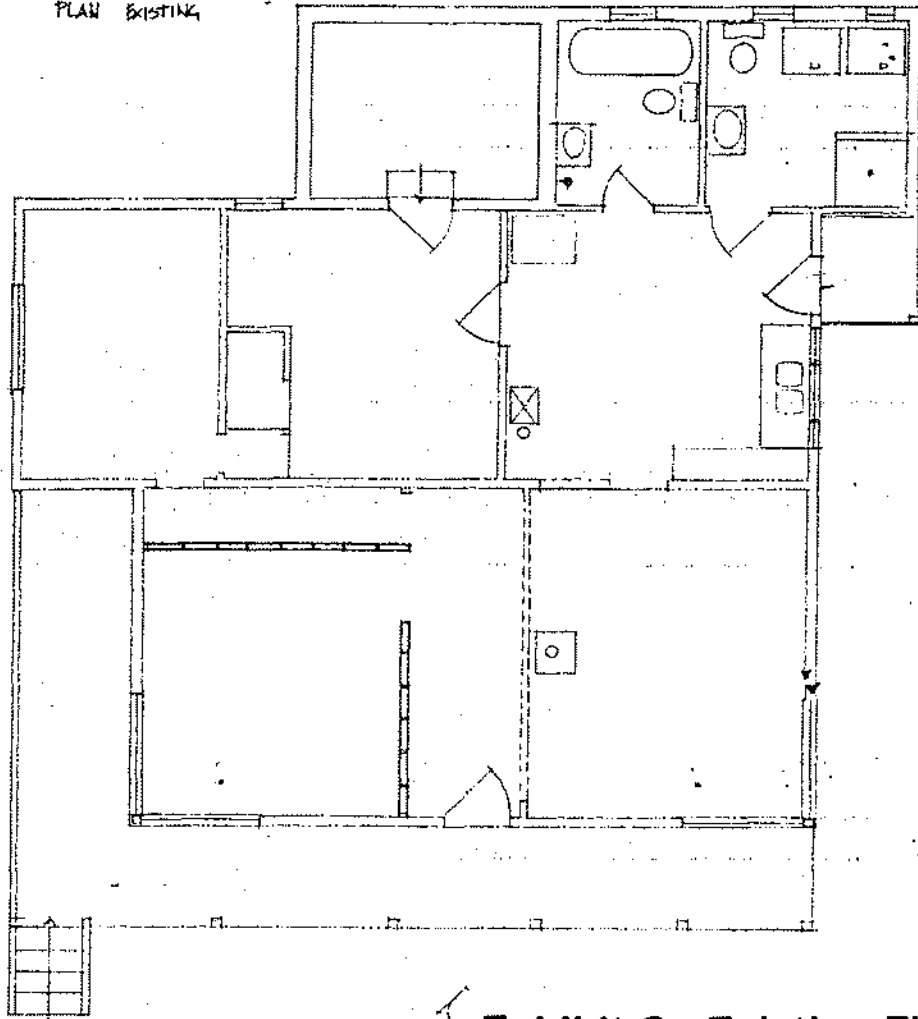
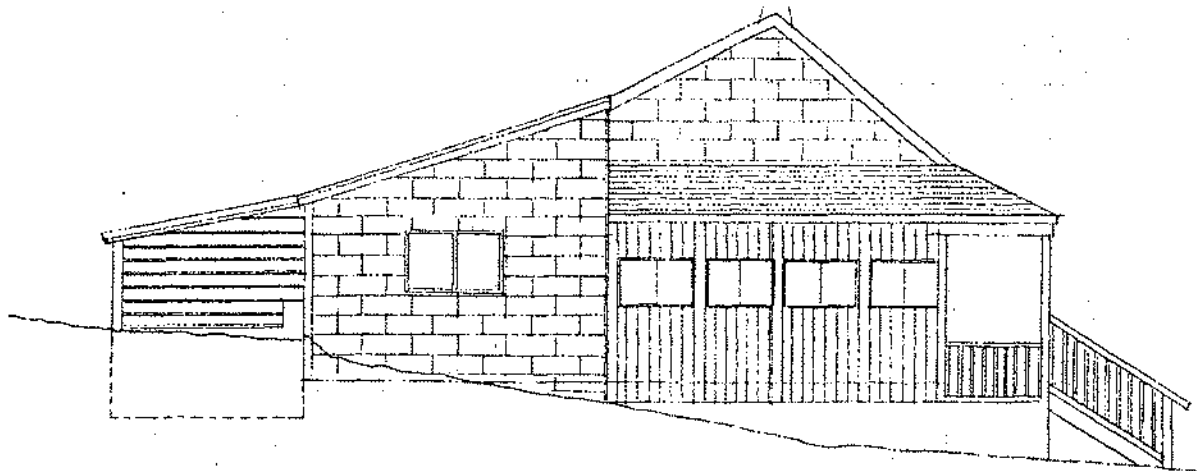


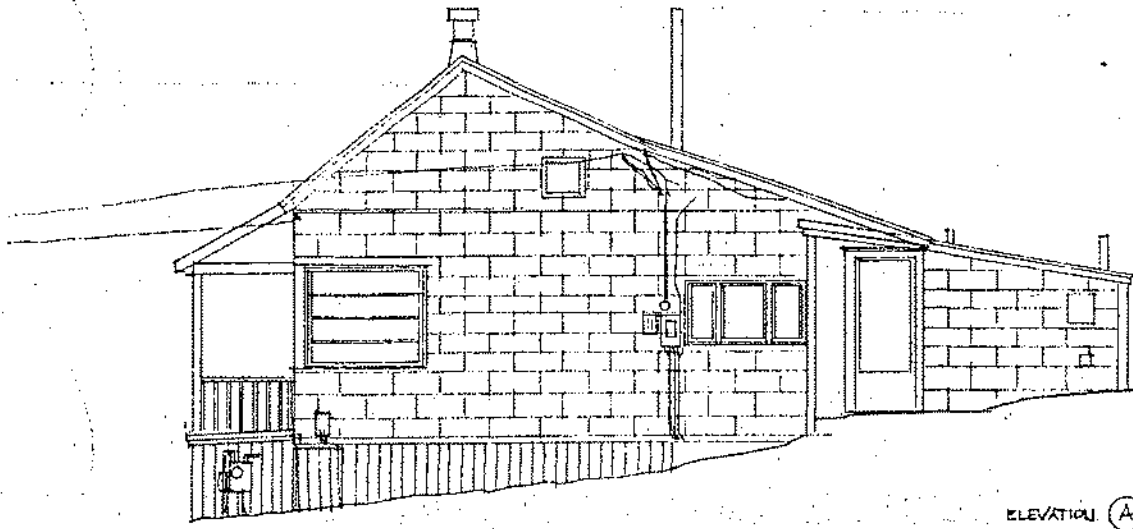
Exhibit C - Existing Floor Plan



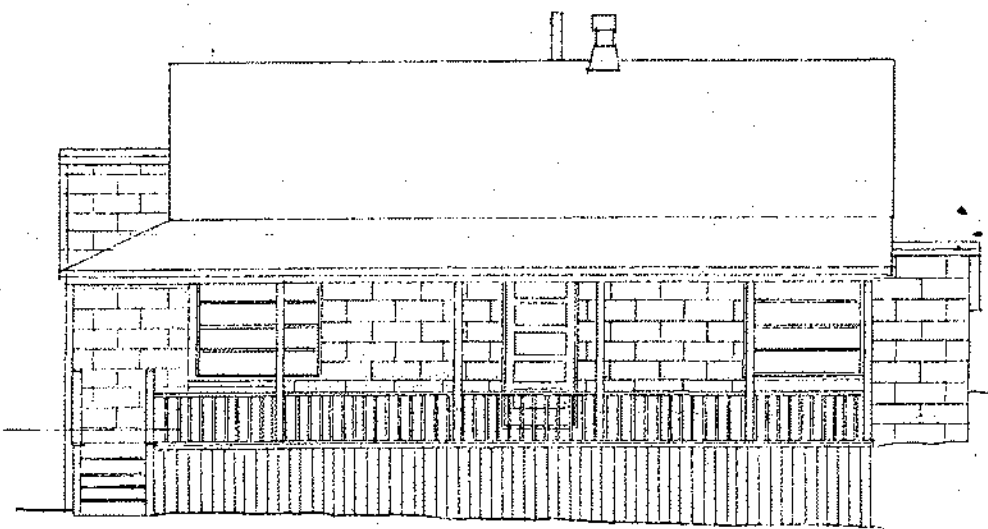
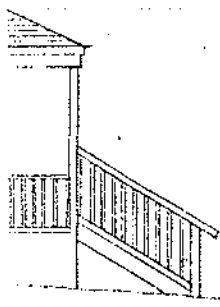
ELEVATION (B)

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 PLANNING DEPT.

EXISTING  
 $\frac{1}{8}'' = 1'-0''$   
 REVISED FROM  $\frac{1}{4}'' = 1'-0''$   
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ELEVATION (A)

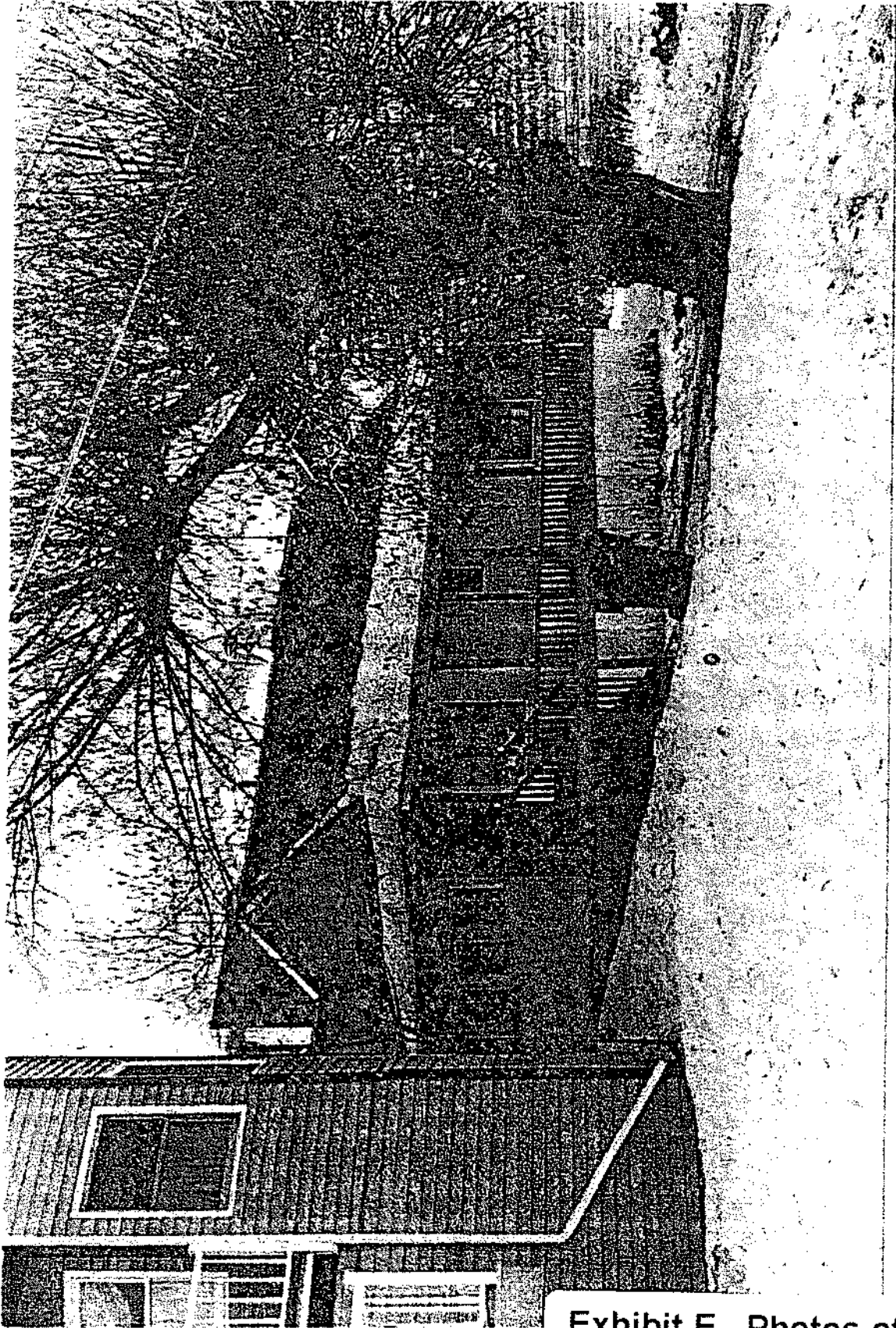


ELEVATION (C)

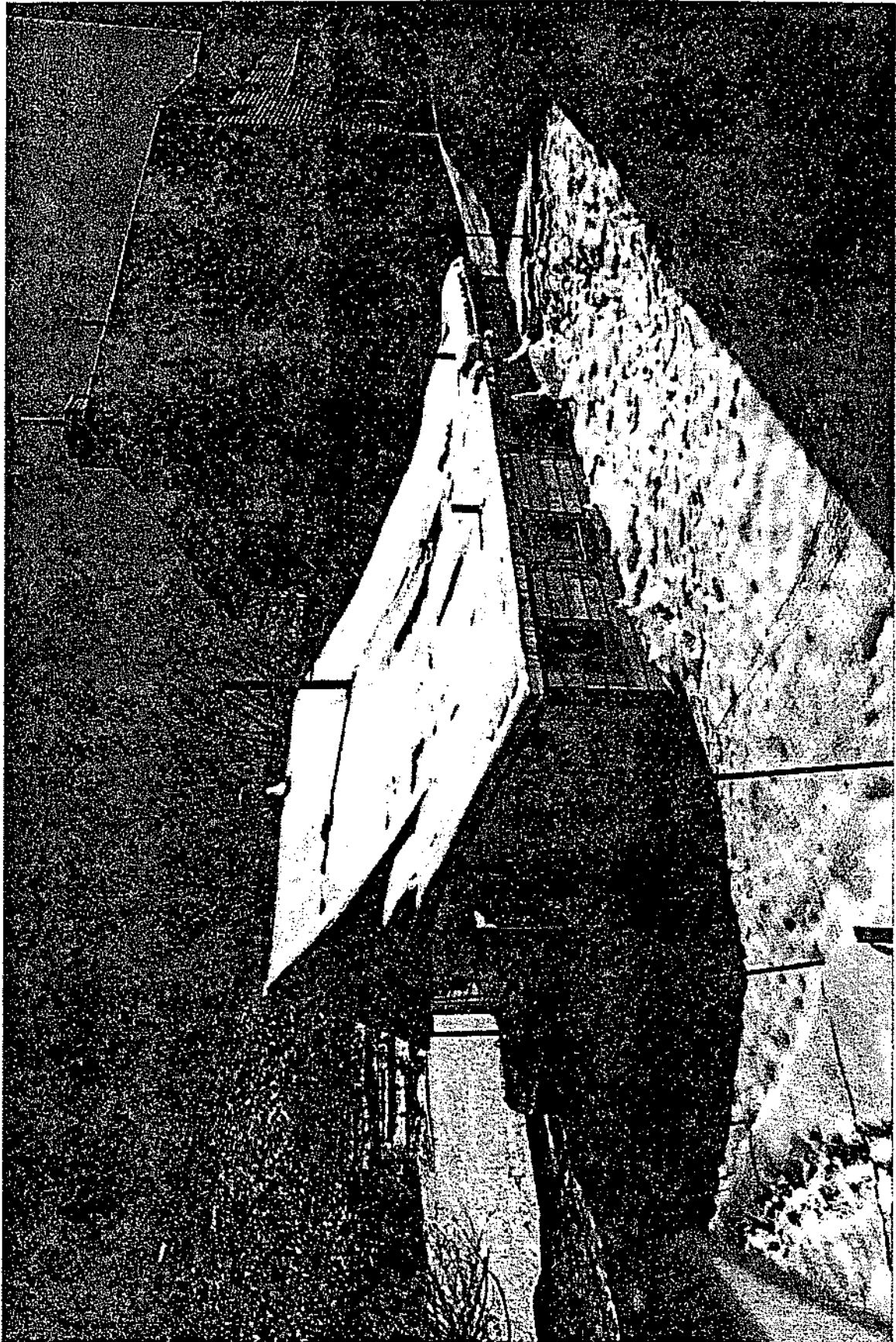
### Exhibit D - Existing Elevations

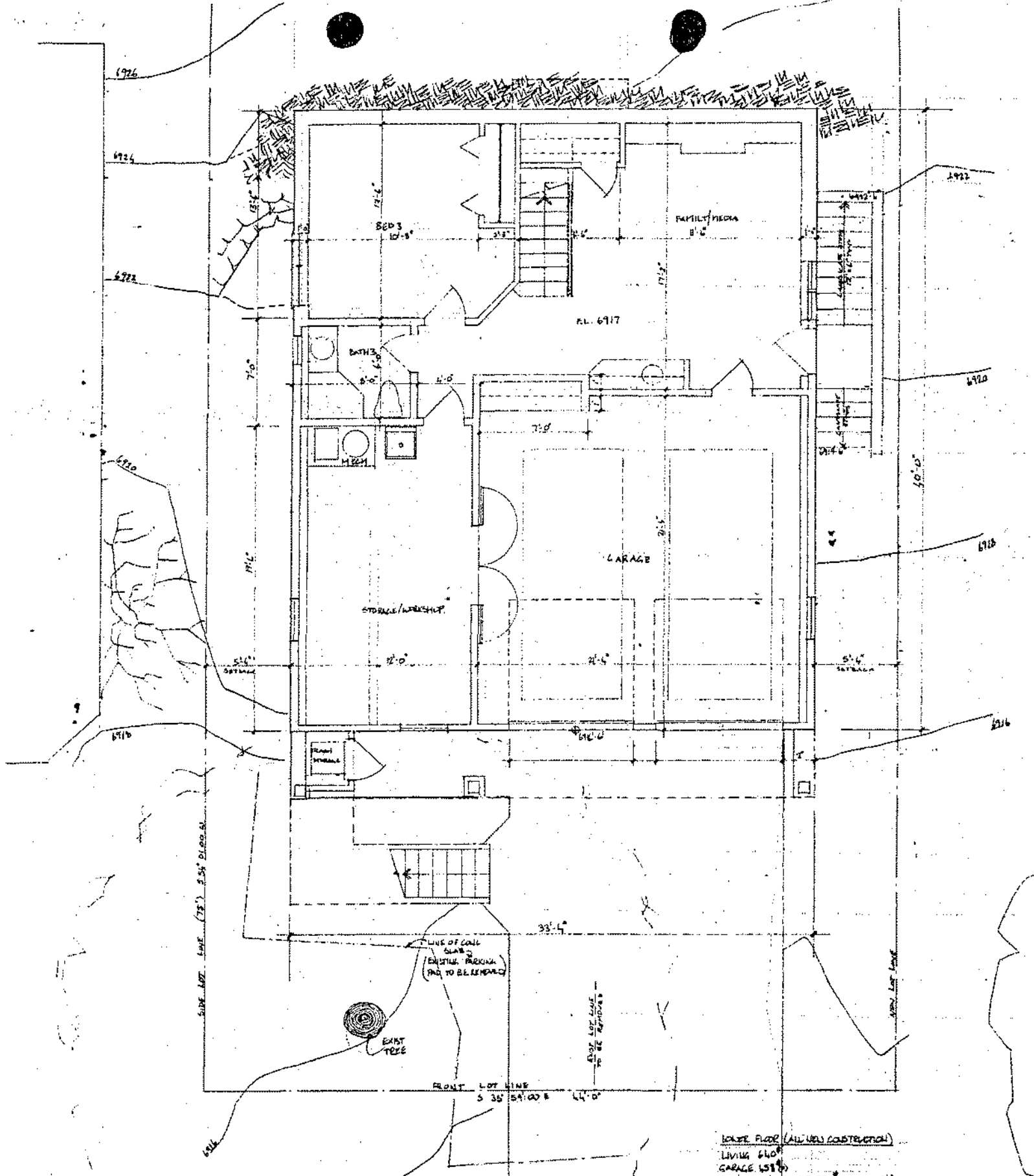
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PARK CITY  
PLANNING DEPT.

EXISTING  
 $\frac{1}{8} = 1'-0$   
(REDUCED FROM  $\frac{1}{4}''$ )  
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**Exhibit E - Photos of Existing Conditions**





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**Exhibit F - Proposed Site Plan**

HOUSE FLOOR (ALL NEW CONSTRUCTION)  
 LIVING 610'  
 GARAGE 458'  
 MEDIA/WORKSHOP 230'  
 TOTAL 1300'

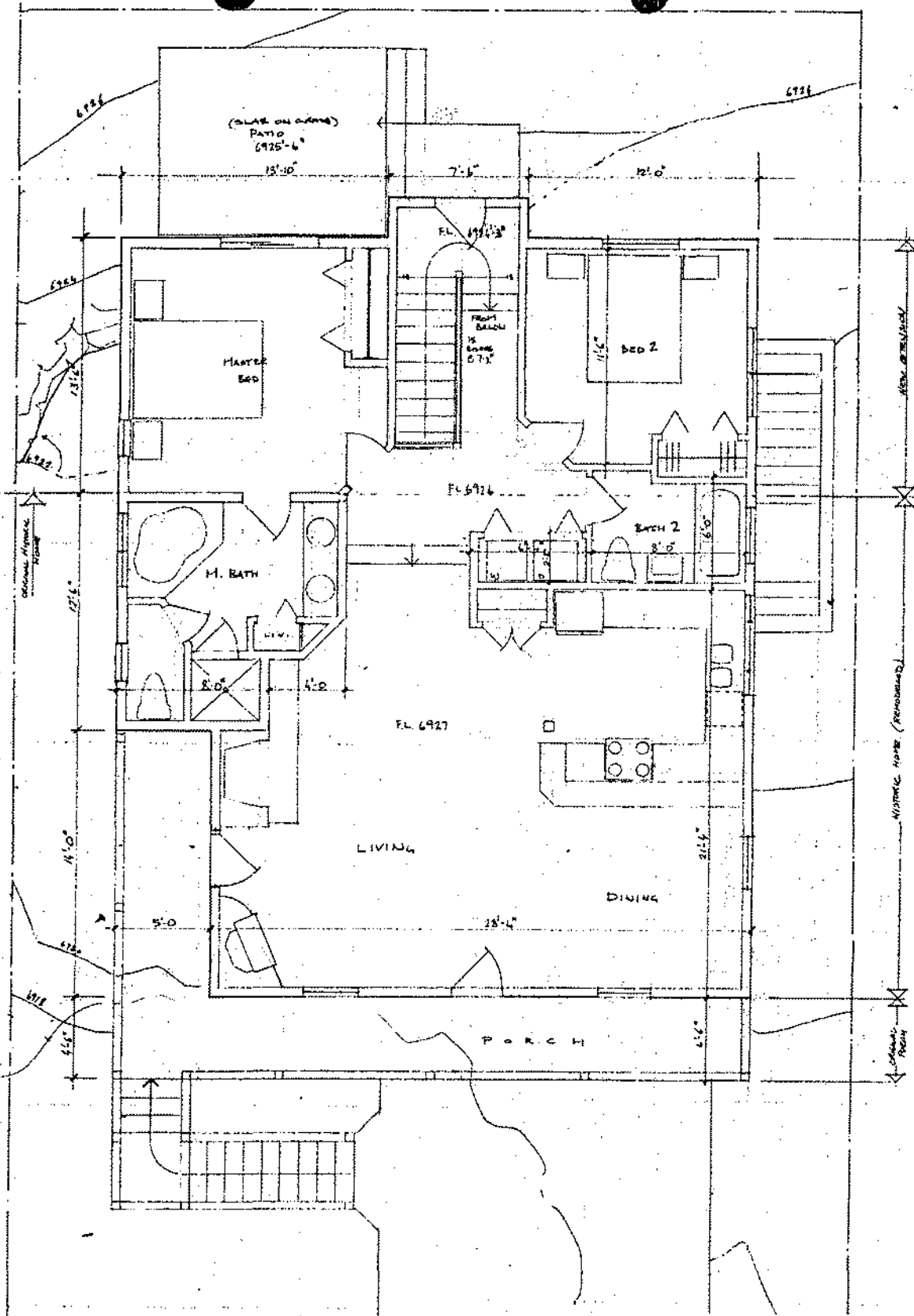


Exhibit G - Proposed Floor Plans

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RE SUBSIDE DISTING.  
 PROPERTY TO PROVIDE  
 HISTORIC PRESERVATION PACKET August 3, 2016  
 MAX F.P. = 1371'

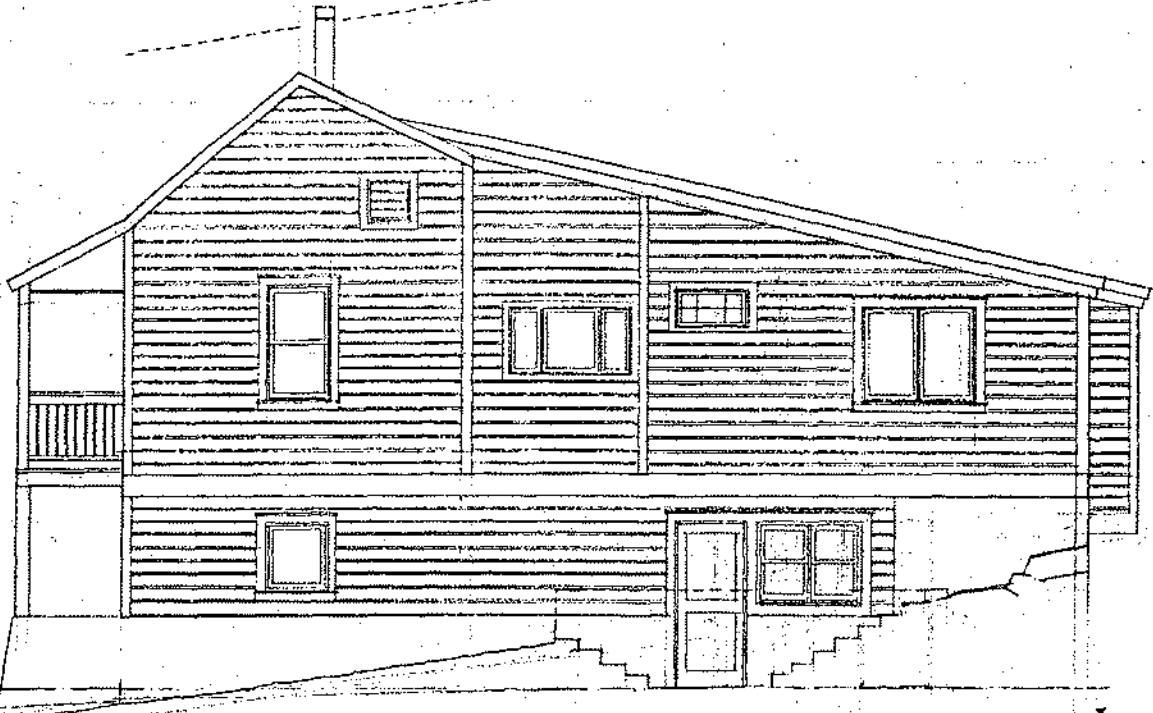
UPPER FLOOR LEVEL  
 E. 10.1' x 5.0'  
 C. HOME (REMODEL) 813'  
 SUBTOTAL LIVING AREA 1263'  
 PORCH (ORIGINAL) 220'

PRESERVE  
 KLEAR RESIDENCE

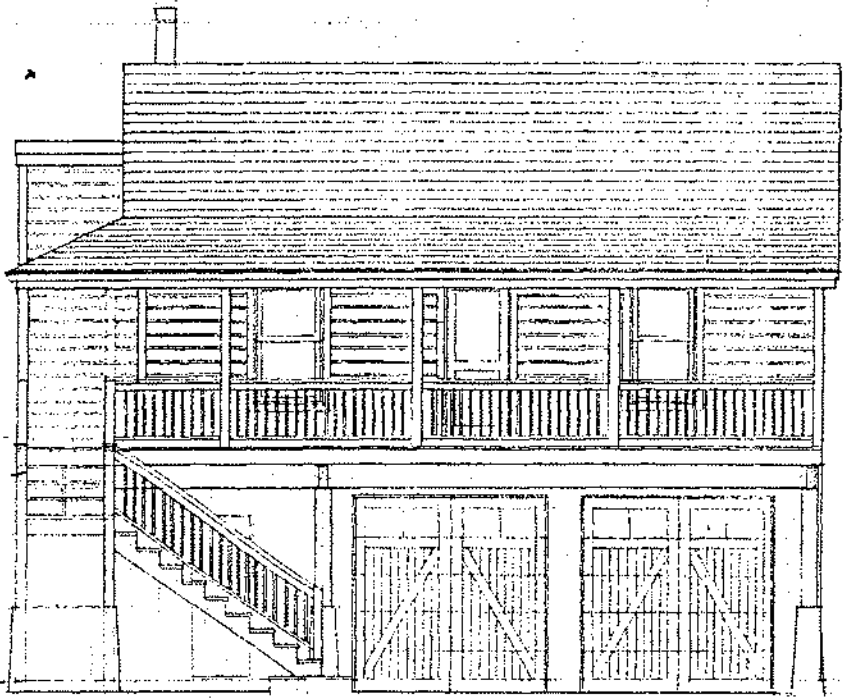
PRESERVE

SCALE 1/4" = 1'-0"  
 P

EST. AD. FINISHED GRADE



Side (North) Elevation

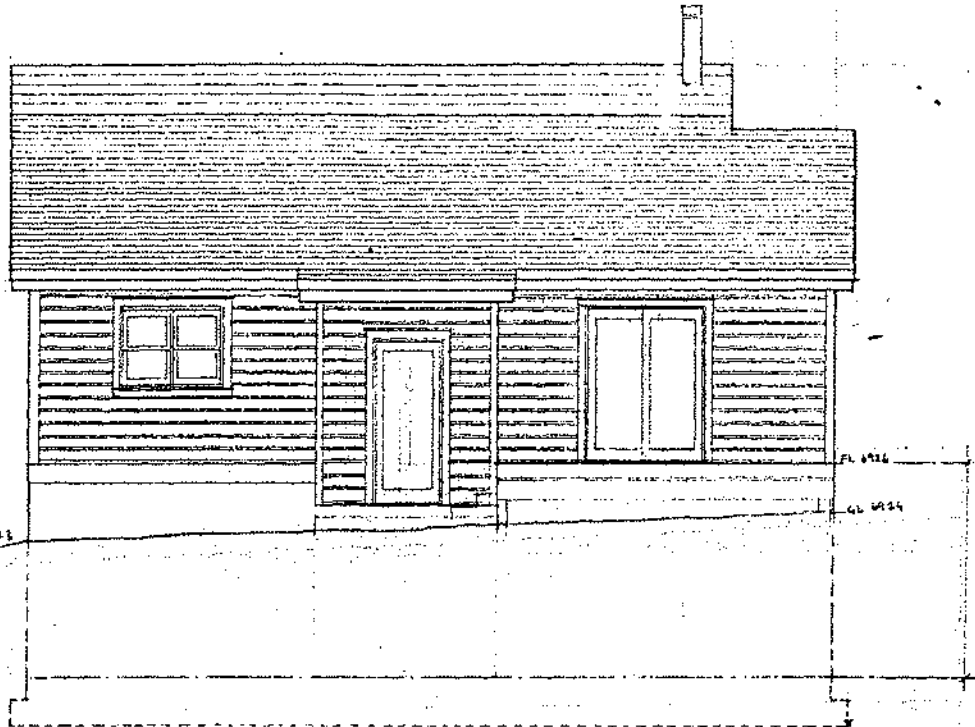


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Exhibit H - Proposed Elevations

KERR RESIDENCE

Proposed Elevations  
Date: Nov 2011  
Scale: 1/4" = 1'-0"  
H.B.



REAR ELEVATION (WEST)



SIDE (SOUTH) ELEVATION

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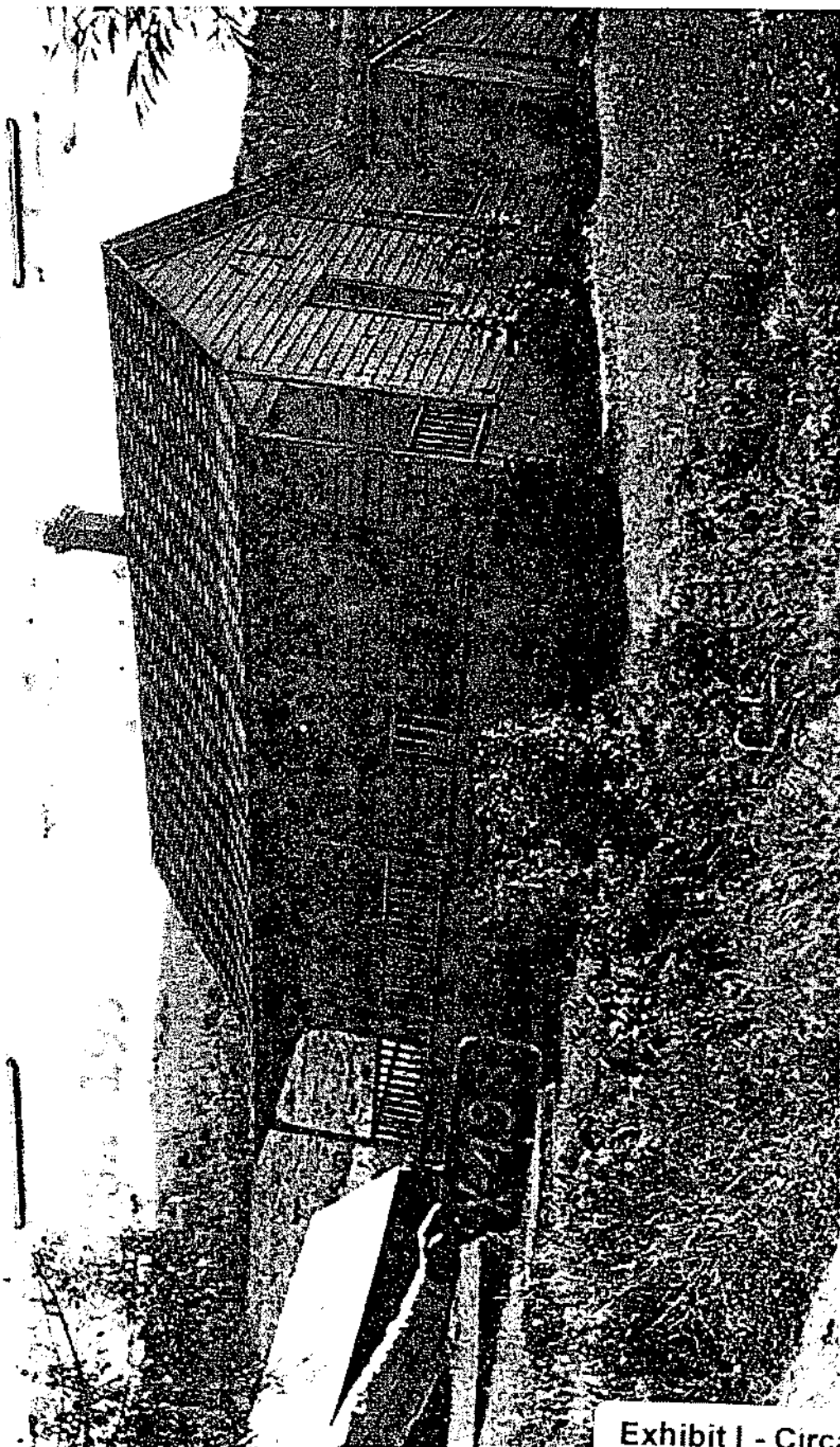


Exhibit I - Circa 1940's Tax Photo

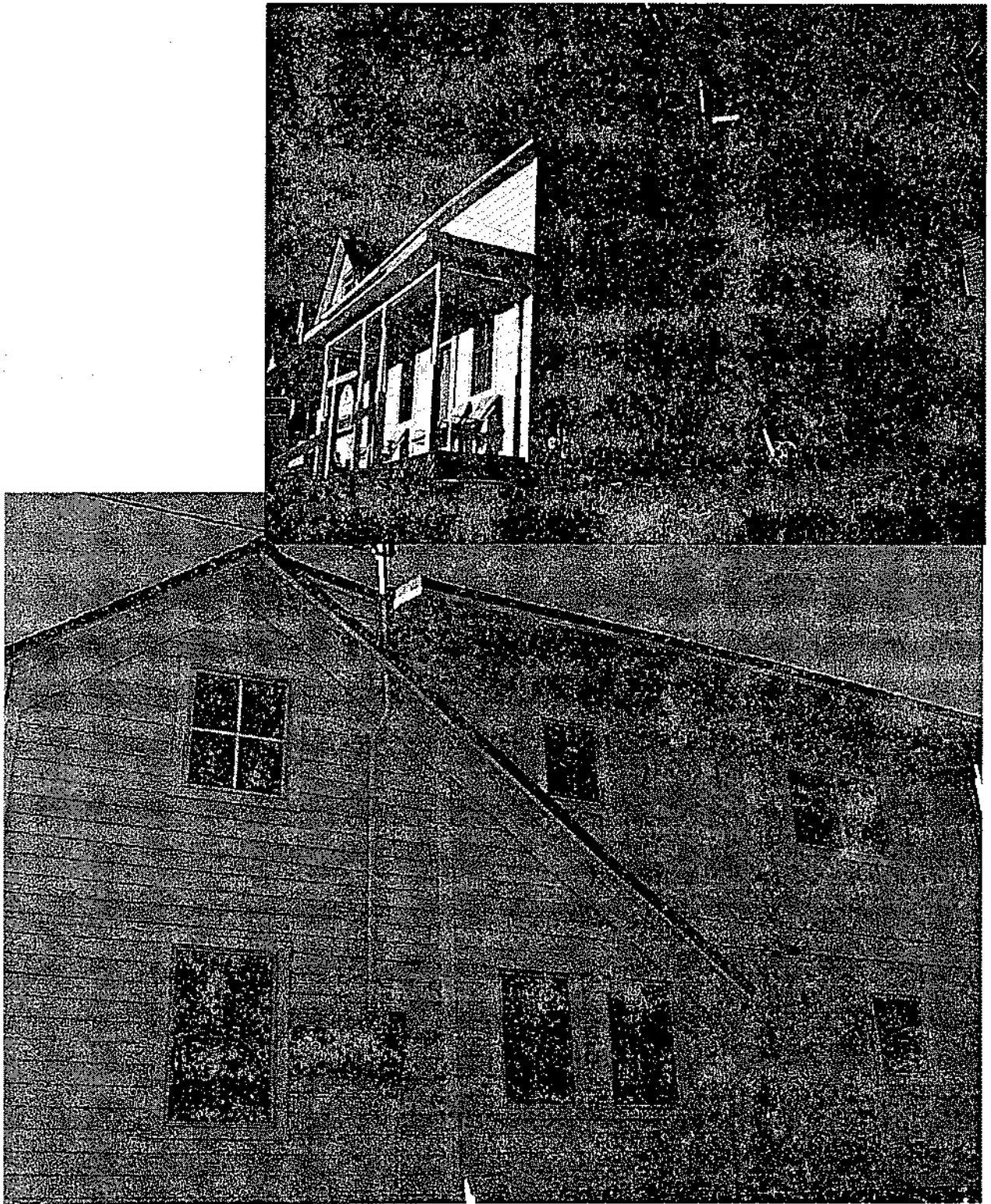


Exhibit J - Photo of 263 Park Ave

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19. No modifications to the existing single-family dwelling shall be made as part of this approval to permit the use of an accessory apartment unit on the property without the review and approval of the Park City Planning Commission prior to construction.
20. The City Engineer may require an encroachment easement prior to the issuance of any building permits.
21. All standard conditions of approval shall apply.
22. This approval shall expire on July 2, 2002, if a building permit has not been issued within a year of this approval.

**1259 Norfolk Avenue-Design review of modifications to existing historic house**

Planner Satchell reviewed the application for modifications to an existing historic residence in the HR-1 District that is surrounded by larger, contemporary structures. The applicants, Richard and Janice Kerr, were represented by Peter Barnes, their designer. The proposal included increasing the existing living area from 813 square feet to 1,903 square feet and constructing a 688 square foot garage/workshop under the structure, as well as replacing the non-historic aluminum windows, re-roofing, and repainting the entire house. The applicant is a 2001 grant recipient in the amount of \$16,500. The applicant has applied to subdivide the existing three Old Town lots into two separate lots to accommodate the existing dwelling and allow development to occur on the remaining lot. Approval and recordation of the subdivision application is required prior to the issuance of any building permits.

Mr. Barnes stated that the conditions of approval as written would prevent construction of the structure as designed. He met with Planner Satchell on February 21, who, at that time, recognized the two important reasons for the support of the removal of the existing historic shed: 1) The rear shed addition is not integral to the overall building's historic integrity; and, 2) The removal of the northern-most shed addition will permit the applicants to subdivide the lots. Mr. Barnes met with Administrator Putt on March 2 to review sketch elevations, sections, and plans. No substantial changes have been made to the design since that time.

Staff recommended the double car garage be changed to a two-car tandem garage under the front porch. Mr. Barnes indicated this would significantly alter the lower level design. Staff recommended the front exterior stairs be moved back to the center of the structure as shown in the 1940's tax photo. Mr. Barnes said this would necessitate eliminating one of the garage doors and would also allow snow to shed directly onto the stairs. He disagreed with Staff's suggestion to backfill around the basement addition

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stating doing so would prevent the inclusion of a door for egress or windows that would allow light into the lower level. It was Mr. Barnes' opinion that incorporating Staff's recommendations would force the interior floor plan to change drastically and the cost of the modification to increase substantially.

Planner Satchell reflected that there had been a lack of communication between Staff and the applicants. He continued that at the time of the initial discussion, a tax photo was not found. Since that time, a tax photo was found and it was determined that including a double wide garage would reinforce the non-historic location of the stairs. When tax photos are available, the intent is to try to return the structure to some semblance of its original appearance.

Commissioner Swanson stated he was confident the snow shed issues could be resolved. He asked why the project was before the HDC when it appeared it was not yet ready for their review. Commissioner Hurd felt that the conditions of approval dealt with issues that would be better resolved at a staff level prior to HDC review. He continued he doesn't understand why the tax photo is a criteria for relocation of the front exterior stairs. Planner Satchell commented the conditions of approval are an attempt to mitigate the changes to the front of the house. He continued that raising the grade on the sides of the house does not mean the windows as shown on the drawings would be eliminated. It was his feeling the design could be manipulated to accommodate the majority of the design without changing the interior floor plan. He reminded the Commissioners that historic houses are exempt from two car on-site parking in the Land Management Code.

Commissioner Wright felt that the HDC utilizing 1940's tax photos to review design modifications of historic homes was appropriate and extremely important. She said the staircase location as shown on the side was not unacceptable in general, but the tax photo shows the stairs in the center of the dwelling. She supported having the plans re-worked to change the double wide car garage to a two car tandem garage.

Commissioner Swanson re-stated his concern about reviewing a project that did not appear to be ready for review.

Planner Satchell and Mr. Barnes debated the pros and cons of the proposed design. Planner Satchell said the two things governing structure design in the Historic District were the Historic District Design Guidelines and the tax photos showing the original appearance of the house. He continued that if the photos were not to be used, there was

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no reason to have a Historic District. Commissioner Hurd vigorously disagreed. He stated there was no official policy that specified the restoration of existing structures *had* to match tax photos.

Chair Peek said there were several options available: 1) Approve the project as conditioned; 2) Disapprove the project as conditioned; 3) Continue discussion to a future meeting for action; or, 4) Continue discussion to the next work session. The Commission consensus was to continue discussing the project as a work session item. Chair Peek outlined the issues for discussion as: the amount of garage door square footage, the location of the exterior stairs, and the ingress/egress on the lower level. There was general discussion about design issues that had been talked over earlier in the meeting. Mr. Barnes expressed his belief that the design had been considered at the time of grant review. Commissioner Wright explained that that was not the case.

Commissioner Swanson felt the central stair was not an overwhelming concern in the overall design. He said there were tradeoffs in keeping part of the structure on the lower level in order to maintain the volume of the original house. He said the tandem garage could be built under the front porch. What did concern him was that this was a grant recipient and funds were allocated to restore the historic portion of the house. Practically speaking, there was great value in having the garage configured as shown on the drawings. He suggested Mr. Barnes talk to the owner to re-state that they had received grant money and the design needed to more closely match the historic tax photo. Locating the stairs in the middle of the structure would accomplish this. Planner Satchell said staff would continue to work with the applicant to create a design that is more sympathetic architecturally with the historic house. He asked the HDC if they wanted to review the project again. Commissioner Swanson said yes and continued that the project should be re-scheduled in a timely manner.

Commissioner Hurd said he would like to see drawings and conditions of approval reflecting the HDC recommendations. Mr. Barnes assumed the conditions of approval in the staff report would apply to any design he produced. Commissioner Wright explained that conditions of approval and findings of fact were written specifically to apply to each project individually. Mr. Barnes expressed distress over his perceived lack of communication between staff members who had met with him over the past six months to discuss the project design.

Motion: Commissioner Wright moved that the design review for 1259 Norfolk Avenue be continued to the next available meeting. There was discussion on the motion. The



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discussion centered around whether to include the review as a work session item or action portion of the agenda. It was decided the item would be included as a work session item. If the Commission provided specific direction at that time, approval of the design would be contingent upon how long it takes Mr. Barnes to modify the drawings to reflect those recommendations. The design could be approved at a staff level with an update to be provided to the Commission. Commissioner Wright amended her motion as follows: She moved the design review of modifications to 1259 Norfolk Avenue be continued to the July 16 work session. Commissioner Swanson seconded the motion.

Vote: The motion carried, 4-0 in favor.

316 Woodside Avenue-Design review of changes to existing single family residence

Commissioner Swanson recused himself and left the room since he was the architect on the project. Planner Satchell described the project which was located in the HR-1 District. The proposal included lifting the existing house 30" to construct a new foundation and expand the lower basement area by 95 square feet at the rear of the north elevation by enclosing a recessed, covered porch. The proposed expansion will bring the total square footage of the dwelling to approximately 2,026 square feet. A covered exterior stairway to a new side door entrance accessing the lower living area on the east elevation is proposed, as well as several minor window modifications. The proposal included replacing the existing double hung window on the west elevation with a double french door, and replacing the glass block window and the box bay window on the east elevation. The applicant was a 2001 HDC grant recipient in the amount of \$13,400. The applicant is Marlene Thibault, who was represented by her daughter, Monique. Planner Satchell stated the design met the Historic District Design Guidelines and recommended approval according to the findings of fact, conclusions of law, and conditions of approval in the staff report.

Commissioner Wright was not in support of the double french door on the west elevation and favored a half light door, as recommended by staff. The applicant explained the french doors had been proposed to allow light into the space and provided a larger opening to the space. She added the door would not be visible from Woodside Avenue. Planner Satchell encouraged use of a 3' wide door and a skylight to let light enter the area. Commissioner Wright supported use of a door and a window. The applicant expressed her desire to maintain the original appearance of the structure as much as possible. Commissioner Hurd stated the HDC does not advocate the use of double doors. Chair Peek added the Commission specifically disallowed a double door at 364 Woodside Avenue. Commissioner Hurd asked if a door with sidelights on both

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1259 Norfolk Avenue-Open discussion/design review of modifications to existing historic house

Planner Satchell noted there was not a staff report for this project and that it was included for discussion as a work session item. Staff met with the applicant's representative, Peter Barnes, to discuss the modifications to the historic house in the HR-1 zone. The HDC reviewed this application to increase the living area and construct a garage at their last meeting. Planner Satchell asked the Commissioners to focus their discussion on the proposed modifications and how they relate to the 1940's tax photo. Planner Satchell asked if Administrator Putt wanted to address the group. Administrator Putt clarified the action requested was clear design direction. Specifically, the discussion was requested to center around the design represented on the drawings; specifically, the location of the exterior staircase and lower level double-wide garage doors. He reviewed staff's recommendations as moving the stairway back to the center of the structure as shown on the tax photo, modifying the garage to be a single-wide, *tandem* two-car design, and moving the foundation wall forward to be on the same plane as the front of the deck. Those design revisions made the structure design Land Management Code compliant.

The designer, Peter Barnes, addressed the Commission. He stated the building's height had been reduced twelve inches by increasing grading and sinking it into the ground by a foot. He expressed his desire to resolve the visual implications with resolution to technical details later. He said they were running out of time to complete the project in this building season. Mr. Barnes commented moving the garage door forward had been done at staff's request in order to more closely resemble the original structure. Commissioner Swanson asked if there was a way to reduce the structure's height by raising the stair landing rather than lowering the building. There was discussion on the suggestion with the outcome being that raising the landing was not an option due to an attempt to preserve a mature tree in the vicinity.

Commissioner Hurd again stated his opposition to using tax photos as a basis for design review. In response to a question from Commissioner Fey, Mr. Barnes explained there was also an issue regarding snow shedding from the roof onto the front stairs. He added that bringing the garage forward increases the snow shed problem.

There was general discussion as the Commissioners tried to develop acceptable modifications. The possibility of a variance to the front setback was discussed. Planner Satchell explained that that would require a Board of Adjustment application and additional fee. Commissioner Swanson commented he could see the ramifications to

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WORK SESSION NOTES OF JULY 16, 2001  
PAGE 3

the design due to the recommendations made at the last meeting. He could also see the possibility that construction might not be able to take place this season. Administrator Putt encouraged the Commission to provide direction that complies with the Land Management Code. Commissioner Hurd asked if he could be shown where the Land Management Code specified that buildings have to be designed to match tax photos. Administrator Putt said the tax photos were a tool and a guideline to help evaluate the historic character of structures at a certain point in time and build the most sensitive rehabilitation possible. Planner Satchell added the finished rehabilitation does not have to be identical to the tax photo, but wherever possible the proposed modifications should match the tax photo. He asked the Commission if their recommendation was for the applicant to pursue one of the two designs they had reviewed, or if they want other alternatives to be provided.

The discussion again digressed while various individual suggestions were given by the Commissioners. A straw poll was taken regarding the location of the front exterior stairs. Commissioners Fey, Hurd, and Swanson supported the stairs being located towards the south end of the porch. Chair Peek and Commissioner Wright wanted the stairs to be located at the center.

Planner Satchell said that the Guidelines specify that changes to the front elevation of historic structures should be as unobtrusive as possible. After discussion about the building footprint, square footage of the structure, garage door size, and location of the front garage wall, another straw poll was taken regarding whether the structure should have a double-wide garage or a single-wide garage with room for an additional to be parked tandem style. The result was Chair Peek and Commissioners Fey and Wright supporting a single-wide (one door) garage. Commissioners Hurd and Swanson supported a double wide (two door) garage. There was consensus to recess the garage door, and add landscaping to help conceal some of the exposed lower area.

Planner Satchell clarified that the final design would be brought back for design review since the applicant was a grant recipient.



PARK CITY MUNICIPAL CORPORATION  
HISTORIC DISTRICT COMMISSION  
MINUTES OF AUGUST 6, 2001

COMMISSIONERS IN ATTENDANCE: Dick Peek, Steve Swanson, Tom Hurd, Lynn Fey, Kristin Wright  
EX OFFICIO: Derek Satchell, Preservation Planner; ReNae Rezac, Administrative Secretary; Tim Twardowski, Assistant City Attorney  
EXCUSED: Lynn Fey

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REGULAR MEETING

ROLL CALL

Chair Peek called the meeting to order at 6:00 p.m. and noted that all Commissioners were present.

ADOPTION OF MINUTES OF JULY 2, 2001

Motion: Commissioner Swanson moved approval of the minutes as written.  
Commissioner Hurd seconded the motion.

Vote: The motion carried, 4-0 in favor.

PUBLIC COMMUNICATIONS

Chair Peek called for public comments on items not included in the regular meeting agenda. There were none.

STAFF/COMMISSIONER'S COMMUNICATIONS

Planner Satchell made the following announcements:

- The Historic Preservation Element of the General is scheduled for public hearing and discussion during the August 20<sup>th</sup> meeting.
- The re-write of Chapter 4, Park City Land Management Code, is scheduled for public hearing and possible action by the City Council on August 23<sup>rd</sup>. Planner Satchell requested the Commissioners to attend.
- City Council received a letter from Scott Vultaggio complaining about the HDC approval of Hardyplank siding at 1048 Lowell Avenue, the house next to his.
- 1259 Norfolk Avenue-Design review of modifications and addition to an existing historic dwelling has been temporarily tabled to a date uncertain at the request of the applicant's representative, Peter Barnes.
- The unpainted panels on the front of 306 Main Street, Ciscero's, are currently being re-painted per the HDC's recommendation.

HISTORIC DISTRICT COMMISSION  
MINUTES OF AUGUST 6, 2001  
PAGE 5

- submitted during construction may result in a stop-work order by the Chief Building Official until the modifications are approved.
16. No modifications to the existing single-family dwelling shall be made as part of this approval to permit the use of an accessory apartment unit on the property without the review and approval of the Park City Planning Commission prior to construction.
  17. All standard conditions of approval shall apply.
  18. This approval shall expire on August 6, 2002, if a building permit has not been issued within a year of this approval.

325 Park Avenue-Design review for repairs to an existing historic dwelling

Motion: Commissioner Swanson moved this project be moved to the regular agenda so discussion could occur. Commission Wright seconded the motion.

Vote: The motion carried, 4-0 in favor.

ACTION ITEMS

1259 Norfolk Avenue-Design review of modifications to existing historic structure

Motion: Commission Hurd moved to continue discussion on the project to a date uncertain. Commissioner Swanson seconded the motion.

Vote: The motion carried, 4-0 in favor.

503½ Woodside Avenue-Design review of disassembly of existing historical house

Planner Satchell explained the project for dismantling and temporary storage of the historic portion of the existing dwelling in the HR-1 District. The applicants, John Anderson and Floyd Hatch, along with their designer, Kevin King, were present. To accommodate the construction of the tunnel, the existing historic dwelling at 503½ Woodside Avenue has to be relocated. It has been determined through a site visit that the structure is a nuisance and hazard in its present condition. It is vacant and inaccessible by fire trucks. Chief Building Official Ivie has required that the structure be moved as soon as possible. The applicant is requesting to dismantle and temporarily store the historic portions in Salt Lake City pending reconstruction.

Planner Satchell explained that the new structure to be built at 515 Woodside would incorporate the historic, salvaged portions. Conditions of approval relating to the access tunnel specify the plat shall be approved and recorded prior to the relocation of the historic walls. Further, it was suggested that direction be given regarding the



## HISTORIC DISTRICT COMMISSION REPORT

FILE COPY

DATE: March 18, 2002  
 DEPARTMENT: Planning Department  
 AUTHOR: Derek Satchell  
 TITLE: 1259 Norfolk Avenue - Design Review of Modifications to an Existing Historic Residence  
 TYPE OF ITEM: Work Session

**SUMMARY RECOMMENDATIONS:** Staff to approve with the following Findings of Fact, Conclusions of Law and Conditions of Approval.

### A. PROJECT STATISTICS

Applicant: Richard & Janice Kerr/Peter Barnes (Designer)  
 Location: 1259 Norfolk Avenue  
 Proposal: Design review of Modifications to an Existing Historic Residence  
 Zoning: Historic Residential (HR-1) District  
 Adjacent Land Uses: Residential  
 Date of Application: May 18, 2001

### B. BACKGROUND

The applicant is proposing to construct a 807 square foot garage/workshop under the existing 1,015 square foot, one-story, single-family residence on the uphill Lots 15, 16 and 17 in Block 18 of the Snyder's Addition to Park City Survey. The applicant also proposes to remove an existing historic shed addition to the rear, and increase the existing living area of the house from 1,015 square feet, to 1,256 square feet. Additionally, the proposed scope of work will include other necessary repairs to the historic dwelling. The applicant is a 2001 HDC Grant recipient in the amount of \$16,500. The surrounding area consists of both contemporary and historic buildings.

### C. ANALYSIS

The applicant proposes to construct a 807 square foot garage/workshop under the existing 1,015 square foot, one-story, single-family residence located within the Historic Residential District (HR-1). The Maximum Building Footprint for the proposed 3,300 square foot lot is 1,367 square feet. The proposed Maximum Building Footprint for the dwelling will be approximately 1,256 square feet after the installation of the garage/workshop and addition to the rear of the dwelling. The height limit in the HR-1 zone is twenty-seven feet (27'). The proposed height of the dwelling will be approximately 25 feet above final grade to the highest ridge line. Additionally, the applicant is proposing to replace the existing non-historic aluminum windows, re-roof and re-paint the entire house. The present design proposal is the result of specific design direction given by the HDC during the July 2, 2001, meeting.

The applicant intends to demolish the existing historic shed addition located at the northeast corner of the dwelling in order for the structure to fit on its newly created lot. The addition is considered to be historic because it appears in the circa 1940's tax photo. Although the demolition of existing historic additions is not encouraged by the Historic District Design Guidelines, the HDC determined at the July, 2001 meeting that:

- the existing rear shed addition is not integral to the overall building's historic integrity;
- the addition found on the dwelling's south elevation is more important to retain because it is incorporated as part of the design of the front porch; and
- the removal of the rear shed addition will permit the applicants to subdivide the three (3) existing lots in a manner that will encourage future development that is sensitive to the historic scale and vernacular of the area.

Outlined below are specific Historic District Design Guidelines which relate to the rehabilitated single-family residence at 1259 Norfolk Avenue.

### **Historic District Guidelines for Residential Renovations**

Guideline #45: Maintain the Line of Stone Retaining Walls Along the Street.

*FINDING: Not applicable. No stone retaining walls exist, nor are any being proposed.*

Guideline #46: Use Fences to Define Yard Edges.

- Avoid using solid "wood" fences. Chain link is not an appropriate material in the district.

*FINDING: Not applicable. No fences are proposed, nor are any being proposed.*

Guideline #47: Preserve existing exterior stairs.

- Wood steps are typical features on both residential sites and in public areas.

*FINDING: The proposed design complies with this policy as conditioned. The circa 1940's tax photo shows the location of the front exterior stairs centered on the front of the dwelling, directly in front of the front door. However, the HDC determined that the repositioning of the step in their original location would result in an encroachment into the required front yard setback, given that fact that the house will be raised to accommodate the proposed garage. To mitigate the appearance of an extensive front stair design on the dwelling's front facade, the stairs shall maintain their current location (see finding of fact #10).*

Guideline #48: Maintain the visual unity of building clusters on individual sites.

- Retain the similarity of materials on a lot where clusters of existing buildings occur by retaining the matching siding.

*FINDING: Not applicable. There are no other structures located on this site.*

Guideline #49: Locate additions to original houses so they do not alter the front facade.

- Do not obscure the size and shape of the original house.

*FINDING: The proposed design complies with this policy as conditioned. In terms of scale, height and mass (as perceived from Woodside Avenue), the proposed addition will be located behind the historic dwelling. Additionally, the HDC determined that the garage be recessed under the front porch in order not to create a visual and architectural distraction (see findings of fact #5-8).*

Guideline #50: Maintain front porches as an important facade element.

*FINDING: The proposed design complies with this policy as conditioned. The existing front porch will be restored per historic documentation which exists in Staff's files for the dwelling. Should any porch element need to be replaced or reconstructed, Staff requests the HDC to require construction details to be submitted by the applicant to ensure their proper replication (see condition #11).*

Guideline #51: Preserve the original shape of the roof.

*FINDING: The proposed design complies with this policy as conditioned. The existing historic house is a front side-gabled dwelling having an extended single-sloping shed roof addition at the rear of*

the house. The new addition will incorporate a cross gable roof design. The intent of the design is to minimize the massing of the new rear addition (see condition #17).

Guideline #52: Avoid changing the location of the windows.

*FINDING: The proposed design complies with this policy. Existing windows will maintain their current locations.*

Guideline #53: Maintain original window proportions.

- Do not close down the original openings. Use trim borders to frame window openings.

*FINDING: The proposed design complies with this policy as conditioned. All of the new windows proposed appear to have a 2:1 proportional ratio, similar to those found on the historic portion of the house (see condition #15).*

Guideline #54: Maintain the original position of main entrances.

*FINDING: The proposed design complies with this policy. The existing main entrance will maintain its current location and function.*

Guideline #55: Maintain original proportions of doors.

- Avoid "modernizing" by adding sliding doors.

*FINDING: The proposed design complies with this policy as conditioned. Existing doors will maintain their current proportions. The circa 1940's tax photo shows a transom window located above the front door. This door detail shall be returned. Although there are two (2) pair of sliding full-light doors proposed, they are located on the rear of the dwelling. The HDC has approved these kind of doors for installation on the rear of new and historic dwellings in the past. The scale of the garage door shall not be enlarged or "oversized" in order to minimize the height of the house (see condition #14).*

Guideline #56: Preserve specific details when repairing stone retaining walls.

- Preserve the color, texture, and shape of the stone.

*FINDING: Not applicable. There are no existing stone retaining walls on this property.*

Guideline #57: Maintain the original number of window panes.

- Retain and repair the original parts. Do not replace sliding sash or use small pane windows.

*FINDING: The proposed design complies with this policy as conditioned. The one-over-one, double-hung window light configuration is similar to that found on the historic portion of the dwelling (see condition #15).*

Guideline #58: Sash Dimensions.

*FINDING: The proposed design complies with this policy as conditioned. The trim shall reflect the commonly found proportions and dimension of historic trim in Old Town (see condition #16).*

Guideline #59: Maintain original siding.

- Original building materials may not be covered with synthetic sidings.

*FINDING: The proposed design complies with this policy as conditioned. The applicant intends to expose and repair the original horizontal lap-siding which exists beneath portions of the existing artificial shingle siding (see condition #12).*

Guideline #60: Preserve original porch materials.

*FINDING: The proposed design complies with this policy as conditioned. The circa 1940's tax photo shows greater architectural detail involving the construction of the porch. The original porch had chamfered porch posts, decorative brackets, a sloping bead-board porch ceiling, and painted flush vertical wood siding skirting the perimeter of the porch. Although the current drawings do not show the same level of architectural detail, the applicant's intent is to restore the original appearance of the historic portion of the house. At the July 2001 meeting, the HDC determined that the applicant was not obligated to incorporate vertical wood siding skirting at the base of the house as shown in the circa 1940's tax photo, but could maintain a simple concrete finish on the dwelling's lower level (see condition #11).*

Guideline #61: Use roof materials that were typical.

- Wood shingles or standing seam metal roofs are appropriate.

*FINDING: The proposed design complies with this policy as conditioned. The circa 1940's tax photo of the property shows an asphalt shingle roofing material on the dwelling. The applicant is proposing to use a high definition/profile architectural-grade composite shingle roof over the entire dwelling (see condition #17).*

Guideline #62: Preserve the essential character of the roof lines.

*FINDING: The proposed design complies with this policy as conditioned. Refer to Staff's response to policy #51.*

Guideline #63: Locate solar panels so they are not visible from the street.

*FINDING: Not applicable. There are no solar panels proposed.*

Guideline #64: When replacing doors, use designs similar to those that were found in Park City.

*FINDING: The proposed design complies with this policy as conditioned. Refer to Staff's response to policy #55.*

Guideline #65: Preserve original architectural detailing.

*FINDING: The proposed design complies with this policy as conditioned. The circa 1940's tax photo shows greater architectural detail on the house (e.g. fascia boards, cornices, brackets, decorative exterior window trim, etc.). The current drawings do not show the same level of detail. At the July 2001 meeting, the HDC concurred with Staff's recommendation that the applicant utilize greater architectural detail on the house and submit the required detailing for Staff review and approval prior to the issuance of any building permits (see condition #16).*

Guideline #66: Replace decoration where it is known to have once existed.

- Use remaining portions of details as models.

*FINDING: The proposed design complies with this policy as conditioned. Refer to Staff's response to Guideline #65.*

Guideline #67: Simplified modifications may be appropriate where historic elements have already been lost.

*FINDING: The proposed design complies with this policy as conditioned. Refer to Staff's response to Guideline #65.*

**D. REQUESTED COMMISSION ACTION**

Staff to approve the project proposed for 1259 Norfolk Avenue according to the Findings of Fact, Conclusions of Law and Conditions of Approval below.

### **Findings of Fact**

1. The findings discussed in the Background and Analysis Sections of this report are incorporated herein.
2. The proposed dwelling is located within the HR-1 zone.
3. The three existing lots (#15, 16 and 17 of Block 18 of the Snyder's Addition to the Park City Survey) contain approximately 5,625 square feet.
4. The existing lots will be subdivided into two (2) separate lots. The newly created lot to accommodate the relocated existing historic house will be 44'x75' in size.
5. The maximum building footprint for a 44'x75' lot is approximately 1,367 square feet.
6. The proposed maximum building footprint will be approximately 1,256 square feet.
7. The maximum height allowed for the HR-1 Zone is 27 feet. The proposed height will be approximately 25 feet above final grade to the highest ridge line.
8. The relocated existing historic dwelling shall maintain the legal required setbacks (as determined by the Land Management Code) for a 44'x75' lot in the HR-1 zone.
9. There is significant vegetation on the site that is composed primarily of a large cottonwood tree near the southwest corner of the property. The tree will not be disturbed by this application.
10. The repositioning of the front stairs to their original location would create an encroachment into the required front yard setback for the property.
11. At the July 2, 2001, HDC meeting the HDC determined that the existing historic rear shed addition could be demolished as part of this application because: it is not integral to the overall building's historic integrity; it is not as important to retain as the addition found on the dwelling's south elevation that is incorporated as part of the design of the front porch; and the removal of the rear shed addition will permit the applicants to subdivide the three (3) existing lots in a manner that will encourage future development that is sensitive to the historic scale and vernacular of the area.
12. The applicant has received a 2001 HDC Grant in the amount of \$16,500 to be used towards this project.
13. The proposed dwelling modifications shall include a single car garage, having a garage door dimension not to exceed seven feet (7') in height, and nine feet (9') in width.
14. All new exterior siding shall be wood and match the existing painted horizontal wood siding in configuration, profile, dimension, texture and finish as determined by the Preservation Planner.

### **Conclusions of Law**

1. The proposed work complies with the Park City Historic District Design Guidelines as conditioned.

### **Conditions of Approval**

1. The review, approval and recordation of the subdivision plat shall be required prior to the issuance of the final Certificate of Occupancy for this project.
2. Receipt and approval of a Construction Mitigation Plan (CMP) by the Community Development Department is a condition precedent to the issuance of **any** building permit.
3. The final building plans shall show substantial compliance with the drawings dated November 28, 2001, with the design direction outlined in this report, and the specific Conditions of Approval adopted by the HDC upon taking action to approve. Any changes, modifications, or deviations from this approved design may require review and approval by the Historic District Commission or the Preservation Planner prior to their construction. Any formal request for design modifications submitted during construction may result in a stop-work order by the Chief Building Official until the modifications are approved.



4. The applicant shall apply for an Exploratory Demolition Permit to remove any non-historic material in order for the Preservation Planner to evaluate and assess the amount of salvageable existing historic material to be reused in this project. No material shall be removed from the building (or the site) without the consent of the Preservation Planner. Any removal of existing historic building material or features not identified as part of this review shall be reviewed and approved by the Preservation Planner prior to their removal.
5. The General Contractor shall be responsible for posting a Preservation Financial Guarantee to the City (in an amount to be determined by the Community Development Department) prior to the issuance of any building permits. This guarantee is for the protection and re-installation of any salvageable historic material that may be temporarily dismantled or disassembled as part of this rehabilitation/reconstruction project. The purpose is to ensure the re-installation of the historic material in a manner that preserves the most original material as possible. Failure to do so, will result in the City retaining this financial guarantee for use in its various preservation programs and incentive initiatives.
6. The General Contractor shall be responsible for submitting a Vegetation Financial Guarantee to the City (in an amount to be determined by the Community Development Department) prior to the issuance of any building permits. This guarantee is for the protection of the existing significant vegetation on the property as identified by the City. The purpose is to ensure the livelihood of said vegetation upon completion of the project. Failure to do so, will result in the City retaining this financial guarantee for the in-kind replacement of any loss of significant vegetation.
7. The General Contractor shall field verify all existing conditions prior to executing any work and match replacement materials/features accordingly. All discrepancies found between the final approved plans and the existing conditions must be reported to the Preservation Planner for direction prior to construction.
8. The architect, designer, general contractor and/or applicant shall be responsible for coordinating the approved architectural drawings/documents with the approved construction drawings/documents. The overall aesthetics of the final approved architectural drawings/documents shall take precedence. Any discrepancies found among these documents that would cause a change in appearance to the approved architectural drawings/documents shall be reviewed and approved by the Preservation Planner prior to construction. Failure to do so, or any request for changes during construction may require the issuance of a stop-work order for the entire project by the Chief Building Official until such time that the matter has been resolved.
9. The front stairs shall maintain their present location, in the manner illustrated in the approved drawings. The stairs and associated hand railings shall consist of a painted, wood, square balusters similar to that shown in the circa 1940's tax photo. Construction details of hand railings shall be submitted for approval by the Preservation Planner, according to the HDC's Illustrated Building Materials Handbook, prior to the issuance of full building permits. The final approved drawings shall be modified to reflect this condition of approval prior to the issuance of any building permits.
10. Construction details of the reconstructed front porch shall be submitted for approval by the Preservation Planner, according to the Historic District Design Guidelines prior to the issuance of full building permit. The final approved drawings shall be modified to reflect this condition of approval prior to the issuance of any building permits.
11. Repair and retain all existing historic wood siding and missing trim elements (ex: corner boards, fascia boards, exterior bead-board ceilings, etc.) in kind. All ghost outlines and general wear exhibited by the existing original wood siding shall remain. Replacement of any original wood siding or trim elements shall be made only in cases of structural failure or major deterioration. All replacement or missing elements (ex: corner boards, fascia

boards, etc.) shall match existing historic material in profile, dimension, configuration, texture and finish as determined by the Preservation Planner, according to the HDC's Illustrated Building Materials Handbook.

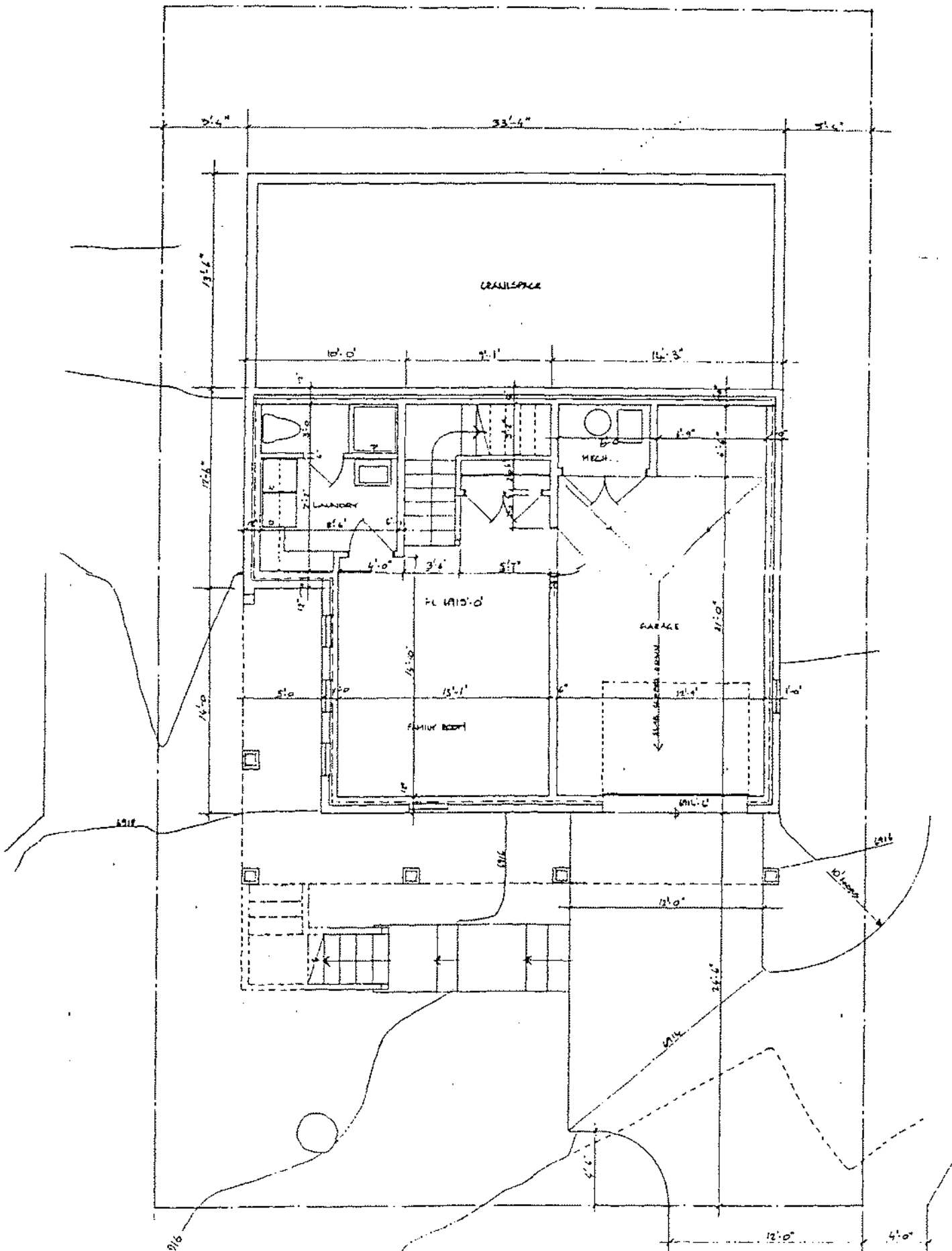
12. All replacement exterior doors on the front and side elevations (as shown in the approved drawings) shall be a wood (paint grade) half-light, paneled door. The door panel/light configuration and door trim details shall be approved by the Preservation Planner, according to the HDC's Illustrated Building Materials Handbook, prior to the issuance of full building permit. The front door shall incorporate a transom window above, as shown in the circa 1940's tax photo. The garage door shall be a wood, "carriage-style" overhead garage door, similar to that shown in the approved drawings.
13. Any new or replacement windows shall be wood (or wood aluminum-clad), double-hung one-over-one or casement windows. The width of the internal spacer bar shall be no greater than 5/8" or otherwise approved by the Preservation Planner based on specific window manufacturer's specifications. The width of the spacer bar shall be reviewed and approved by the Preservation Planner prior to the issuance of full building permit. The overall window proportional ratio of 2:1 as shown in the final approved architectural drawings, shall be maintained. The existing size and proportion of the windows and other original opening as identified by ghosting, uncovered blocked-up openings, etc. shall be retained. Any modifications to existing windows, location changes or addition of windows shall be reviewed and approved by the Preservation Planner to assure compliance with the Historic District Design Guidelines. Construction details of windows shall be submitted for review and approval by the Preservation Planner, according to the HDC's Illustrated Building Materials Handbook, prior to the issuance of full building permits.
14. All exterior window trim shall be installed over the exterior siding, and constructed in a manner similar to that shown in the circa 1940's tax photo (note the difference in treatment between the front windows and all others). All new and replacement exterior window trim shall be at least 3 ½ inches in width, smooth-sawn, paint-grade wood trim. Construction details of window trim shall be submitted for approval by the Preservation Planner, according to the HDC's Illustrated Building Materials Handbook, prior to the issuance of full building permits. The final approved drawings shall be modified to reflect this condition of approval prior to the issuance of any building permits.
15. The replacement roof material shall be an architectural-grade composition roof shingle, having high definition or profile. The roof color and material shall be reviewed and approved by the Preservation Planner in accordance to the Historic District Design Guidelines. All proposed roof penetrations shall be shown on the construction drawings submitted to the Building Department for plan check and painted-out to match the roof color.
16. Any new exterior building paint scheme shall include body, trim and accent colors. All existing and new building ornamentation and trim shall be painted to coordinate with the entire paint scheme of the overall dwelling. All colors shall be complementary of each other, but provide sufficient visual contrast. A Paint Application must be submitted and approved by the Preservation Planner prior the issuance of full building permit.
17. All existing exterior lighting shall be brought into compliance with the Park City Light Code. All replacement exterior light fixtures and their location shall be reviewed and approved by the Preservation Planner for compliance with the Park City Light Code prior to issuance of the full building permit. The final approved drawings shall be modified to reflect this condition of approval prior to the issuance of any building permits. All new lighting shall be architecturally and historically compatible with the style of the dwelling. Additionally, all lighting shall be aesthetically and visually discrete—excessive exterior lighting fixtures on the

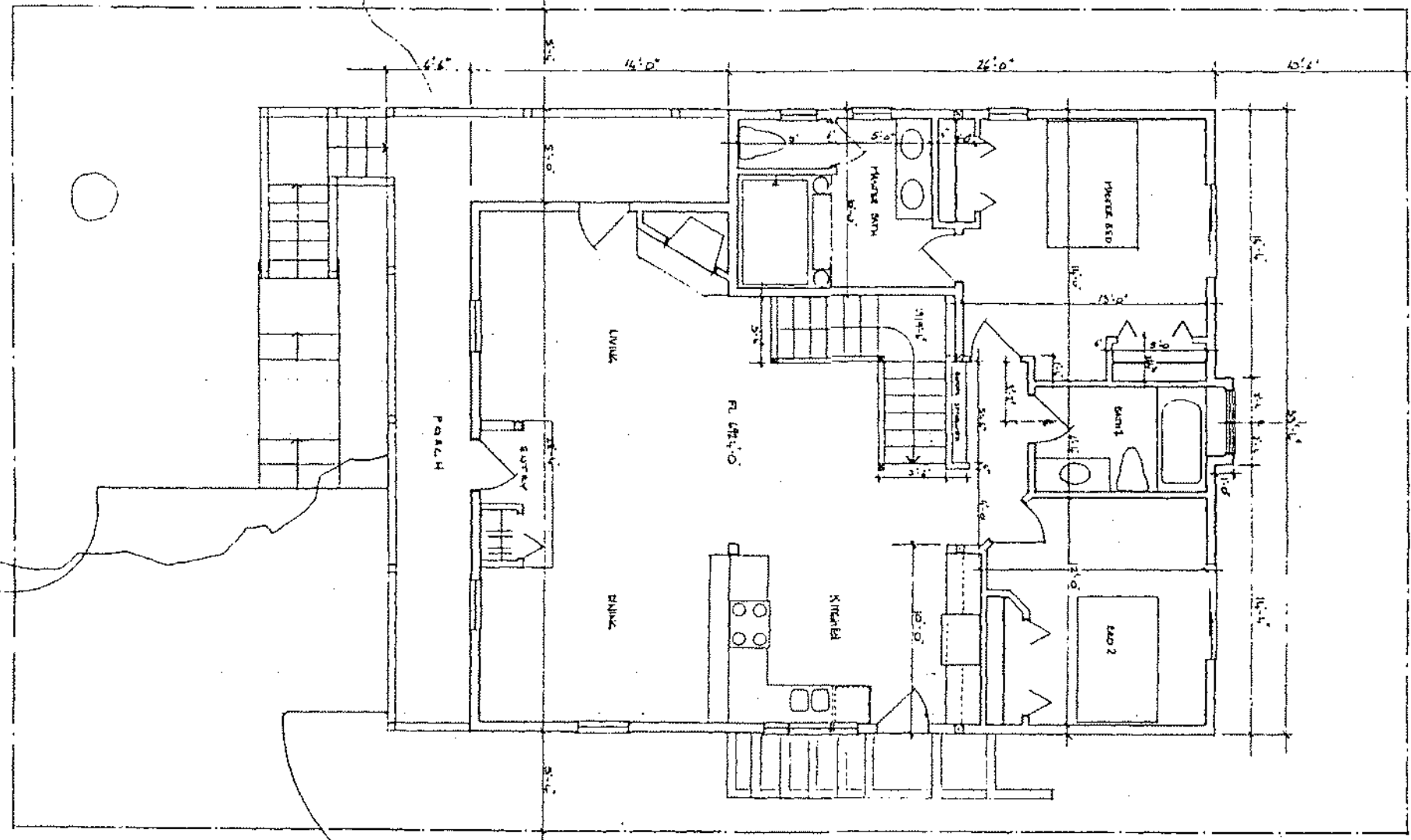
- front stair, front porch, underside of front porch, and the front facade of the dwelling overall shall **not** be permitted.
18. All existing utility services (e.g. electric meters, gas meters, etc.) shall be relocated away from the front of the dwelling, to the side building facades. The final approved drawings shall be modified to reflect this condition of approval prior to the issuance of any building permits.
  19. A final Landscape Plan shall be submitted and reviewed by the Staff prior to the issuance of any final building permits. The plan includes, but is not limited to the identification of all existing trees; proposed and existing plantings; planters; driveways; walkways and their materials. Non-historic landscape elements or elements which are not compatible with typical historic landscapes in the area (such as large boulders, etc.) are **not** permitted. The amount of existing hard-surface area in the front yard shall be softened by the incorporation of landscaping. The relocated existing dwelling shall maintain all required setbacks on the newly created lot after its relocation. The identified existing significant vegetation on the property shall remain and be protected during construction at all times. Any changes, modifications, or deviations from the approved design shall be reviewed and approved by the Historic District Commission or the Preservation Planner prior to their construction. Any formal request for design modifications submitted during construction may result in a stop-work order by the Chief Building Official until the modifications are approved.
  20. All standard conditions of approval shall apply.
  21. This approval shall expire on March 18, 2003, if a building permit has not been issued.

**Exhibits**

- Exhibit A - Location Map
- Exhibit B - Proposed Site Plan
- Exhibit C - Proposed Floor Plans
- Exhibit D - Proposed Building Elevations
- Exhibit E - Proposed Streetscape
- Exhibit F - Circa 1940's tax photo
- Exhibit G - Photographs of Existing Conditions

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# KERR RESIDENCE

1259 N. MODERN AVE

Plans  
 Proposed  
 LEAD & ASBESTOS

REV 3

Historic Preservation Packet August 3, 2016

08/2016



6939'-8" ▽

6924'-8" ▽

6915'-8" ▽

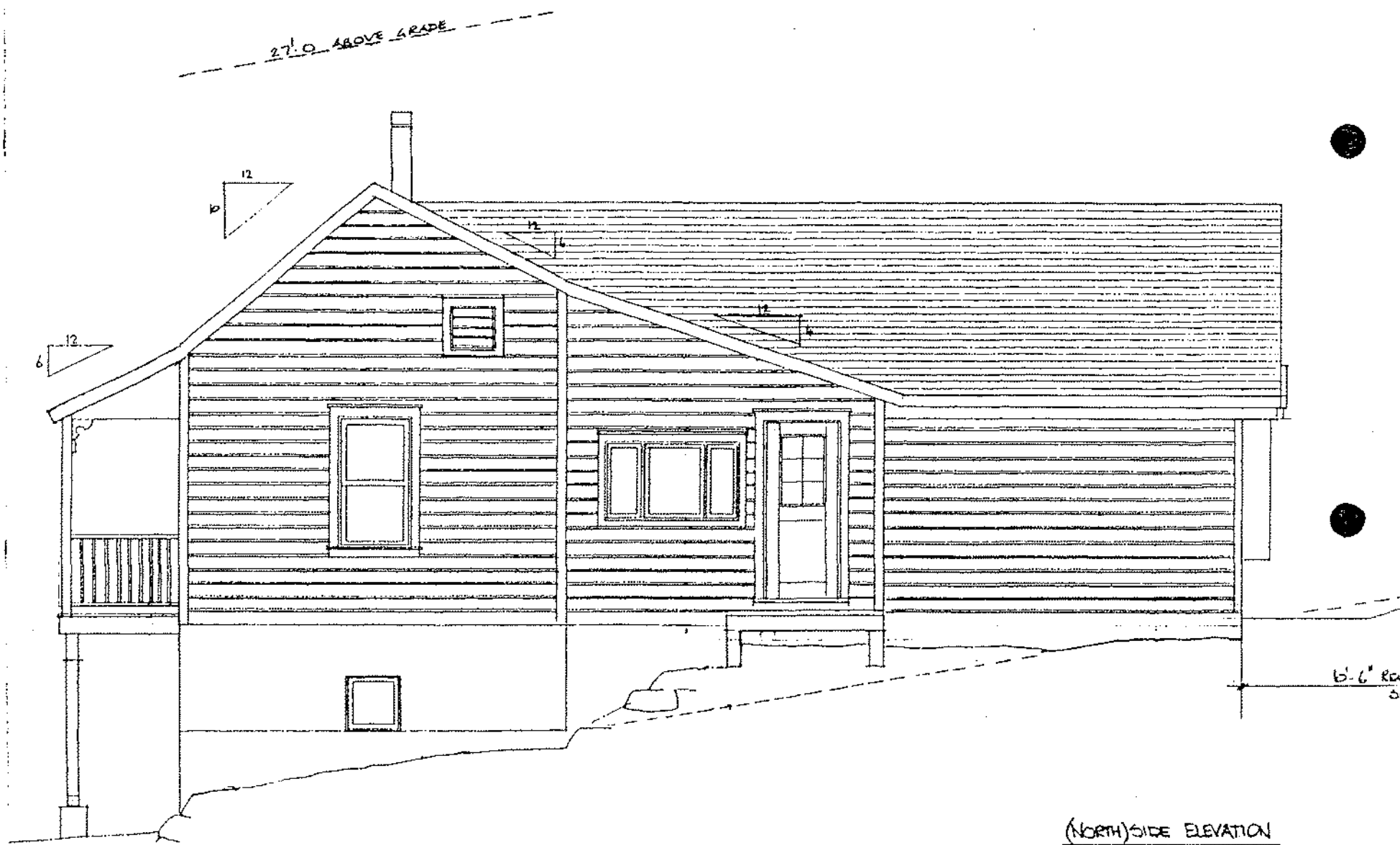
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SIDEYARD

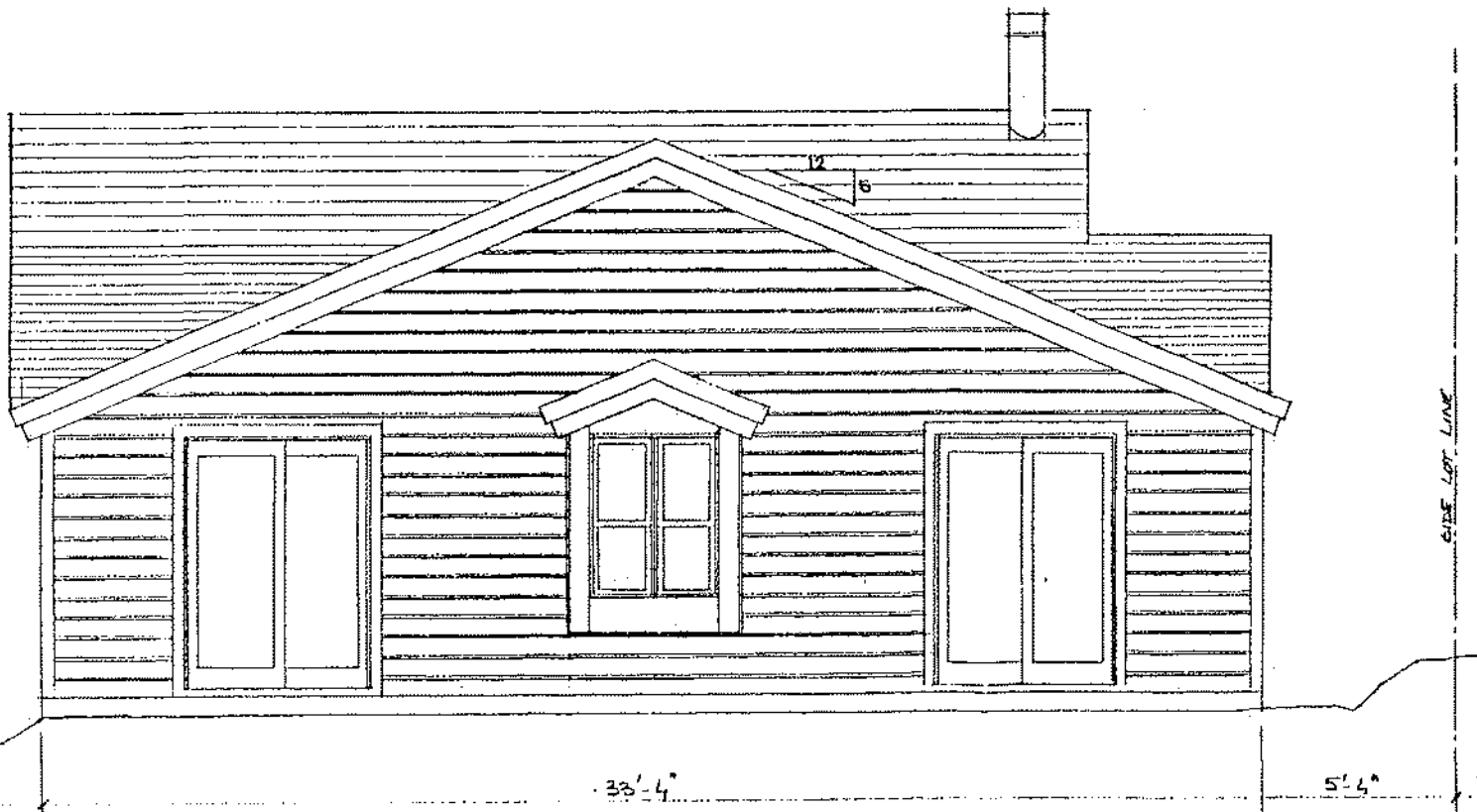
5'-4"  
SIDEYARD

44'-8"

NORFOLK AVE. ↘

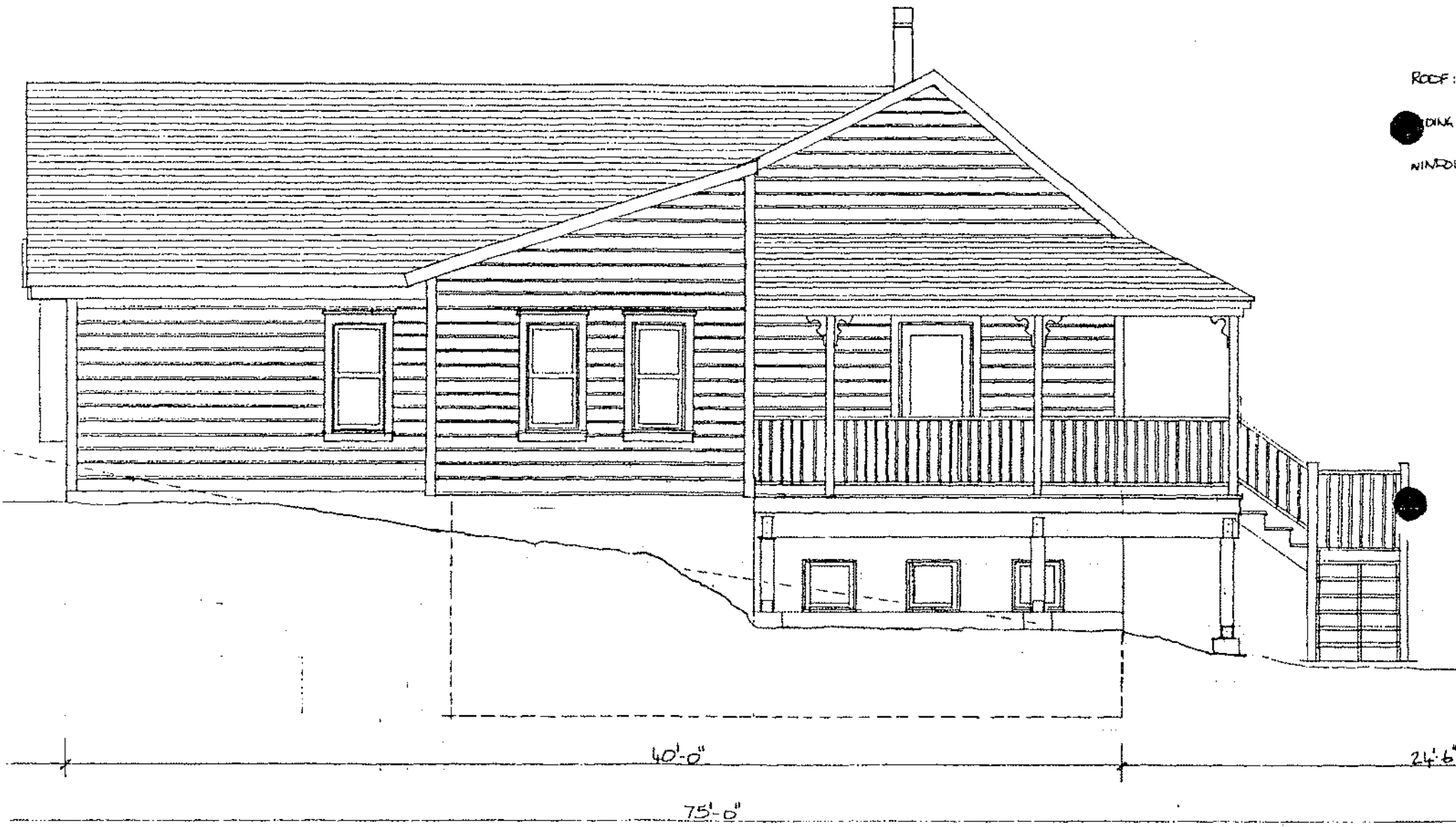
FRONT ELEVATION



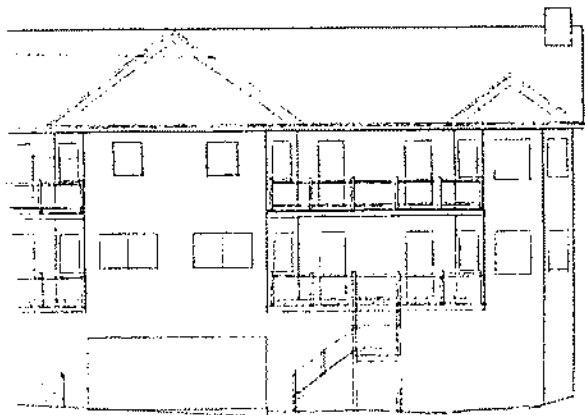


LOT LINE

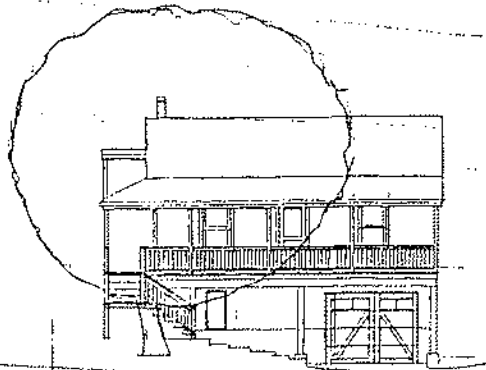
27'-0" ABOVE GRADE



ROOF:  
DINK:  
WINDOW:

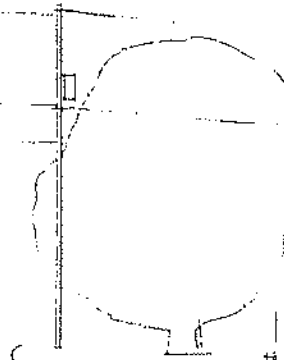


\*1227 (River Road)



\*1221

44 (Marion Avenue)



312

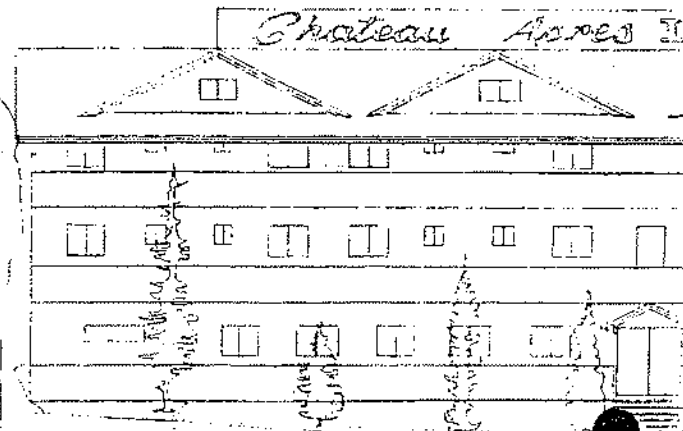






Exhibit I - Circa 1940's Tax Photo

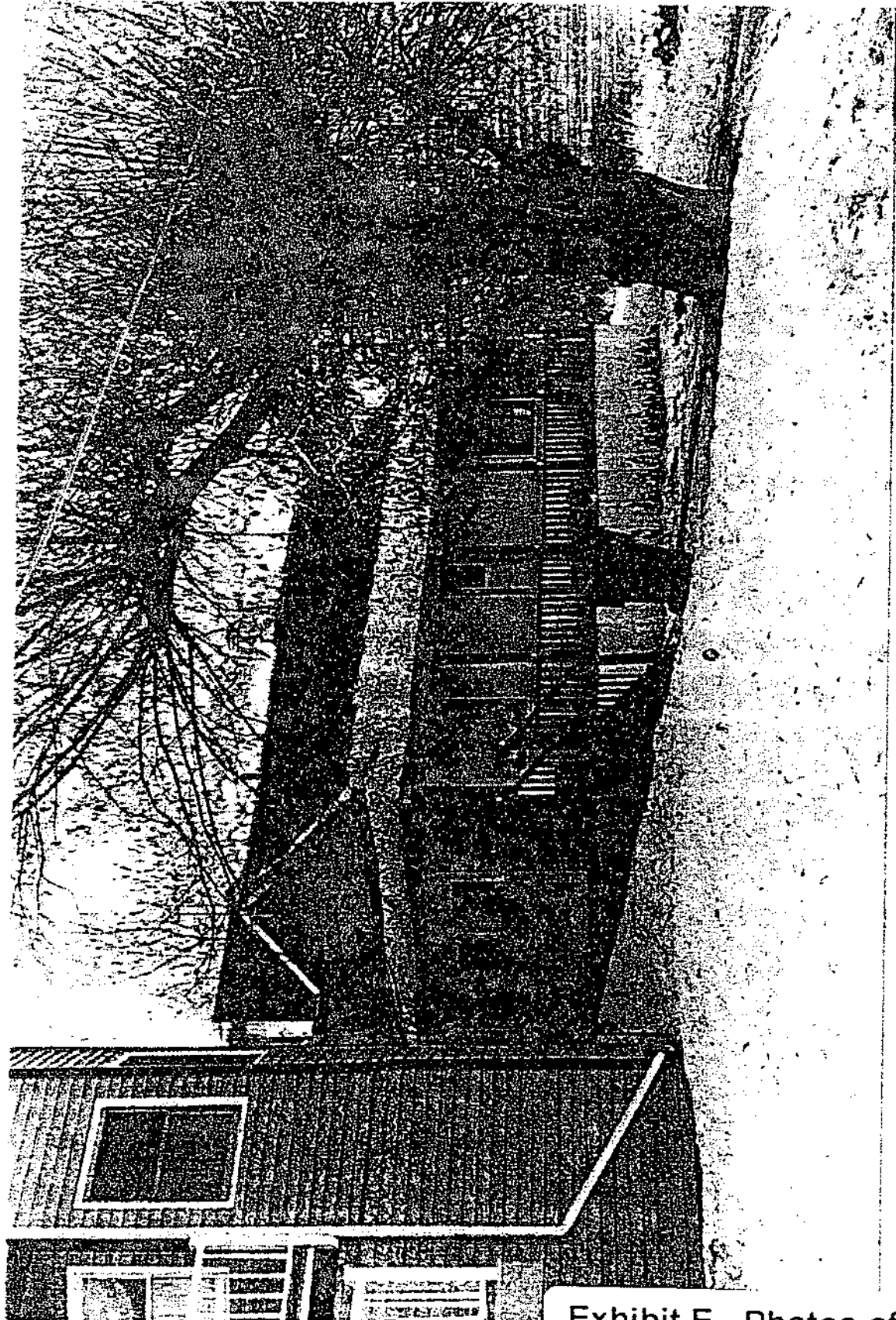
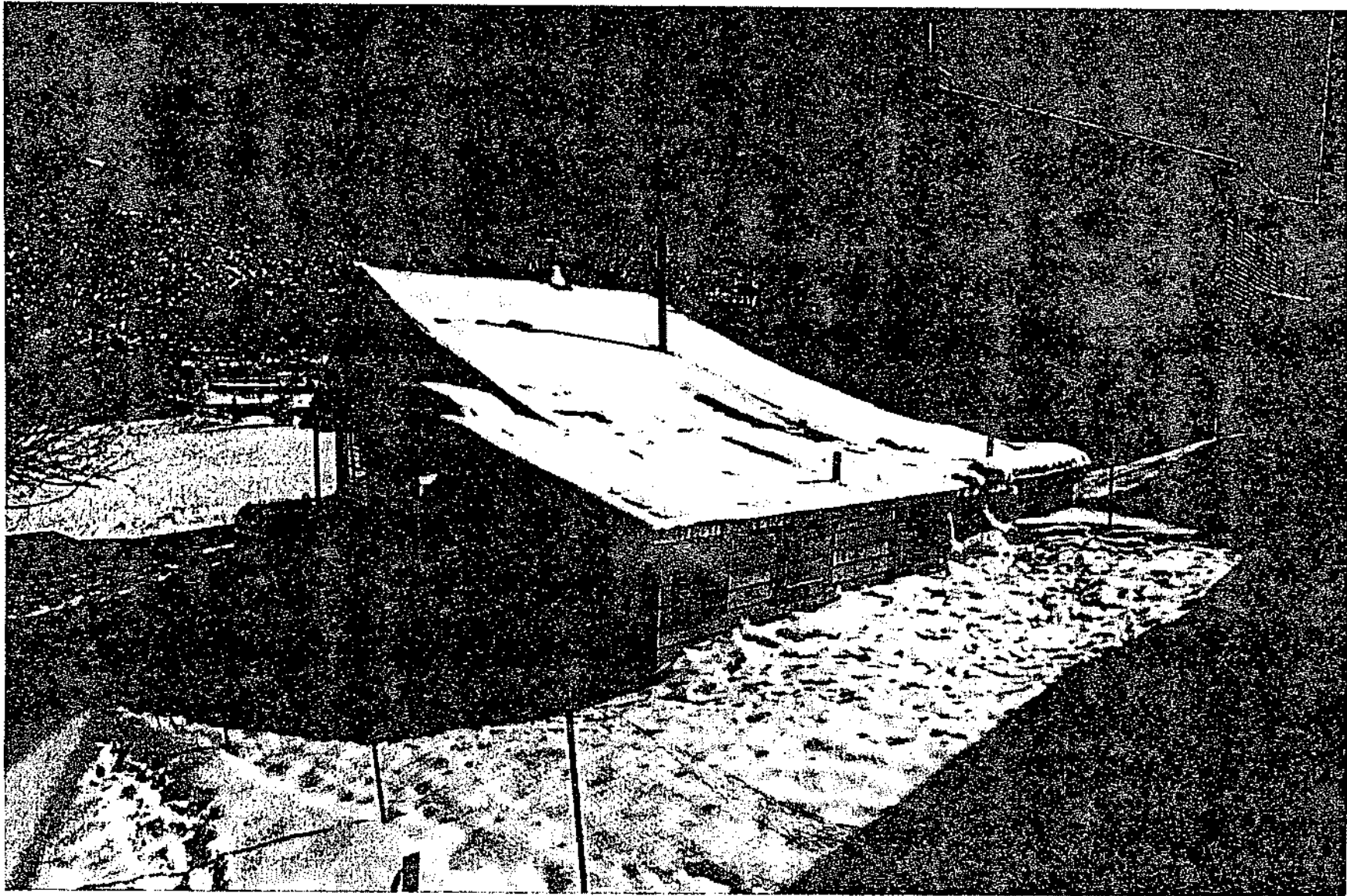


Exhibit E - Photos of Existing Conditions



HISTORIC DISTRICT COMMISSION  
WORK SESSION NOTES  
MARCH 18, 2002

Present: Dick Peek, Tom Hurd, Kristin Wright, Derek Satchell, Patrick Putt, Rick Lewis, Tim Twardowski, Peter Barnes

Excused: Lynn Fey, Steve Swanson

WORK SESSION

1259 Norfolk Avenue-Design review of modifications to existing historic house

Planner Satchell provided a background of the project for the Commissioners. The property is owned by Richard and Janice Kerr. Their designer is Peter Barnes, who was in attendance at the meeting. The proposal is for an 807 square foot garage/workshop under the existing residence. The applicant is a 2001 HDC Grant recipient in the amount of \$16,500. The applicant intends to demolish the existing historic shed addition located at the northeast corner of the structure so the addition will fit on its newly created lot. The HDC approved this action at their July, 2001, meeting.

There were no comments from the Commissioners. Planner Satchell thanked them and said he would move ahead with a staff administrative approval of the project.





Department of Community Development  
Engineering • Building Inspection • Planning

March 19, 2002

FILE COPY

Peter Barnes  
PO Box 682292  
Park City, Utah 84068

NOTICE OF PLANNING STAFF ADMINISTRATIVE ACTION

Project Address: 1259 Norfolk Avenue

Project Description: Design Review of Modifications to an Existing  
Historic Dwelling

Date of Action: March 18, 2002

Action Taken By Planning Department Staff: Approved in accordance with the Findings of Fact, Conclusions of Law, and Conditions of Approval as written below:

**Findings of Fact**

1. The findings discussed in the Background and Analysis Sections of the report are incorporated herein.
2. The proposed dwelling is located within the HR-1 zone.
3. The three existing lots (#15, 16 and 17 of Block 18 of the Snyder's Addition to the Park City Survey) contain approximately 5,625 square feet.
4. The existing lots will be subdivided into two (2) separate lots. The newly created lot to accommodate the relocated existing historic house will be 44'x75' in size.
5. The maximum building footprint for a 44'x75' lot is approximately 1,367 square feet.
6. The proposed maximum building footprint will be approximately 1,256 square feet.
7. The maximum height allowed for the HR-1 Zone is 27 feet. The proposed height will be approximately 25 feet above final grade to the highest ridge line.
8. The relocated existing historic dwelling shall maintain the legal required setbacks (as determined by the Land Management Code) for a 44'x75' lot in the HR-1 zone.
9. There is significant vegetation on the site that is composed primarily of a large cottonwood tree near the southwest corner of the property. The tree will not be disturbed by this application.
10. The repositioning of the front stairs to their original location would create an encroachment into the required front yard setback for the property.



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11. At the July 2, 2001, HDC meeting the HDC determined that the existing historic rear shed addition could be demolished as part of this application because: it is not integral to the overall building's historic integrity; it is not as important to retain as the addition found on the dwelling's south elevation that is incorporated as part of the design of the front porch; and the removal of the rear shed addition will permit the applicants to subdivide the three (3) existing lots in a manner that will encourage future development that is sensitive to the historic scale and vernacular of the area.
12. The applicant has received a 2001 HDC Grant in the amount of \$16,500 to be used towards this project.
13. The proposed dwelling modifications shall include a single car garage, having a garage door dimension not to exceed seven feet (7') in height, and nine feet (9') in width.
14. All new exterior siding shall be wood and match the existing painted horizontal wood siding in configuration, profile, dimension, texture and finish as determined by the Preservation Planner.
15. At the March 18, 2002, HDC meeting the HDC remanded this application to Staff for administrative approval.

### **Conclusions of Law**

1. The proposed work complies with the Park City Historic District Design Guidelines as conditioned.

### **Conditions of Approval**

1. The review, approval and recordation of the subdivision plat shall be required prior to the issuance of the final Certificate of Occupancy for this project.
2. Receipt and approval of a Construction Mitigation Plan (CMP) by the Community Development Department is a condition precedent to the issuance of **any** building permit.
3. The final building plans shall substantial compliance with the drawings dated November 28, 2001, with the design direction outlined in this report, and the specific Conditions of Approval adopted by the HDC upon taking action to approve. Any changes, modifications, or deviations from this approved design may require review and approval by the Historic District Commission or the Preservation Planner prior to their construction. Any formal request for design modifications submitted during construction may result in a stop-work order by the Chief Building Official until the modifications are approved.
4. The applicant shall apply for an Exploratory Demolition Permit to remove any non-historic material in order for the Preservation Planner to evaluate and assess the amount of salvageable existing historic material to be reused in this project. No material shall be removed from the building (or the site) without the consent of the Preservation Planner. Any removal of existing historic building material or features not identified as part of this review shall be reviewed and approved by the Preservation Planner prior to their removal.

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5. The General Contractor shall be responsible for posting a Preservation Financial Guarantee to the City (in an amount to be determined by the Community Development Department) prior to the issuance of any building permits. This guarantee is for the protection and re-installation of any salvageable historic material that may be temporarily dismantled or disassembled as part of this rehabilitation/reconstruction project. The purpose is to ensure the re-installation of the historic material in a manner that preserves the most original material as possible. Failure to do so, will result in the City retaining this financial guarantee for use in its various preservation programs and incentive initiatives.
6. The General Contractor shall be responsible for submitting a Vegetation Financial Guarantee to the City (in an amount to be determined by the Community Development Department) prior to the issuance of any building permits. This guarantee is for the protection of the existing significant vegetation on the property as identified by the City. The purpose is to ensure the livelihood of said vegetation upon completion of the project. Failure to do so, will result in the City retaining this financial guarantee for the in-kind replacement of any loss of significant vegetation.
7. The General Contractor shall field verify all existing conditions prior to executing any work and match replacement materials/features accordingly. All discrepancies found between the final approved plans and the existing conditions must be reported to the Preservation Planner for direction prior to construction.
8. The architect, designer, general contractor and/or applicant shall be responsible for coordinating the approved architectural drawings/documents with the approved construction drawings/documents. The overall aesthetics of the final approved architectural drawings/documents shall take precedence. Any discrepancies found among these documents that would cause a change in appearance to the approved architectural drawings/documents shall be reviewed and approved by the Preservation Planner prior to construction. Failure to do so, or any request for changes during construction may require the issuance of a stop-work order for the entire project by the Chief Building Official until such time that the matter has been resolved.
9. The front stairs shall maintain their present location, in the manner illustrated in the approved drawings. The stairs and associated hand railings shall consist of a painted, wood, square balusters similar to that shown in the circa 1940's tax photo. Construction details of hand railings shall be submitted for approval by the Preservation Planner, according to the HDC's Illustrated Building Materials Handbook, prior to the issuance of full building permits. The final approved drawings shall be modified to reflect this condition of approval prior to the issuance of any building permits.
10. Construction details of the reconstructed front porch shall be submitted for approval by the Preservation Planner, according to the Historic District Design Guidelines prior to the issuance of full building permit. The final approved drawings shall be modified to reflect this condition of approval prior to the issuance of any building permits.



## ACTION LETTER - 1259 Norfolk Avenue

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11. Repair and retain all existing historic wood siding and missing trim elements (ex: corner boards, fascia boards, exterior bead-board ceilings, etc.) in kind. All ghost outlines and general wear exhibited by the existing original wood siding shall remain. Replacement of any original wood siding or trim elements shall be made only in cases of structural failure or major deterioration. All replacement or missing elements (ex: corner boards, fascia boards, etc.) shall match existing historic material in profile, dimension, configuration, texture and finish as determined by the Preservation Planner, according to the HDC's Illustrated Building Materials Handbook.
12. All replacement exterior doors on the front and side elevations (as shown in the approved drawings) shall be a wood (paint grade) half-light, paneled door. The door panel/light configuration and door trim details shall be approved by the Preservation Planner, according to the HDC's Illustrated Building Materials Handbook, prior to the issuance of full building permit. The front door shall incorporate a transom window above, as shown in the circa 1940's tax photo. The garage door shall be a wood, "carriage-style" overhead garage door, similar to that shown in the approved drawings.
13. Any new or replacement windows shall be wood (or wood aluminum-clad), double-hung one-over-one or casement windows. The width of the internal spacer bar shall be no greater than 5/8" or otherwise approved by the Preservation Planner based on specific window manufacturer's specifications. The width of the spacer bar shall be reviewed and approved by the Preservation Planner prior to the issuance of full building permit. The overall window proportional ratio of 2:1 as shown in the final approved architectural drawings, shall be maintained. The existing size and proportion of the windows and other original opening as identified by ghosting, uncovered blocked-up openings, etc. shall be retained. Any modifications to existing windows, location changes or addition of windows shall be reviewed and approved by the Preservation Planner to assure compliance with the Historic District Design Guidelines. Construction details of windows shall be submitted for review and approval by the Preservation Planner, according to the HDC's Illustrated Building Materials Handbook, prior to the issuance of full building permits.
14. All exterior window trim shall be installed over the exterior siding, and constructed in a manner similar to that shown in the circa 1940's tax photo (note the difference in treatment between the front windows and all others). All new and replacement exterior window trim shall be at least 3 1/2 inches in width, smooth-sawn, paint-grade wood trim. Construction details of window trim shall be submitted for approval by the Preservation Planner, according to the HDC's Illustrated Building Materials Handbook, prior to the issuance of full building permits. The final approved drawings shall be modified to reflect this condition of approval prior to the issuance of any building permits.
15. The replacement roof material shall be an architectural-grade composition roof shingle, having high definition or profile. The roof color and material shall be reviewed and approved by the Preservation Planner in accordance to the Historic District Design



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Guidelines. All proposed roof penetrations shall be shown on the construction drawings submitted to the Building Department for plan check and painted-out to match the roof color.

16. Any new exterior building paint scheme shall include body, trim and accent colors. All existing and new building ornamentation and trim shall be painted to coordinate with the entire paint scheme of the overall dwelling. All colors shall be complementary of each other, but provide sufficient visual contrast. A Paint Application must be submitted and approved by the Preservation Planner prior the issuance of full building permit.
17. All existing exterior lighting shall be brought into compliance with the Park City Light Code. All replacement exterior light fixtures and their location shall be reviewed and approved by the Preservation Planner for compliance with the Park City Light Code prior to issuance of the full building permit. The final approved drawings shall be modified to reflect this condition of approval prior to the issuance of any building permits. All new lighting shall be architecturally and historically compatible with the style of the dwelling. Additionally, all lighting shall be aesthetically and visually discrete—excessive exterior lighting fixtures on the front stair, front porch, underside of front porch, and the front facade of the dwelling overall shall **not** be permitted.
18. All existing utility services (e.g. electric meters, gas meters, etc.) shall be relocated away from the front of the dwelling, to the side building facades. The final approved drawings shall be modified to reflect this condition of approval prior to the issuance of any building permits.
19. A final Landscape Plan shall be submitted and reviewed by the Staff prior to the issuance of any final building permits. The plan includes, but is not limited to the identification of all existing trees; proposed and existing plantings; planters; driveways; walkways and their materials. Non-historic landscape elements or elements which are not compatible with typical historic landscapes in the area (such as large boulders, etc.) are **not** permitted. The amount of existing hard-surface area in the front yard shall be softened by the incorporation of landscaping. The relocated existing dwelling shall maintain all required setbacks on the newly created lot after its relocation. The identified existing significant vegetation on the property shall remain and be protected during construction at all times. Any changes, modifications, or deviations from the approved design shall be reviewed and approved by the Historic District Commission or the Preservation Planner prior to their construction. Any formal request for design modifications submitted during construction may result in a stop-work order by the Chief Building Official until the modifications are approved.
20. All standard conditions of approval shall apply.
21. This approval shall expire on March 18, 2003, if a building permit has not been issued.

**ACTION LETTER - 1259 Norfolk Avenue**

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Any person who submitted written comment on a proposal, the owner of any property within three hundred (300) feet of the boundary of the subject site, or the owner of the subject property may appeal to the Historic District Commission any action pertaining to the approval or denial. The petition must be filed in writing with the Community Development Department within ten (10) calendar days of a Planning Staff decision.

Respectfully,



Derek Satchell  
Preservation Planner

cc: Richard & Janice Kerr





RECEIVED  
MAR 23 2001  
PLANNING



RECEIVED  
MAR 23 2001  
PARK CITY  
PLANNING DEPARTMENT



Historic Preservation Board Meeting  
April 1, 2015

(i) Changes in pitch of the main roof of the primary façade if 1) the change was made after the Period of Historic Significance; 2) the change is not due to any structural failure; or 3) the change is not due to collapse as a result of inadequate maintenance on the part of the Applicant or a previous Owner, or

(ii) Addition of upper stories or the removal of original upper stories occurred after the Period of Historic Significance, or

(iii) Moving it from its original location to a Dissimilar Location, or

(iv) Addition(s) that significantly obscures the Essential Historical Form when viewed from the primary public Right-of-Way.

(c) It is important in local or regional history, architecture, engineering, or culture associated with at least one (1) of the following: Complies.

(i) An era of Historic importance to the community, or

(ii) Lives of Persons who were of Historic importance to the community, or

(iii) Noteworthy methods of construction, materials, or craftsmanship used during the Historic period.

2. The existing structure located at 332 Woodside Avenue does not meet all of the criteria for designating sites to the Park City Historic Sites Inventory as a Landmark Site including:

a. It is at least fifty (50) years old or has achieved Significance in the past fifty (50) years if the Site is of exceptional importance to the community; and Complies.

b. It retains its Historic Integrity in terms of location, design, setting, materials, workmanship, feeling and association as defined by the National Park Service for the National Register of Historic Places; and Does Not Comply.

c. It is significant in local, regional or national history, architecture, engineering or culture associated with at least one (1) of the following:

i. An era that has made a significant contribution to the broad patterns of our history;

ii. The lives of Persons significant in the history of the community, state, region, or nation; or

iii. The distinctive characteristics of type, period, or method of construction or the work of a notable architect or master craftsman. Complies.

**1259 Norfolk Avenue – Determination of Significance of Historic House**  
(Application PL-15-02645)

Planner Turpen reported that new information regarding the structure was discovered this afternoon. Since the new information was not included in the Staff report the applicant would be requesting a continuance.

Maureen Moriarty, the property owner of 1259 Norfolk, stated that when she arrived this evening she was told that some information was not presented prior

Historic Preservation Board Meeting  
April 1, 2015

to this meeting. For that reason, she requested a continuance to the next meeting.

MOTION: Board Member Holmgren move to CONTINUE the discussion on 1259 Norfolk Avenue until the next meeting. Board Member Crosby seconded the motion.

VOTE: The motion passed unanimously.

The meeting adjourned at 5:39 p.m.

Approved by \_\_\_\_\_  
John Kenworthy, Chair  
Historic Preservation Board

## Exhibit 2 - April 6th HPB Meeting Minutes

### PARK CITY MUNICIPAL CORPORATION HISTORIC PRESERVATION BOARD MINUTES OF APRIL 6, 2016

BOARD MEMBERS IN ATTENDANCE: David White, Lola Beatlebrox, Cheryl Hewett, Jack Hodgkins, Puggy Holmgren, Doug Stephens

EX OFFICIO: Bruce Erickson, Anya Grahn, Hannah Turpen, Louis Rodriguez, Francisco Astorga, Polly Samuels Mclean, Louis Rodriguez

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#### ROLL CALL

Chair White called the meeting to order at 5:06 p.m. and noted that all Board Members were present except for Hope Melville, who was excused.

#### APPROVAL OF MINUTES

##### March 2, 2016

MOTION: Board Member Stephens moved to APPROVE the minutes of March 2, 2016 as written. Board Member Holmgren seconded the motion.

VOTE: The motion passed unanimously.

#### PUBLIC COMMUNICATIONS

There were no comments.

#### STAFF/BOARD COMMUNICATIONS

Planning Director Erickson reported that the determination of significance for 569 Park Avenue was appealed to the Board of Adjustment. That meeting would be held either late April or early May within the 45 day time limit. He recommended that the HPB arrange to have one representative at that meeting to sit in the audience and report back to the Board Members on the action taken by the Board of Adjustment.

Louis Rodriguez noted that the appeal meeting was scheduled but the applicant was not able to attend on that date. A new meeting date will be rescheduled for early May.

Board Member Holmgren was willing to attend the Board of Adjustment meeting as the HPB representative if the meeting is scheduled on a Tuesday or Wednesday. She would not be available other days. The Staff would keep that in mind when trying to schedule another date.



of exceptional importance to the community; and Complies.

b. It retains its Historic Integrity in terms of location, design, setting, materials, workmanship, feeling and association as defined by the National Park Service for the National Register of Historic Places; and Does Not Comply.

c. It is significant in local, regional or national history, architecture, engineering or culture associated with at least one (1) of the following:

i. An era that has made a significant contribution to the broad patterns of our history;

ii. The lives of Persons significant in the history of the community, state, region, or nation; or

iii. The distinctive characteristics of type, period, or method of construction or the work of a notable architect or master craftsman. Complies.

**2. 1259 Norfolk Avenue – Determination of Significance**  
(Application PL-15-02645)

Planner Turpen noted that this item was continued from the last meeting for clarification and additional information. She reviewed the additional information provided.

Planner Turpen stated that the first item in question was the 1940s tax photo and whether or not it was actually from the 1940s. He presented a slide showing the 1940s tax photo. She remarked that the Park City Museum are the keepers of the tax card collection for historic structures in Old Town. The Museum has tax cards from all the years that the property was assessed, as well as tax photos from other years. She explained that the tax photo did not match the date of the tax card because it is a collection of all the assessments of the property.

Planner Turpen stated that she was also able to find photographic evidence from 1947 taken from the park where they used to play football when it was a high school. She pointed out that the original windows are in their original location. Another photograph from 1950 showed that the windows had been altered and other windows were added. That indicates that an alteration occurred sometime after 1947 but before 1950.

Planner Turpen reported that at the last meeting there was some confusion as to whether or not this structure was deconstructed in 2002 as part of the renovation. The Staff was unable to find any evidence; and given the detail in the 2002 Historic District Design Review action letter it would have been mentioned. The Staff could find nothing to prove that it had occurred and concluded that it was not deconstructed.

Chair White opened the public hearing.

Malia Binderly was representing her mother who is the property owner. Ms. Binderly stated that at the last meeting they talked about the nature of the building and where it sits; and whether or not it is in its property context. They talked about one building being out of proper context in the historic district. She believed that applied to this house. Ms. Binderly stated that one issue that kept coming up during the last meeting was the Contributory Site in the LMC. She thought that needed to be considered. Ms. Binderly remarked that currently they were looking at whether this home is a Significant site, but she felt it was not a Significant site in so many ways. However, she believes it is a Contributory site. Ms. Binderly outlined why she thought the home did not meet the criteria for a Significant Site. Ms. Binderly requested that the HPB reconsider the request for determining significance and to look at the criteria for a Contributory site outlined in the LMC.

Board Member Holmgren did not believe the HPB had the purview to make a change. They were in the position of determining significance as requested.

Ms. Binderly clarified that she was asking the HPB not to find in favor of Significance because it does not meet the criteria. She requested that they deny the Significant Site request, and take it back to the HSI as a Contributory site in the future.

Board Member Stephens stated that in order for the HPB to deny, they would have to deny it within the framework of the current LMC. He agreed with Board Member Holmgren that the Board did not have the option to make a change. Planner Turpen noted that if the Board chose to deny, she would have to craft Findings of Fact and Conclusions of Law for denial.

Assistant City Attorney McLean explained that the Board was correct about their position being an analysis of the criteria for Significant Determination and whether the house meets that criteria.

Board Member Beatlebrox suggested that the Board review the criteria for Significant as requested by the applicant, specifically considering the new photos presented and verification that it is the 1943 tax card.

Director Erickson noted that the Staff had not had the opportunity to run the analysis of the structure as a Contributory site. He recommended that the HPB focus on the significance of the structure at 1259 Norfolk Avenue in the context presented by the applicant.

Board Member Beatlebrox concurred. Planner Turpen presented the criteria for determining a Significant site.

Chair White closed the public hearing.

Board Member Hewett recalled that the unresolved issue at the last meeting was whether the house has lost its historic significance because of its site location. She believed it was a challenge because the area has become fairly commercial

The Board agreed that the structure met the first criteria because it is over 50 years old.

Ms. Binderly pointed out that the structure that was built 116 years ago was moved and flattened and a new foundation was put in. Only one piece of the front wall was retained. In her opinion the structure was completely altered and did not resemble the original building. The roof line is different and the footprint doubled in size. The structure was newly built in 2002.

Board Member Stephen stated that if the structure was newly built in 2002 they would be correct in saying that the historic fabric of the house has been removed. Under bullet (b) it would not qualify as being significant. However, without any evidence other than Ms. Binderly's statement, the Board did not have sufficient information to make that determination. If that evidence would be provided, Mr. Stephens suggested that they wait to make a determination and continue this item until the information can be provided. Otherwise, the HPB would have to move forward with the information that has been presented to make a determination of significance.

Ms. Binderly stated that she could only ask the developer to confirm in writing what he said was done. Mr. Stephens stated that if they had visited this site they would probably have been able to tell what alterations were made in 2002. The structure itself could be its own evidence. Ms. Binderly remarked that if the Board was asking for a site visit she was willing to let them inside to see the interior. Mr. Stephens clarified that the discussion was not about the interior of the structure. The discussion relates to the exterior. However, he believed there would be exterior evidence to show both new and historic material.

Planner Turpen offered to schedule a site visit at the Board's request.

Chair White noted that Ms. Binderly had stated that the size of the existing building was larger than the original historic size. Planner Turpen assumed that was due to an addition. She found nothing in the action letter to indicate that the size of the historic portion was larger. Ms. Binderly stated that it was in the Staff report written by the Planner. The house was originally 883 square feet and the current size is more than 1200 square feet, excluding the lower garage which is obviously an addition.

Chair White noted that the size would show on the Sanborn map as opposed to the current size. He clarified that he was looking for the footprint. Planner Turpen stated that the footprint of the original house was expanded in the rear to accommodate an addition, which totals the 1200 square feet. The original house in the very front is approximately 800 square feet. She noted that this is typically seen throughout old town because the footprint always increases when doing an addition. Chair White explained that he was talking about the size of the historic portion and whether it was different from the original house size. Planner Turpen had no evidence of the front wall widening or any other change to that affect. She only had evidence of the rear addition.

Board Member Hewett thought the discussion should focus on whether or not the structure is in a context that is no longer historical, and whether that matters. If they were to say that the house is surrounded by non-historic homes and no longer has the right context, it would eliminate the need for additional information.

Board Member Beatlebrox stated that the Board did not make a determination that two other houses were not historic because everything around them was modern. The issue was the fact that they were not historic buildings. Since this particular building has not changed its historic form and looks very similar to the photos that have been presented as evidence, she was inclined to look at it as a historic building. In addition, it received a historic grant from the City.

Ms. Binderly remarked that the historic grant from the City never prevented demolition. She did not want to argue with the point of law, but the City now prohibits demolition of sites that are placed on the HSI as Significant. Ms. Binderly stated that if the property owner was made aware in 2001 that receiving a grant for \$16,000 would have changed the demolition requirements, they would have had a different reasoning for what they did, and they might not have accepted or even applied for the grant. She believed this was double jeopardy on this house. Simply because it had a historic grant it is suddenly prevented from being demolished.

Ms. Binderly stated that she appreciated what the HPB was trying to accomplish and what Park City is trying to do to maintain its historic character; but in her opinion it makes no sense to restrict from demolition that particular house in that particular location because it is surrounded by commercial and multi-family. She understood the Contributory designation which is why she presented the Contributory alternative. The owners were happy to be Contributory, but the demolition aspect of Significant is a major issue.

Assistant City Attorney McLean clarified that in and of itself, having received a grant does put a structure on the HSI. As the language reads, "It retains its historic form as may be demonstrated..." Ms. McLean explained that the grant can be taken into consideration, but in and of itself having a grant does not

automatically meet that criteria. The idea is that when the owner applies for a grant the structure is evaluated and considered important enough to be maintained as historic. Ms. McLean pointed out that the real issue for the Board is whether or not the structure retains its historic form, and the grant may be considered as one indicator. Ms. McLean stated that it is not double-jeopardy for the property owner that they received a grant and suddenly their rights are taken away. It only means that the City values its historic materials and historic structures and for that reason they have implemented Code requirements. One requirement is if the structure retains its historic form and meets the criteria of the HSI, it is prohibited from demolition.

Ms. Binderly stated that this house has never been designated on the HSI and she believes that speaks to the intent of what the HPB is about. She could not imagine that for 15 years the Board had not done their job or it was left off the HSI as a mistake. The house has been in existence and the fact that it has never been considered showed the intentions of the Board because the house is out of context and should not be considered a significant site.

Board Member Stephen reiterated that the role of the Board was to evaluate the proposal before them this evening based on the information they were given. Mr. Stephens understood from his reading of criteria (b), "retains its historical form" does not mean in context with the surrounding properties. It refers to the specific site itself. He acknowledged that it may be a shortfall in the LMC because it is difficult to evaluate properties on the outskirts of the historic district without taking into consideration the context of surrounding development and what was allowed to be built around the historic homes in the 1980s and 1990s.

Board Member Stephens believed the information that was still missing was whether or not the historic fabric of this house has been removed. If it has been removed that would lead them down a different path. Without that evidence, he would have a difficult time making a decision. He would like to treat the owner fairly and suggested that Ms. Binderly provide additional information on what she was proposing this evening.

Board Member Hodgkins thought the criteria hinges less on the material and more about the form. He noted that criteria c) talks about scale, context and materials. However, when he reads the findings of facts, it appears to be more intent on historical form than on material materials.

Board Member Holmgren referred to the pictures on page 97 and page 94. The photo on page 97 was after the renovation and she thought they made the yellow house look very much like the house in 1940.

Board Member Stephens disagreed with Mr. Hodgkins because materials alone are important. If he sees a structure in the Historic District that appears to be



historic, he likes to know that it is historic. Mr. Stephens did not believe the LMC intended to keep homes that were replicated as being Significant. Mr. Stephens noted that their decision would have a financial impact on the property owner. If this house truly is a newly constructed home in 2002, it would lead him to a different decision than if it were still a historic home that was remodeled or restored. Mr. Stephens thought the applicant should be given the opportunity to provide additional information either through a site visit or valid documentation.

Planner Turpen noted for the record that notice was provided on Friday. The owners were out-of-town and did not receive their notification on Friday, but they were legally noticed.

Chair White understood that the Board would continue this item pending a site visit.

MOTION: Board Member Holmgren moved to CONTINUE this item to May 4, 2016. Board Member Stephens seconded the motion.

VOTE: The motion passed unanimously.

3. 1055 Norfolk Avenue – Material Deconstruction – Significant designation. The applicant is proposing a remodel restoration: Raise the house, restore existing historic home, add basement and garage and rear addition. (Application PL-15-02827)

Planner Francisco Astorga introduced the owner, David Baglino, and Kevin Horn, the project architect. The HPB had visited the site prior to this meeting.

Planner Astorga stated that this item was before the HPB due to recent changes to the LMC that requires any material deconstruction to be reviewed by the Historic Preservation Board. He referred to Exhibit C in the Staff report, which was prepared by the property owner, showing photographs justifying the removal of the non-historic material. Planner Astorga thought the Staff report was helpful in adding context to Exhibit C. In conjunction with the submittals in Exhibit C, the applicant had also prepared the required Historic Preservation Plan and the Physical Conditions Report. Planner Astorga explained that the Physical Conditions Report identifies what is there and the condition it is in. The HPB considers that specific component and further indicates whether it can be repaired or if it needs to be replaced, and whether or not it is historic.

Planner Astorga stated that the entire Historic District Design Review was also included in the Staff report. Before the Staff can move forward with the HDDR, the Board needs to determine whether the non-historic material can be removed. Planner Astorga pointed out that the Board should not focus on the addition and what could occur in the future. They should only focus on the existing guidelines

# Exhibit 3

Maureen Moriarty  
1259 Norfolk Avenue  
Park City, UT 84060  
Tel. (435) 901-8919

July 26, 2016

Historic Preservation Board  
c/o Hannah Turpen  
Planner, Park City Planning Department  
445 Marsac Avenue | Po Box 1480  
Park City, UT 84060

Regarding: Determination of Significance for 1259 Norfolk Avenue

We appreciate the opportunity to readdress the Historic Preservation Board and the Park City Planning Department regarding the historic significance of 1259 Norfolk Avenue. When we discussed this item at the public hearing on April 6, 2016, we agreed to bring additional information from the architect. Herein, we are including pictures and documentation provided to us from Peter Barnes, the architect for Rick and Janeth Kerr, the owners at the time of the new build out of this property.

We have included photographs and explanations from the build in 2002 that were provided to us. It is evident from the pictures, and discussion with the architect, that this property is in fact a replica and not a historic preservation.

We appreciate the Historic Preservation Board for preserving significant architecture for preservation for future generations, but our home does not qualify as one of those properties. We know this might be disappointing, but it is more important to preserve the integrity of historic preservation than it is to include properties that simply look the part.

Thank you for your time and efforts on behalf of the community.

Respectfully submitted,

Maureen Moriarty



Date of photo: 1/17/2002 House prior to the remodel in 2002

The 5 foot windows on the left and right sides of the front of the house and the window on the back right side are shown above. The panels that hold the windows left gaping holes in the siding and were not replaced when the property was newly built in 2002. The widows were a result of a remodel prior to 2002 and a majority of the original siding was removed at that time. Also, the right side of the house does not show a horizontal window.



Date of photo: 1/17/2002

The 5 foot windows on the left side of the house are shown. Also the enclosed porch on the left side of the house is shown. The enclosed porch was not a part of the original house, but was added some other time in the past. This was not replaced in the replica.





Date of photo: 7/11/2002 Removing half of the front panel of the house that includes the front door and left side window.



Date of photo: 7/11/2002 Right side panel

Contractor cut out the area where the new window would go prior to unstitching the side panel and then reinforced the widow area with 2x4s and plywood prior to moving it.





Date of photo: 7/11/2002

Front and side panels dismantled and on the ground on site, prior to the structure being demolished.



Date of photo: 7/11/2002 Front portion of the house prior to demolition, which included the roof, porch, steps, and interior walls. This portion of the house is presumed to be a part of the original structure, but it was not retained for the replication.





Date of photo: 7/11/2002 Front side of demolition of the roof, porch, internal structure, foundation, and steps.



Date of photo: 7/11/2002 Back side of the demolition of the structure.





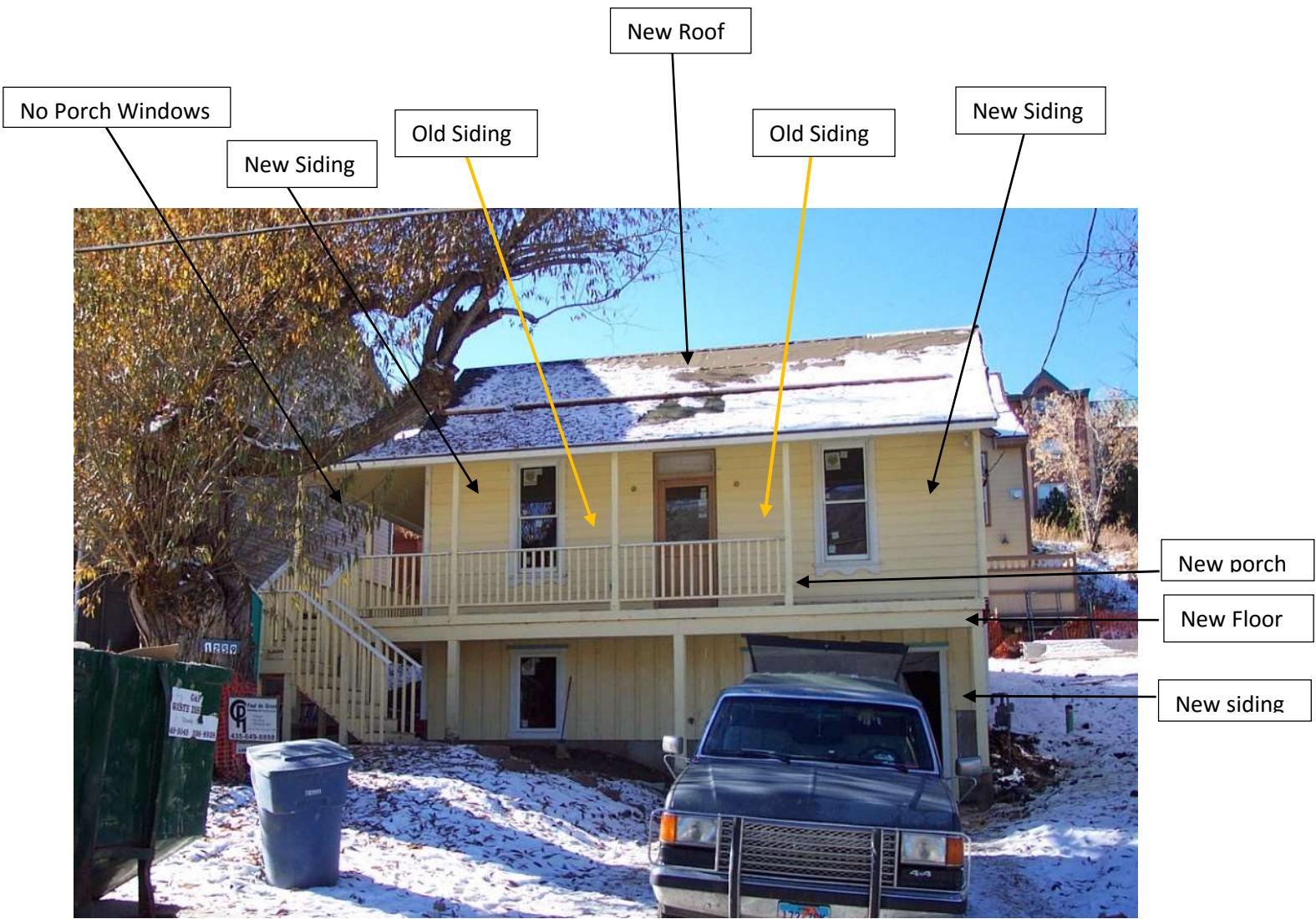
Date of photo: 8/23/2002 New building

The structure is on a new building site, including the addition of a foundation and all new materials.

Note: The roof is new, the internal walls are new, the floor is new, the support beams are new, and the walls of the structure, with little exception, are new. The right side panel has been stitched back into the structure. The builder, Paul deGroot, had a wood shop at the time of the build job and he replicated the wood siding in his shop to patch the holes where the five foot widows were removed. This can be seen on the property where there are joints in the wood. All areas where the wood was replaced are new siding made to look old. The homeowner at the time chose to keep the character of the house the same and to replicate the look. Historic materials are minimal.



Date of photo: 8/23/2002 Front of the new building. Shows the limited historic siding remaining on site.



Date of photo 11/4/2002 Completed property

According to the architect, the homeowners chose to keep the feel and nostalgia of the property. The structure and historic materials are not significant.





## Historic Preservation Board Staff Report

**Subject:** LMC Amendment – Building Height- Roof Pitch  
**Author:** Anya Grahn, Historic Preservation Planner  
Hannah Turpen, Planner  
Bruce Erickson, AICP, Planning Director  
**Date:** August 3, 2016  
**Type of Item:** Legislative – LMC Amendment

### Summary Recommendations

Staff recommends that the Historic Preservation Board review the proposed amendments to the Land Management Code for Chapters 15-2.1-5(C), 15-2.2-5(C), and 15-2.3-6(C) as described in this staff report, open the public hearing, and consider forwarding a positive recommendation to the Planning Commission and City Council.

### Description

**Project Name:** LMC Amendment regarding Historic Preservation Board Purposes and Historic District or Historic Site Design Review  
**Applicant:** Planning Department  
**Proposal:** Revisions to the Land Management Code

### Reason for Review

Amendments to the Land Management Code (LMC) require Planning Commission recommendation and City Council adoption. The Historic Preservation Board (HPB) may also provide comments to City Council regarding LMC changes.

### Background Analysis

As staff has been reviewing and amending the Design Guidelines with the Historic Preservation Board, we have been focusing on compatibility and complementary design. In the past, the HPB has expressed concerns about modern-contemporary architecture for additions and new infill. Staff has found there is increasingly more pressure and demand for flat roofs, as well as rooftop decks in the Historic District. Each of these presents unique concerns and challenges to our historic district.

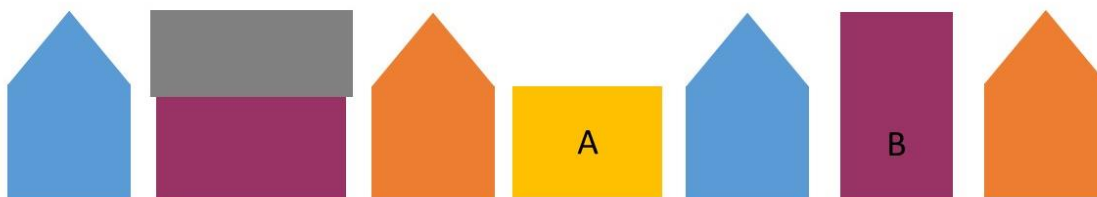
### ***Flat Roofs***

In 2009, staff brought forward LMC amendments to City Council regarding the criteria for Steep Slope Conditional Use Permits (SS-CUP). While the discussion was focused on the review criteria for SS-CUP applications, the proposed LMC amendments included discussions of roof pitch. Staff had met with the Planning Commission and brought forward language requiring a 7:12 to 12:12 roof pitch. This roof pitch was established to be consistent with existing historic structures in order to promote compatible infill. City Council chose to also allow for flat roofs in the historic district so long as they were Green Roofs. The City Council packet is available [online](#) (page 32) as are the [minutes](#) (page 2).

Per the Land Management Code (LMC), the Historic Residential Low-Density (HRL), Historic Residential (HR-1), and Historic Residential (HR-2) state that the primary roof pitch must be between seven:twelve (7:12) and twelve:twelve (12:12); a Green Roof may be below the required 7:12 roof pitch as part of the primary roof design. The remaining historic zoning districts—Historic Residential Medium District (HRM) and Historic Recreation Commercial (HRC) do not provide requirements for roof forms.

Applicants who favor flat roofs argue that the flat roof reduces the overall volume and mass of the structure, compared to a gable roof, and provide much-needed ceiling height in upper stories. As currently written, the LMC allows flat and gable roofs to have the same height. A street-facing gable has less mass and bulk at the height of 27 feet above existing grade than the neighboring flat-roofed box at the same height. Staff finds that it would be better for the flat roof to be consistent with the neighboring wall heights to reduce its mass and bulk.

The image below illustrates this point. House A has less mass and relates more to the historic streetscape as it follows the pattern of neighboring wall heights; House B has more mass and bulk at the streetscape. This two-dimensional (2D) drawing assumes that the houses are all two stories and are not built to the maximum height of 27 feet.



***Discussion requested. Staff finds that wall height impacts the visual compatibility of flat roofs in the historic district. Does the HPB agree? If so, the HPB should direct staff to return to the HPB with proposed LMC amendments that incentivize sloped roofs over flat roofs.***

### **Rooftop Decks**

Staff finds that new infill largely uses flat roofs for rooftop balconies and decks. Decks are not defined by the LMC; however, the Dictionary of Architecture and Construction define them as:

1. The flooring of a building or other structure.
2. A flat open platform, as on a roof.
3. The structural surface to which a roof covering system is applied.
4. The top section of a mansard or curb roof when it is nearly flat.

Decks differ from porches, which are more consistent with the Design Guidelines. The LMC does not define a porch; however, the Dictionary of Architecture and Construction does. It defines it as:

1. An exterior structure that shelters a building entrance.
2. An exterior structure that extends along the outside of a building; usually roofed and generally open-sided, but may

*also be partially enclosed, screened, or glass-enclosed; it is often an addition to the main structure; also called a veranda, galerie, or piazza; if set within the building structure, it is said to be an integral porch.*

Porches are generally smaller than decks, located at an entrance to a house, and covered by a roof.

Staff finds that there is a growing trend to construct decks above living areas. These decks are not the primary roof form of the structure; however, they do consume a significant proportion of the overall roof. As houses step up or down the hillside, these decks become a series of outdoor living spaces. In addition to threatening neighbors' privacy and creating noise pollution, these spaces are not consistent with traditional patterns of development in Old Town. As green roofs are difficult to maintain, staff finds many are being converted to rooftop decks illegally without permits.

The Design Guidelines, as existing, provide limited direction on roof shapes and height. For new construction, the Guidelines say:

*#3. A style of architecture should be selected and all elevations of the building should be designed in a manner consistent with a contemporary interpretation of the chosen style. Stylistic elements should not simply be applied to the exterior. Styles that never appeared in Park City should be avoided. Styles that radically conflict with the character of Park City's Historic Sites should also be avoided.*

*B.1.4 Taller portions of buildings should be constructed so as to minimize obstruction of sunlight to adjacent yards and rooms.*

*B.1.5 New buildings should not be significantly taller or shorter than surrounding historic buildings.*

*B.1.6 Windows, balconies and decks should be located in order to respect the existing conditions of neighboring properties*

*B.2.2 Roofs of new buildings should be visually compatible with the roof shapes and orientation of surrounding Historic Sites.*

*B.2.3 Roof pitch should be consistent with the style of architecture chosen for the structure and with the surrounding Historic Sites.*

*B.2.4 Roofs should be designed to minimize snow shedding onto adjacent properties and/or pedestrian paths.*

Flat roofs are called out on page 47 of the Design Guidelines as a typical roof form seen in the Historic Districts; however, staff finds that flat roofs were generally limited to historic commercial structures. There are cases when a historic shed addition to a house has a roof pitch of less than 7:12 or may even appear to be flat; however, these shallow-pitched roofs are not the primary roof form of historic residential structures.

To solve the issue of incompatible flat roofs and significant usage of rooftop decks, staff proposes the following amendments to the Land Management Code (LMC):

- A flat roof may be the primary roof structure only if it is a green roof. Hot tubs, outdoor cooking areas, or heated seating areas are not allowed on Green Roofs.
- Decks over enclosed living space are roofs. These roofs may not be part of the primary roof structure and may not exceed 30% of the total roof area for the structure.
- Decks may not be above the second level of the structure.
- Decks over garages are permitted for up to one floor level above Existing Grade.

Staff requests that the Historic Preservation Board review and provide input on the following proposed Land Management Code (LMC) changes. As the Historic Residential Low-Density (HRL), Historic Residential (HR-1), and Historic Residential (HR-2) all share the same roof pitch requirements, staff has chosen to only include our revisions for the HRL District below; however, the amendments to all three sections are outlined in the attached ordinance.

Staff is proposing the following revisions:

**15-2.1 Historic Residential-Low Density (HRL) District: 15-2.1-5 Building Height**

**C. ROOF PITCH.** The primary roof pitch must be between seven:twelve (7:12) and twelve:twelve (12:12). A Green Roof may be below the required 7:12 roof pitch as part of the primary roof design. In addition, a roof that is not part of the primary roof design may be below the required 7:12 roof pitch.

1. A Structure containing a flat roof shall have a maximum height of thirty-five feet (35') measured from the lowest floor plan to the highest wall top plate that supports the ceiling joists or roof rafters. The height of the green roof, including the parapets, railing, or similar features shall not exceed twenty-four inches (24") above the highest top plate mentioned above.
2. No more than 30% of the total roof area of the structure may contain a deck. Decks over enclosed living quarters are considered flat roofs and are not permitted above the second level of the structure.
3. Green Roofs shall be vegetated. No hot tubs, outdoor cooking areas, or seating areas are permitted on Green Roofs.

**Process**

Amendments to the Land Management Code require Planning Commission recommendation and City Council adoption. City Council action may be appealed to a court of competent jurisdiction per LMC § 15-1-18.

**Department Review**

This report has been reviewed by the Legal Department.



**Notice**

Legal notice of a public hearing was posted in the required public spaces and public notice websites on July 6, 2016 and published in the Park Record July 9, 2016 per requirements of the Land Management Code.

**Public Input**

Public hearings are required to be conducted by the Planning Commission and City Council prior to adoption of Land Management Code amendments. No public input has been received at the time of this report. Staff has noticed this item for public hearing on August 3, 2016 with the HPB.

**Recommendation:**

The Planning Department requests the Historic Preservation Board open a public hearing, review the possible Land Management Code amendments, and forward a positive recommendation to the Planning Commission and City Council.

**Exhibits**

Exhibit A – Draft Ordinance

Exhibit A—Draft Ordinance  
**Ordinance No. 16-**

**AN ORDINANCE AMENDING THE LAND MANAGEMENT CODE OF PARK CITY, UTAH, AMENDING SECTION 15, CHAPTERS 2.1, 2.2, 2.3, AND 2.5 REGARDING ROOF PITCHES AND LIMITING THE USE OF FLAT ROOFS TO 25% OF THE TOTAL ROOF STRUCTURE**

WHEREAS, the Land Management Code was adopted by the City Council of Park City, Utah to promote the health, safety and welfare of the residents of Park City; and

WHEREAS, it is in the best interest of the community to periodically amend the Land Management Code to reflect the goals and objectives of the City Council and to align the Code with the Park City General Plan; and

WHEREAS, the City Council finds that the proposed changes to the Land Management Code are necessary to supplement existing zoning regulations to protect Historic structures and the economic investment by owners of similarly situated property (currently Historic); and

WHEREAS, Park City was originally developed as a mining community and much of the City's unique cultural identity is based on the historic character of its mining era buildings; and

WHEREAS, these buildings are among the City's most important cultural, educational, and economic assets;

WHEREAS, individual members of the Historic Preservation Board, ("HPB") the official body to review matters concerning the design of buildings within the City;

WHEREAS, the pending amendments to the Land Management Code ("LMC") and the Historic District Guidelines and any revisions to the Historic Building Inventory are expected to be completed within the next six months;

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

SECTION 1. AMENDMENTS TO TITLE 15- LAND MANAGEMENT CODE  
CHAPTER 2.1 (Historic Residential-Low Density (HRL) District). The recitals above are incorporated herein as findings of fact. Chapter 2.1 of the Land Management Code of Park City is hereby amended as redlined (Exhibit A).

SECTION 2. AMENDMENTS TO TITLE 15- LAND MANAGEMENT CODE  
CHAPTER 2.2 (Historic Residential (HR-1) District). The recitals above are incorporated herein as findings of fact. Chapter 2.2 of the Land Management Code of Park City is hereby amended as redlined (Exhibit B).

SECTION 3. AMENDMENTS TO TITLE 15- LAND MANAGEMENT CODE  
CHAPTER 2.3 (Historic Residential (HR-2) District). The recitals above are incorporated  
herein as findings of fact. Chapter 2.3 of the Land Management Code of Park City is hereby  
amended as redlined (Exhibit C).

SECTION 4. EFFECTIVE DATE. This Ordinance shall be effective upon publication.

PASSED AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2016

PARK CITY MUNICIPAL CORPORATION

\_\_\_\_\_  
Jack Thomas, Mayor

Attest:

\_\_\_\_\_  
Michelle Kellogg, City Recorder

Approved as to form:

\_\_\_\_\_  
Mark Harrington, City Attorney

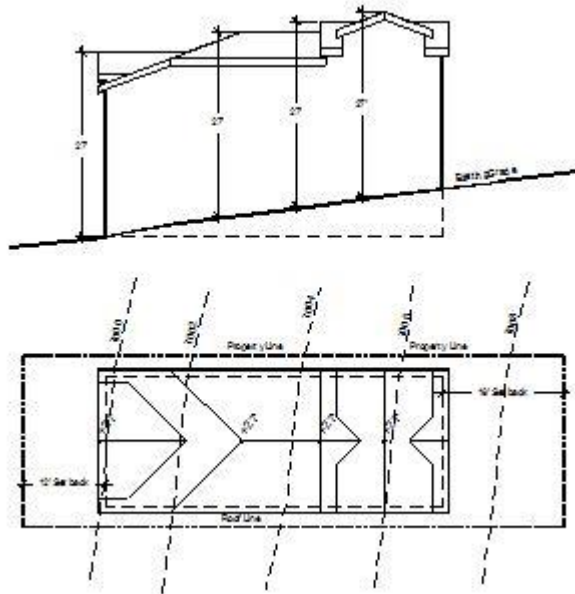
## **Exhibit A- Amendments To Title 15- Land Management Code Chapter 2.1 (Historic Residential-Low Density (HRL) District), Section 5 (Building Height)**

### **15-2.1-5 Building Height**

No Structure shall be erected to a height greater than twenty-seven feet (27') from Existing Grade. This is the Zone Height. Final Grade must be within four vertical feet (4') of Existing Grade around the periphery of the Structure, except for the placement of approved window wells, emergency egress, and a garage entrance. The following height requirement must be met:

- A. A Structure shall have a maximum height of thirty five feet (35') measured from the lowest floor plane to the point of the highest wall top plate that supports the ceiling joists or roof rafters.
- B. 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.
- C. **ROOF PITCH.** The primary roof pitch must be between seven:twelve (7:12) and twelve:twelve (12:12). A Green Roof may be below the required 7:12 roof pitch as part of the primary roof design. In addition, a roof that is not part of the primary roof design may be below the required 7:12 roof pitch.
  1. A Structure containing a flat roof shall have a maximum height of thirty-five feet (35') measured from the lowest floor plan to the highest wall top plate that supports the ceiling joists or roof rafters. The height of the green roof, including the parapets, railing, or similar features shall not exceed twenty four inches (24") above the highest top plate mentioned above.
  2. No more than 30% of the total roof area of the structure may contain a deck. Decks over enclosed living quarters are considered flat roofs and are not permitted above the second level of the structure.
  3. Green Roofs shall be vegetated. No hot tubs, outdoor cooking areas, or seating areas are permitted on Green Roofs.





**D. BUILDING HEIGHT EXCEPTIONS.** The following height exceptions apply:

1. Antennas, chimneys, flues, vents, or similar Structures, may extend up to five feet (5') above the highest point of the Building to comply with International Building Code (IBC) requirements.
2. Water towers, mechanical equipment, and associated Screening, when Screened or enclosed, may extend up to five feet (5') above the height of the Building.
3. **ELEVATOR ACCESS.** The Planning Director may allow additional height to allow for an elevator compliant with American Disability Act (ADA) standards. The Applicant must verify the following:
  - a. The proposed height exception is only for the Area of the elevator. No increase in square footage of the Building is being achieved.
  - b. The proposed option is the only feasible option for the elevator on the Site.
  - c. The proposed elevator and floor plans comply with the American Disability Act (ADA) standards.
4. **GARAGE ON DOWNHILL LOT.** The Planning Director may allow additional height on a downhill Lot to accommodate a single car garage in a tandem configuration. The depth of the garage may not exceed the minimum depth for an internal Parking Space as dimensioned within this Code, Section 15-3. Additional width may be utilized only to accommodate circulation and an ADA elevator. The additional height may not exceed thirty-five feet (35') from Existing Grade.

*Adopted by Ord. 00-15 on 3/2/2000*

*Amended by Ord. 06-56 on 7/27/2006*

*Amended by Ord. 09-10 on 3/5/2009*

*Amended by Ord. 09-14 on 4/9/2009*

*Amended by Ord. 09-40 on 11/5/2009*

*Amended by Ord. 13-48 on 11/21/2013*

## Exhibit B- Amendments To Title 15- Land Management Code Chapter 2.2 (Historic Residential (Hr-1) District), Section 5 (Building Height)

### 15-2.2-5 Building Height

No Structure shall be erected to a height greater than twenty-seven feet (27') from Existing Grade. This is the Zone Height. Final Grade must be within four vertical feet (4') of Existing Grade around the periphery of the Structure, except for the placement of approved window wells, emergency egress, and a garage entrance. The following height requirements must be met:

- A. 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.
- B. 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.
- C. **ROOF PITCH.** The primary roof pitch must be between seven:twelve (7:12) and twelve:twelve (12:12). A Green Roof may be below the required 7:12 roof pitch as part of the primary roof design. In addition, a roof that is not part of the primary roof design may be below the required 7:12 roof pitch.
  1. A Structure containing a flat roof shall have a maximum height of thirty five feet (35') measured from the lowest floor plane to the highest wall top plate that supports the ceiling joists or roof rafters. The height of the green roof, including parapets, railing, or similar features shall not exceed twenty four inches (24") above the highest top plate mentioned above.
  2. No more than 30% of the total roof area of the structure may contain a deck. Decks over enclosed living quarters are considered flat roofs and are not permitted above the second level of the structure.
  3. Green Roofs shall be vegetated. No hot tubs, outdoor cooking areas, or seating areas are permitted on Green Roofs.



## Exhibit C- Amendments To Title 15- Land Management Code Chapter 2.3 (Historic Residential (Hr-2) District), Section 6 (Building Height)

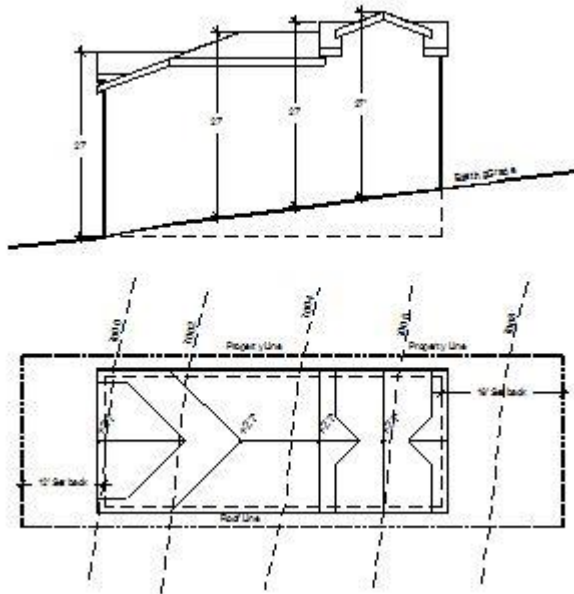
### 15-2.3-6 Building Height

No Structure shall be erected to a height greater than twenty-seven feet (27') from Existing Grade. This is the Zone Height.

Final Grade must be within four vertical feet (4') from Existing Grade around the periphery of the Structure, except for the placement of approved window wells, emergency egress, and a garage entrance. The Planning Commission may grant an exception to the Final Grade requirement as part of a Master Planned Development within Subzone A where Final Grade must accommodate zero lot line Setbacks. The following height requirements must be met:

- A. 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. The Planning Commission may grant an exception to this requirement as part of a Master Planned Development within Subzone A for the extension of below Grade subterranean HCB Commercial Uses.
- B. 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 Planning Commission may grant an exception to this requirement as part of a Master Planned Development within Subzone A consistent with MPD requirements of Section 15-6-5(F). The horizontal step shall take place at a maximum height of twenty three feet (23') from where 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.
- C. **ROOF PITCH.** The primary roof pitch must be between seven:twelve (7:12) and twelve:twelve (12:12). A Green Roof may be below the required 7:12 roof pitch as part of the primary roof design. In addition, a roof that is not part of the primary roof design may be below the required 7:12 roof pitch.
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3. **ELEVATOR ACCESS.** The Planning Director may allow additional height to allow for an elevator compliant with American Disability Act (ADA) standards. The Applicant must verify the following:
  - a. The proposed height exception is only for the Area of the elevator. No increase in square footage of the Building is being achieved.
  - b. The proposed option is the only feasible option for the elevator on the Site.
  - c. The proposed elevator and floor plans comply with the American Disability Act (ADA) standards.
4. **GARAGE ON DOWNHILL LOT.** The Planning Director may allow additional height on a downhill Lot to accommodate a single car garage in a tandem configuration. The depth of the garage may not exceed the minimum depth for an internal Parking Space as dimensioned within this Code, Section 15-3. Additional width may be utilized only to accommodate circulation and an ADA elevator. The additional height may not exceed thirty-five feet (35') from existing Grade.

*Adopted by Ord. 00-51 on 9/21/2000  
 Amended by Ord. 06-56 on 7/27/2006  
 Amended by Ord. 09-10 on 3/5/2009  
 Amended by Ord. 09-14 on 4/9/2009  
 Amended by Ord. 09-40 on 11/5/2009  
 Amended by Ord. 10-14 on 4/15/2010  
 Amended by Ord. 13-48 on 11/21/2013*



# Historic Preservation Board Staff Report



**Subject:** Design Guidelines  
**Author:** Anya Grahn, Historic Preservation Planner  
Hannah Turpen, Planner  
**Date:** August 3, 2016  
**Type of Item:** Regular Session  
**Project #:** GI-13-00222

## Summary Recommendations:

Staff has committed to routinely reviewing the existing Design Guidelines for Historic Districts and Historic Sites. Staff recommends that the Historic Preservation Board (HPB) take public comment on the proposed changes to the Park City's Design Guidelines for Historic Districts and Historic Sites; provide specific amendments to be made to the document if necessary; and continue the discussion to the September 7, 2016, HPB meeting.

## Background:

During the [January 6, 2016 HPB meeting](#), staff discussed the history of the City's preservation efforts, the purpose of the Design Guidelines and their role as a living document, as well as differences between Federal, State, and Local preservation regulations. Staff discussed that though our Design Guidelines are based on the Secretary of the Interior's Standards for Preservation, Rehabilitation, Restoration, and Reconstruction, the City does not enforce the Secretary of the Interior's Standards; we rely solely on the Design Guidelines. Our Design Guidelines identify four (4) treatment methods: Preservation, Rehabilitation, Restoration, and Reconstruction, which are often used in tandem depending on the condition of the structure and work to be completed. These items are defined on page 6 of the Design Guidelines.

Staff began reviewing the Design Guidelines with the HPB in December 2014. Staff met with the HPB to discuss a potential outline for Design Guideline changes in December 2014. Following this discussion, staff brought forward a work session regarding the treatment of historic structures to discuss panelization and reconstruction in February 2015. In September and October 2015, the HPB discussed compatibility of new additions. Staff also led a discussion with the HPB regarding character zones on October 7, 2015, and November 18, 2015. Starting in [January 2016](#) and going forward, staff will be reviewing the Design Guidelines with the HPB on a monthly basis. (Thus far, the Design Guidelines have only not been on the agenda for the April HPB meeting.)

Thus far, the HPB has reviewed amendments to the following sections:

- Universal Design Guidelines
- Site Design
- Primary Structures

- Additions to Primary Structures
- Historic Accessory Buildings
- New Accessory Buildings

In addition to the Historic Preservation Board meetings, staff has also begun holding lunchtime work sessions and office hours to engage the public in these Design Guideline revisions. The first of these workshops was held on March 16<sup>th</sup>; 13 professionals in the Design, Development, and Building Community attended the workshop. Staff has also developed a [webpage](#) in order to promote this work on the Design Guidelines. Staff anticipates future workshops as we begin to look at new infill design.

### **Analysis:**

#### **1. REVISIONS FROM THE JUNE 1ST HPB MEETING**

During the [June 1<sup>st</sup> HPB meeting](#), the HPB forwarded a positive recommendation for the following subsections for the Historic Residential Design Guidelines:

- Primary Structures
  - Exterior Walls
  - Foundation
  - Windows
  - Gutters & Downspouts
  - Chimneys & Stovepipes
  - Porches
  - Architectural Features
  - Mechanical Systems, Utility Systems, and Service Equipment
  - Paint & Color
- Additions to Primary Structures
  - Protection for Historic Structures and Sites
  - Transitional Elements
  - General Compatibility
  - Scenario 1: Basement Addition without a Garage
  - Scenario 2: Basement Addition with a Garage
  - Scenario 3: Attached Garages
  - Decks
  - Balconies & Roof Decks
- Historic Accessory Structures
- New Accessory Structures
- Sidebars
  - Compatibility & Complementary
  - Masonry Retaining Walls
  - Fencing
  - How to Case a Window
  - Why Preserving Original Windows is Recommended
  - Why Preserving Original Siding is Recommended

The HPB continued the subsection to Primary Structures—Roofing for a greater discussion on the use of wood roofs. During the [May 4<sup>th</sup> HPB meeting](#), the HPB also expressed interest in requiring the use of wood roof shingles on historic houses, rather than asphalt roof shingles or standing seam metal roofing.

On June 30, 2016, City Council adopted the 2006 Utah Wildland Urban Interface Code with amendments ([see page 356 of packet for staff report](#)). The objective of this code is to establish minimum building code regulations consistent with nationally recognized good practice for safeguarding of life and property. This includes reducing fuel for fires by creating separations between structures and the forest. This provision will impact the use of wood shake roofs.

Staff has met with the Building Department to discuss the use of wood roofs. The Building Department, utilizing the 2015 International Building Code (IBC) and the 2006 Utah Wildland Urban Interface Code, has found that cedar shake roofs may be permitted on some houses, but not all. Each house will have to be reviewed on a case-by-case basis to evaluate the wildfire hazard severity. This severity evaluation is based on the slope of the lot, existing vegetation, roofing materials, etc. There are going to be cases where a wood roof will not be approved by the Building Department due to this wildfire hazard severity rating. The Building Department has outlined this in greater detail in Exhibit A, and staff would again recommend that the following Guideline be incorporated into these revisions:

[A wood shingle roof is encouraged on the historic structure where feasible. Architectural shingles, or multi-tab shingles made of fiberglass or asphalt composition are encouraged over standing seam metal roofs on the historic structure. Metal roofs may be appropriate on those historic structures that historically had a metal roof.](#)

## 2. HISTORIC COMMERCIAL BUILDINGS DESIGN GUIDELINE REVISIONS UNIVERSAL DESIGN GUIDELINES

*Staff has reviewed the existing guidelines with the Secretary of the Interior's Standards. Staff has also made minor modifications for consistency, such as the use of the word "shall" over "should" and "structure" over "building." Staff recommends the following revisions to the Universal Design Guidelines:*

1. A site ~~should~~ shall be used as it was historically or shall be given a new use that requires minimal change to the distinctive materials, ~~and features,~~ spaces, and spatial relationships.
2. Changes to a site or building structure that have acquired historic significance in their own right ~~should~~ shall be retained and preserved.
3. ~~The~~ Historic exterior features of a building structure ~~should~~ shall be retained and preserved.
4. Distinctive materials, elements, finishes, construction techniques, and examples of craftsmanship ~~should~~ shall be retained and preserved. ~~Owners~~ Applicants are encouraged to reproduce missing historic elements that were original to the building structure but have been removed. Physical, ~~or~~ photographic, or documented evidence ~~should~~ shall be used to substantiate the reproduction of missing features. In some cases, where there is insufficient



evidence to allow for accurate reconstruction of lost historic elements, it may be appropriate to reproduce missing historic elements that are consistent with historic structures of similar design, age, and detailing.

5. Deteriorated or damaged historic features and elements ~~should~~ shall be repaired rather than replaced. ~~Where~~ When ~~the~~ severity of deterioration or existence of structural or material defects requires replacement, the replacement feature or element ~~should~~ shall match the original in design, dimension, texture, material, and finish. ~~The Applicants~~ must demonstrate the show severity of deterioration or existence of defects by ~~showing~~ demonstrating that the historic materials ~~are is~~ no longer safe and/or serviceable and cannot be repaired to a safe and/or serviceable condition.

6. Non-historic alterations that have been made to elements of a property, ~~such as~~ such as window replacements, ~~aluminum~~ eave enclosures, or porch element substitutions, that are in place prior to the adoption of these Design Guidelines may be maintained. However, if additional alterations to these elements are proposed ~~they those features~~ the elements must be brought into compliance with these Design Guidelines.

7. Each site ~~should~~ shall be recognized as a physical record of its time, place and use. ~~Owners Applicants are discouraged from~~ shall not introducing architectural elements or details that visually modify or alter the original building structure design when no evidence of such elements or details exists.

8. Chemical or physical treatments, if appropriate, ~~should~~ shall be undertaken using recognized preservation methods. Treatments that cause damage to historic materials ~~should~~ shall not be used. Treatments that sustain and protect, but do not alter appearance, are encouraged.

9. New construction, such as additions, exterior alterations, repairs, upgrades, etc., or related new construction should shall not destroy historic materials, features, and spatial relationships that characterize the historic site or building historic structure. New construction shall differentiate from the historic structure and, at the same time, be compatible with the historic structure in materials, features, size, scale and proportion, and massing to protect the integrity of the historic structure, the historic site, and the Historic District.

10. New additions and related new construction ~~should~~ shall be undertaken in such a manner that, if removed in the future, the essential form of the historic structure and the integrity of the historic property structure and site and its environment could be restored.

~~MSHS1~~. The proposed project must not cause the building structure, site, or Historic District to be removed from the National Register of Historic Places.

## SPECIFIC DESIGN GUIDELINES

### *Site Design*

*Staff has reviewed the existing design guidelines and those proposed for Historic Residential Structures in order to ensure consistency. The commercial core is significantly different than the residential neighborhoods and staff has added additional guidelines to emphasize the importance of the stepping alignment of storefronts, setbacks, and the relationship of buildings to the street. Previously, there had not been a section dedicated to street improvements such as landscaping, plazas, as well as paving and staff has added guidelines pertaining to this to help guide our Main Street improvements. Staff has geared these guidelines toward*

development facing Main Street; however, it may be beneficial to reference the “commercial core” instead. **HPB Discussion Requested.**

Staff is proposing the following revisions to the Design Guidelines:

### *Building Setback and Orientation*

Staff has found that historically, most commercial buildings were built to the property line or edge of sidewalk. The relationship between individual buildings stepped with the grade of Main Street, and this is an important characteristic that should be preserved and maintained. There are cases where new buildings were not designed to step with the grade, and the impact on the streetscape is evident.



*The new building at 525 Main Street (Main Street Deli) maintains the stepping effect, rhythm and pattern of storefront openings, and cornice of the storefront with its historic neighbor at 523 Main Street.*



*The 400 block of Main Street features this grouping of historic buildings. Note the common characteristics:*

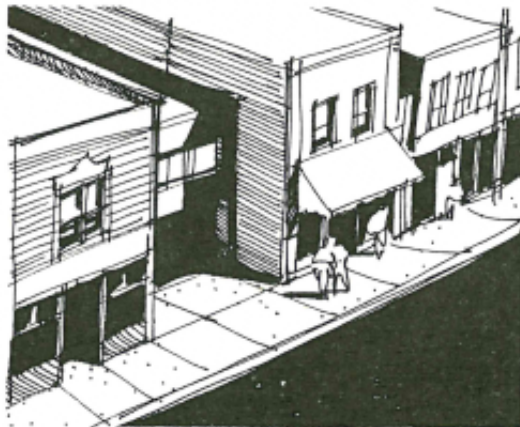
- *Buildings are built to the edge of the sidewalk*
- *The buildings step downhill with the grade changes*
- *There is a rhythm established by storefront windows and doors*



*This photograph shows the established pattern of buildings constructed to the sidewalk. Note on the left (west) side portion of the photos how the mass and scale of the buildings deviates as setbacks vary at the street front.*

*Staff recommends the following revisions to the Design Guidelines:*

**A.1.1 Maintain** The existing front and side yard setbacks of buildings shall be maintained. **MSHS2.** The alignment and setbacks of commercial properties are often different from residential, and are character-defining features that ~~should~~ shall be preserved.<sup>1</sup>

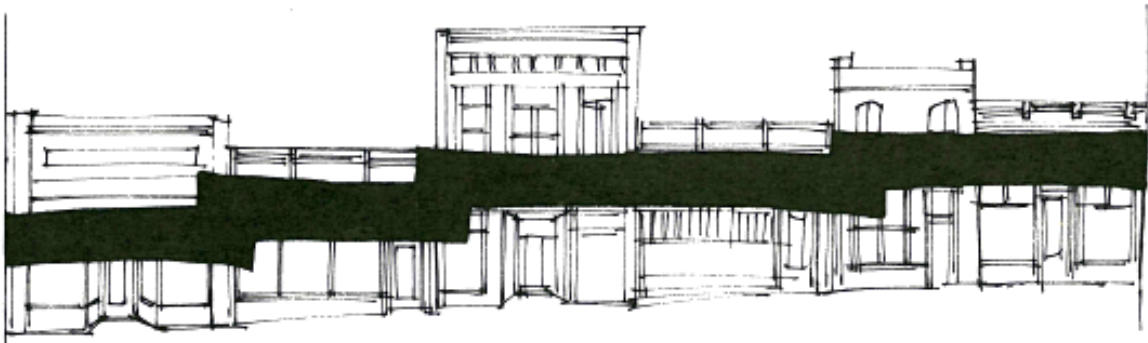


*Alignment at sidewalk edge not respected.*

**A.1.2. Preserve** The original location of the a main building entry, if extant, shall be preserved. **MSHS3. Traditional** The historic orientation ~~with of a the~~ primary entrance ~~should~~ shall be maintained.

The visual divisions of commercial buildings into storefront and upper stories, when present, shall be maintained.

<sup>1</sup>. Relocated from Specific Guidelines for Main Street National Register Historic District.



*Storefront renovations should preserve the stair-step line on the street.*

Residential buildings converted to non-residential use often have deeper setbacks and landscaped front yards; these shall be retained.

### *Topography and Grading*

A.5.8 Maintain the The natural topography and original grading of ~~the~~ a historic site shall be maintained when ~~and where~~ feasible.

### *Landscaping and Vegetation*

A.5.3 The historic character of ~~the~~ a historic site ~~should shall~~ not be significantly altered by substantially changing the proportion of built and/or paved area to open space.

A.5.1 Maintain Existing landscape features that contribute to the character of ~~the~~ a historic site and/or provide sustainability benefits should be preserved and maintained.

A.5.2 Incorporate landscape treatments for driveways, walkways, paths, building and accessory structures in a comprehensive, complimentary and integrated design.

~~A.5.3. The historic character of the site should not be significantly altered by substantially changing the proportion of built or paved area to open space.~~

A.5.4 Landscape plans should shall balance water-efficient irrigation methods, and drought-tolerant plants, and native plants materials with existing plant materials and site features that contribute to the historic significance character of the site.

Where irrigation is necessary, systems that minimize water loss, such as drip irrigation, shall be used. Xeriscape or permaculture strategies used to maximize water efficiency in landscape design shall be considered; these systems shall be designed to maintain the historic character of areas viewable from the primary public right-of-way.



Along public rights of way, landscaped areas, street trees, and seasonal plantings shall be designed to enhance the pedestrian experience, complement architectural features, and/or screen utility areas.

Installing plantings in areas like medians, divider strips, and traffic islands shall be considered.

Commercial properties typically have no setbacks along the principal façade. However, when front yard setbacks exist, landscaped areas (including patios) shall be of a small scale and design such that they do not disrupt the normal volume and flow of pedestrian traffic along the street.

### *Sidewalks, Plazas, and Other Street Improvements*

Currently, there are no design guidelines that specifically address street improvements. Staff has added the following Design Guidelines to be consistent with the streetscape improvements projects that began in 2013 on Main Street.



*This building at 558 Main Street was constructed in a residential form. The landscape boxes at the front of the building help connect the structure to Main Street without detracting from the historic structure. Also note the granite sidewalk patterning that was installed as part of the City's sidewalk improvements beginning in 2013.*



*New planters and benches in front of the Claimjumper building are simple in design.*

*Staff proposes the following revisions to the Design Guidelines:*



All streetscape elements should work together to create a coherent visual identity and public space. The visual cohesiveness and historic character of the area shall be maintained through the use of complementary materials.

Sidewalk bump outs reduce the distance required for pedestrians to cross streets. On long blocks, midblock crosswalks are recommended. Brick pavers, concrete pavers (sometimes brick-colored), and textured concrete or asphalt shall be used for crosswalks.

Using distinctive materials, such as bricks or pavers, to identify crosswalks at key intersections or crossings shall be considered. Crosswalk markings shall be clearly delineated without being obtrusive.

Street furniture, trash receptacles, bike racks, planters and other elements shall be simple in design and compatible with the appearance and scale of adjacent buildings and public spaces.

Existing plazas shall be maintained and well managed for daytime use, including landscaping, benches, trash receptacles and lighting.

Where new plazas are being considered, ensure that they are near pedestrian traffic, are well planned for intended uses, such as concerts or other events, and well designed for maintenance and durability.

Existing, alleys, staircases, and pedestrian tunnels shall be maintained where feasible.

## *Parking and Driveways*

### *C.1 Off-street parking*

A.5.2 The visual impacts of on-site parking (both surface lots and parking structures) shall be minimized by incorporating landscape treatments for driveways, walkways, paths, building and accessory structures in a comprehensive, complementary and integrated design.

A.5.7 Provide Landscaped separations, screening, and/or site walls shall be placed between parking areas, drives, and service areas, and other public-use areas including such as walkways, plazas, and vehicular access points.

C.1.3 When creating new off-street parking areas the existing topography of the building site and significant integral site features, such as mature landscaping and historic retaining walls, should shall be minimally impacted.

C.1.4 Off-street parking areas should shall be located within the rear yard and beyond the rear wall plane of the a primary building where feasible. C.1.2 If locating a parking area in the a rear yard is not physically possible, the off-street parking area and associated vehicles should shall be visually buffered from adjacent properties and the primary public right-of-way. Providing a driveway along the side yard of a property, if feasible, shall be considered.

C.2.1 When locating driveways, historic site features and the existing topography of the building site the property should shall be minimally impacted.

### *C.2 Driveways*

C.2.2 Ten (10) foot wide driveways are encouraged; however, new driveways should not exceed twelve (12) feet in width.

C.2.3 Shared driveways should be used when feasible.

Textured and poured paving materials other than smooth concrete should be considered for driveways that are visible from the primary public right-of-way. Permeable paving should be

used on a historic property, where appropriate, to manage storm water. Permeable paving may not be appropriate for all driveways and parking areas.

Paving up to a buildings oundation shall be avoided in order to reduce heat-island effect, building temperature, damage to the foundation, and drainage problems.

A.5.5 Landscape plans ~~should~~ shall allow for snow storage ~~from~~ for driveways. Snow storage for driveways ~~shoudl~~ shall be provided on site.

Parking structures and parking areas shall be located at the rear of a building to allow commercial use on the principal façade.

### PRIMARY STRUCTURES

*Again, staff went through the Historic Residential Design Guidelines that the HPB has already reviewed to ensure consistency. Staff has outlined specific changes, as necessary in the following subsections:*

#### Foundation

B.3.2 The original historic placement and orientation of the a historic builing ~~building~~ should shall be retained, as shall the original grade of the site.

Historic foundations shall not be covered with newer materials (e.g., concrete block, plywood panels, corrugated metal, or wood shingles). Masonry foundations shall be cleaned, repaired, or re-pointed according to masonry guidelines. Replacement of existing historic material is allowed only when it can be demonstrated that the historic material is no longer safe and/or serviceable and cannot be repaired to a safe and/or serviceable condition.

B.3.4 A new foundation ~~should~~ shall generally ~~not~~ raise or lower the a historic structure generally ~~no~~ more than two (2) feet from its original floor elevation. See D.4 for exceptions.

The form, material, and detailing of a new foundation wall shall be similar to the historic foundation (when extant) or similar to foundations of nearby historic structures.

The construction of a foundation at a height that is not proportional to neighboring historic structures is not appropriate. The height of a new foundation shall not be significantly taller or shorter than neighboring structures. A historic storefront shall not be significantly altered by lifting the historic structure for the construction of a new foundation.

A historic site shall be returned to original grade following construction of a foundation. When original grade cannot be achieved, generally no more than six (6) inches of the new foundation shall be visible above final grade on the primary and secondary façades.

The re-grading of a site shall blend the grade of the site with the grade of adjacent sites and shall not create the need for retaining walls.

A site shall be re-graded so that water drains away from the structure and does not enter the foundation.

Consider adding a plinth, or trim board, at the base of a historic structure to visually anchor the historic structure to the new foundation.

## Exterior Walls

**B.2.1** Primary and secondary façade elements, such as window/door configuration, wall planes, recesses, bays, balconies, steps, porches, and entryways ~~should~~ shall be preserved and maintained in their original location on the façade.

**B.2.2** Exterior historic elements including wood siding (drop siding, clapboard, board and batten), frieze boards, cornices, moldings, shingles, etc., as well as stone and masonry shall be preserved and maintained. Repair ~~Deteriorated~~ or damaged ~~façade historic exterior~~ elements shall be repaired using recognized preservation methods appropriate to the specific material.

**B.2.3** ~~If~~ When disassembly of a historic element—window, molding, bracket, etc.—is necessary for ~~its~~ restoration, recognized preservation procedures and methods for removal, documentation, repair, and reassembly ~~should~~ shall be used.

**B.2.4** ~~If~~ When an exterior historic ~~exterior~~ elements cannot be repaired, ~~they it should~~ shall be replaced with with an element that matches the original/original in all respects: material, dimension, ~~texture~~, profile, texture, and finish. The replacement of existing historic element ~~should be~~ is allowed only ~~after the applicant can show~~ when it can be demonstrated that the historic elements ~~are~~ is no longer safe and/or serviceable and cannot be repaired to a safe and/or serviceable condition.

**B.2.5** Substitute materials such as fiber cement or plastic-wood composite siding, shingles, and trim boards ~~should~~ shall not be used unless ~~they are~~ it is made of a minimum of 50% recycled and/or reclaimed materials. ~~In~~ Additionally, the applicant must show that the physical properties ~~of the substitute material~~—expansion/contraction rates, chemical composition, stability of color and texture, ~~and the~~ compressive or tensile strength—of the substitute material have been proven to not ~~to~~ damage or cause ~~the~~ deterioration of adjacent historic materials.

**B.2.6** Substitute materials ~~should~~ shall not be used on a primary or secondary façade unless the applicant can demonstrate that the ~~historic materials~~ cannot be used ~~(as stated in B.2.4 and B.2.5)~~ and that the substitute material will not cause damage to adjacent historic material or detract from the historic integrity of the structure.

The application of synthetic or substitute materials, such as vinyl or aluminum siding, over original wood siding may cause, conceal, or accelerate physical deterioration and is not appropriate. Removal of synthetic siding (aluminum, asbestos, Brick-TeX, and vinyl) that has been added to a building, followed by restoration of the historic wood siding (or other underlying historic material), is highly encouraged.

**B.2.7** Avoid Interior changes that affect the exterior appearance of primary and secondary façades, including changing original historic floor levels, ~~changing upper story~~ windows to doors or doors to widows, and ~~changing~~ porch roofs to balconies or decks, shall be avoided.

## Roofs

**B.1.1** Maintain the original Historic roof forms, as well as any functional and decorative elements. shall be preserved and maintained. Most commercial roof forms are flat, sloping, hipped or gable.

The line, pitch, and overhang of the historic roof form, as well as any functional and decorative elements, shall be preserved and maintained. Roof-related features such as parapet walls and cornices shall be maintained and preserved.

~~B.1.2~~ New roof features, such as photovoltaic panels (solar panels), ~~and/or~~ skylights, ~~ventilators, and mechanical and communication equipment should shall~~ be visually minimized when viewed from the primary public right-of-way so as not to compromise the architectural character of the building. ~~These Photovoltaic panels and skylights should shall~~ be flush-mounted to the roof.

~~B.1.3~~ ~~Avoid removing or obstructing historic building elements and materials when installing gutters and downspouts.~~

~~B.1.4~~ Roof colors ~~should shall~~ be neutral-colored and earth-toned, and muted and materials ~~should not be reflective.~~ Roof finish shall be matte and non-reflective.

Crickets, saddles, or other snow-guard devices shall be placed so they do not significantly alter the form of the roof as seen from the primary public right-of-way.

Dormers that did not exist historically shall not be added on a primary façade.

New dormers may be added on rear or secondary façades and shall be visually minimized from the primary public right-of-way. Gabled, hipped, or shed dormers are appropriate for most buildings and shall be in keeping with the character and scale of the building.

### Store Fronts

*Commercial buildings are characterized by historic storefronts. Large window panes, recessed entries, historically compatible doors, columns, and other details should be preserved and maintained. These details contribute to the character and historic integrity of Main Street. While staff has been successful in maintaining historic storefronts, staff found it was necessary to include a separate subsection in the Design Guidelines that specifically addressed the unique issues of storefronts.*



*The storefront windows on 515 Main Street have been altered.*



*Cisero's at 306 Main Street has largely maintained its historic façade.*

*Staff proposes the following Design Guideline Revisions:*

**B.2.4** Primary and secondary façade elements, such as window/door configuration, wall planes, recesses, bays, balconies, steps, porches, and entryways **should shall** be maintained in their original location on the façade.

~~B.4.1 Maintain historic door openings, doors, and door surrounds.~~

Historic storefront elements such as doors, windows, kick plates, bulkheads, transoms, ornamentation, cornices, pillars, pilasters and other character-defining features shall be preserved and maintained.

Historic storefronts and their character-defining elements shall not be covered with modern materials. Deteriorated or damaged storefronts or elements shall be repaired so that the storefront retains its historic appearance. Repairs should be made with in-kind materials, based on physical or documentary evidence, whenever possible.

Missing elements shall be replaced in keeping with size, scale, style and materials of the historic structure, and then only if there is little or no evidence of the original construction. In such cases, an alternative design that is compatible with the remaining character-defining features of the historic building may be considered.

Historic recessed entries, if in their original historic configuration, shall be preserved and maintained. If a historic recessed entry has been lost during a previous renovation, consider reconstructing, based on physical or documentary evidence, the historic entry. The replacement entry shall match the original in terms of design, materials and configuration.





*Maintain recessed entrances where they occur.*

Primary entrances to commercial buildings should be accessible to meet American Disabilities Act (ADA) requirements. If this is not possible, alternative entrances shall be available, clearly marked, and maintained to the same standards as the primary entrance.

Original doors shall be preserved and maintained. Replacement of non-historic doors shall be substantiated by documentary, physical, or pictorial evidence.

If no evidence of the historic door appearance is available, new doors should be similar in materials and configuration to historic doors on commercial buildings of similar period. Typically, painted wood doors with single or multiple lights of clear glass are appropriate replacements for primary facades. Replacement doors for econdary entrances may be smaller or may be solid wood. Dark or bronze-anodized metal, though less appropriate, may be substituted for wood in cases where the original door has been lost and no evidence of the original door exists.

The original storefront windows and window configuration shall be preserved and maintained if possible. If the storefront windows have been reduced in size over the years, re-establishing their original dimensions and configuration is encouraged.

Opaque, reflective, and mirror types of glass are not appropriate.

Transoms above display windows shall be preserved and maintained. When transoms are covered and original moldings and window frame proportions are concealed, or when transoms have been entirely removed, restoring the transom to its original appearance is encouraged.

#### *Doors (not included in Storefronts)*

*These guidelines have largely been reviewed for consistency with those outlined in the Historic Residential Design Guidelines. Again, staff finds that it is important to preserve historic doors on the façade, even when they are not used. There are several examples where doors have been preserved, though they no longer serve as an entrance to the building.*



*The Park City Historical Society & Museum, located at 526 Main Street has left the door and step in-tact. The door serves as an exhibit as the windows has been shielded with a historic photograph of skiers.*



*When Yuki Yama Sushi at 586 Main renovated their interior, this door was no longer functional. Rather than remove the door, it is simply covered from the interior.*

*Staff proposes the following revisions to the:*

**~~B.4.1 Maintain Historic~~ door openings, doors, ~~and~~ door surrounds, ~~and decorative door features~~ shall be preserved and maintained.**

**Historic door openings that are significant shall be restored to the historic period of restoration. On primary façades, in particular, consider reconstructing, based on physical or documentary evidence, historic doorways that no longer exist.**

**Changing the position, proportions, or dimensions of historic door openings shall be avoided. It is not appropriate to create additional openings or remove existing historic openings on primary or secondary façades that are visible from the primary public right-of-way.**

**~~B.4.2 New doors should~~ Replacement doors shall be allowed only ~~if the historic door cannot be repaired~~ when it can be shown that the historic doors are no longer safe and/or serviceable and cannot be repaired to a safe and/or serviceable condition. Replacement doors ~~should~~ shall exactly match the historic door in size, material, profile, and style.**

~~B.4.3 Storm doors and/or Screen doors typical of the Mining Era should not~~ may be used on primary or secondary façades ~~unless when~~ the applicant can show that they will not diminish the ~~integrity or significance~~ historic character of the ~~building structure~~. Storm doors are discouraged.

When no physical or documentary evidence of original doors exists, replacement doors typically shall be of wood, with or without glazing, and shall complement the style of the historic structure. When replacing non-historic doors, designs similar to those that were found historically in Park City shall be used. Paneled doors were typical and many had vertical panes of glass. Scalloped, Dutch, and colonial doors, as well as door sidelights are not appropriate on most primary and secondary façades.

New door openings may be considered on secondary façades. A new opening shall be similar in location, size, and type to those seen on the historic structure.

When a historic door opening on a primary façade is no longer functional, the door shall be retained and, if necessary, blocked on the interior side only. The door shall appear to be functional from the exterior.

#### *Windows (not included in Storefronts)*

*Here, too, staff reviewed the Design Guidelines for consistency with the Historic Residential Design Guidelines.*



*The windows on the second level of 309 Main Street have been preserved.*



The windows at 541 Main Street had been altered by the mid-1970s; however, they were restored during the c.1991 renovation.

Staff proposes the following revisions to the Design Guidelines:

**B.5.1 Maintain**-Historic window openings, windows, ~~and~~ window surrounds, and decorative window features shall be maintained and preserved.

Historic window openings that have been altered or lost over time shall be restored. On primary façades, in particular, consider reconstructing, based on physical or documentary evidence, historic window openings that no longer exist.

Changing the position, proportions, or dimensions of historic window openings shall be avoided. It is not appropriate to create additional openings or remove existing historic openings on primary or secondary façades that are visible from the primary public right-of-way.

The historic ratio of window openings to solid wall shall be maintained.

**B.5.2-**When historic windows are present, replacement windows ~~should~~ shall be allowed only if when it can be shown that the historic windows are no longer safe and serviceable and the historic windows cannot be made safe and serviceable through repair. Replacement windows ~~should~~ shall exactly match the historic window in size, dimensions, glazing pattern, depth, profile, and material.

The original number of glass panes in a historic window shall be maintained. Replacing multiple panes with a single pane is not appropriate. Snap-in muntins, or muntins between two sheets of glass are inappropriate as these simulated dividers lack depth and fail to show the effect of true divided glass panes.

Replacing an operable window with a fixed window is inappropriate.

New window openings may be considered on secondary façades but only when placed beyond the midpoint. New window openings shall be similar in location, size, scale, type, and glazing pattern to those seen on the historic structure.

When no physical or documentary evidence of original windows exists, replacement windows typically shall be of wood and shall complement the style of the historic structure.

When replacing non-historic windows, designs similar to those found historically in Park City shall be used.

Aluminum-clad wood windows are appropriate on non-historic additions or foundation-level windows. Vinyl and aluminum windows are inappropriate.

New glazing shall match the visual appearance of historic glazing and/or be clear. Metallic, frosted, tinted, stained, textured and reflective finishes are generally inappropriate for glazing on the primary façade of the historic structure.

It is generally inappropriate to modify windows on the primary façade to accommodate interior changes. When a window opening is no longer functional on a primary or secondary façade visible from the primary public right-of-way, the glazing shall be retained and the window opening shall be screened or shuttered on the interior side. The window shall appear to be functional from the exterior.

~~B.5.3~~ Storm windows ~~should~~ shall be installed on the interior. ~~If~~ When interior installation is ~~not~~ infeasible, the materials, style, and dimensions of exterior wood storm windows ~~dimensions should~~ shall match or complement the historic window dimensions in order to minimize their visual impact ~~conceal their presence~~. Exterior storm window frames ~~should~~ shall be set within the window opening and attach to the exterior sash stop.

### *Gutters & Downspouts*

*The existing Design Guidelines do not have a section dedicated to Gutters & Downspouts. Staff recommends that a section is added to address such. Staff proposes the following additions to the Design Guidelines for gutters and downspouts:*

~~B.1.3~~ Avoid Removing or obstructing a historic building structure's elements and materials when installing gutters and downspouts shall be avoided.<sup>2</sup>

When new gutters are needed, the most appropriate design for hanging gutters is half round. Downspouts shall be located away from architectural features and shall be visually minimized when viewed from the primary public right-of-way.

Water from gutters and downspouts shall drain away from the historic structure.

### *Historic Balconies/Porticos*

Land Management Code (LMC) 15-2-6-3(D) dictates that no balcony be erected, enlarged, or altered over the public pedestrian Right-of-Way without the advance approval of City Council. Balconies are required to provide a minimum 10 foot vertical clearance from the sidewalk and property owners are required to enter into an encroachment agreement with the City Engineer for the balcony extending over the City right-of-way. Should a property owner wish to reconstruct a lost balcony, the balcony design and placement would need to be approved by City Council prior to any approvals.

*Staff finds that the majority of balconies on Main Street are not historic; however, in many cases, it would be beneficial to reconstruct a lost balcony based on physical and documentary evidence.*





*This building at 461-463 Main Street originally had a balcony across its Main Street façade. The balcony was lost prior to 1941.*

*Staff proposes the following revisions to the Design Guidelines:*

Historic balconies, porticos, and their railings and decorative architectural features shall be maintained and preserved.

Restoring historic balconies and porticos that have been altered or lost over time is encouraged. On primary façades, in particular, consider reconstructing, based on physical or documentary evidence, historic balconies and porticos that no longer exist.

Changing the position, proportions, or dimensions of historic balconies or porticos shall be avoided.

Substitute decking materials such as fiber cement or plastic-wood composite floor boards shall not be used unless they are made of 50% recycled and/or reclaimed material. Additionally, the applicant must show that the physical properties—expansion/contraction rates, chemical composition, stability of color and texture, compressive or tensile strength—of the substitute material have been proven to not damage or cause the deterioration of adjacent historic material.

Any alteration to drainage on an existing balcony shall be reviewed by the City Engineer.

#### *Decks, Fire Escapes, and Exterior Staircases*

*This is a new section that was not specifically addressed in the 2009 Design Guidelines. Decks, Fire Escapes, and Exterior Staircases are generally located in back alleys, along Swede Alley facades, or in other inconspicuous locations. As more housing and secondary uses are introduced on upper levels of Main Street buildings, there will be greater demand for these elements and staff wants to ensure these elements continue to be constructed in inconspicuous locations.*



*Stairway/fire escape to the south of the Egyptian Theatre on Swede Alley.*



*This stairway is installed on the outside of the historic Elks Lodge (550 Main Street) on the Sweede Alley Façade.*

*Staff proposes the following revisions to the Design Guidelines:*

New decks, fire escapes, and exterior staircases shall be constructed in inconspicuous areas where visually minimized from the primary public right-of-way, usually on the rear facade. These features shall be located such that they will not damage or conceal significant historic features or details of the historic structure.

The visual impact of a deck, fire escape, or exterior staircase shall be minimized by limiting its size and scale. Introducing a deck, fire escape, or exterior staircase that visually detracts from a historic structure or historic site, or substantially alters a historic site's proportion of built area to open space is not appropriate.

Introducing a deck, fire escape, or staircase that will result in the loss of a character-defining feature of the historic structure or site, such as a historic porch, shall be avoided.

In order to prevent damage to a historic structure, decks, fire escapes, and exterior staircases shall be constructed to be self-supporting. If a deck cannot be constructed to be

self-supporting, the deck shall be attached to a historic building with care such that loss of historic material is minimized.

Decks, fire escapes, and related exterior steps and railings should be constructed of materials and in styles that are compatible with the historic building.

Decking materials such as fiber cement or plastic-wood composite floor boards shall not be used unless they are made of a minimum of 50% recycled and/or reclaimed material.

### *Chimney and Stovepipes*

Historic chimneys and their decorative features are important character-defining features of historic buildings and shall be preserved and maintained..

Historic stovepipes shall be maintained and repaired when possible. When partial or full replacement of a historic stovepipe is required, new materials shall have a matte, non-metallic finish.

Repairs to chimneys shall be made so as to retain historic materials and design. The replacement of existing historic material is allowed only when it can be shown that the historic material is no longer safe and/or serviceable and cannot be repaired to a safe and/or serviceable condition. Ornamental features such as corbelling and brick patterning shall be preserved and maintained.

Chimneys shall not be covered with non-historic materials.

New chimneys and stovepipes shall be of a size, scale, and design that are appropriate to the character and style of the historic building. New chimneys and stovepipes shall be visually minimized when viewed from primary public right-of-way and shall be appropriate to the character and style of the historic building.

### *Architectural Features*

Architectural features such as eaves, brackets, cornices, moldings, trim work, and decorative shingles shall be preserved and maintained.

Historic architectural features shall be repaired rather than replaced. Replacement architectural features are allowed only when it can be shown that the historic features are no longer safe and/or serviceable and cannot be repaired to a safe and/or serviceable condition. Replacement features shall exactly match the historic features in design, size, dimension, form, profile, texture, material and finish.

Architectural features may be added to a historic structure when accurately based on physical or photographic evidence (e.g. 'ghost' lines).

### *Mechanical Equipment, Communications, and Service Areas*

*Screening mechanical equipment is especially important for businesses along Main Street. Many have opted for rooftop mechanical equipment, which, at times, can be difficult to screen because of its placement. Some have developed creative screening solutions that detracts from the adjacent historic building.*



*These electrical meters adjacent to 501 Main Street are highly visible and not shielded.*



*The mechanical equipment behind the Post Office is also not shielded.*



*Mechanical equipment at 508 Main Street was installed on the shed roof of the garage and wrapped with the black fencing that shields it from view.*





At 562 Main Street, the utility box was painted to match the siding. Trees and shrubs will mature to cover this utility box further.

Staff recommends the following Design Guideline revisions:

**B.6.1** Mechanical ~~equipment~~ and/or ~~utilities~~ utility equipment, including heating and air conditioning units, meters, and exposed pipes, ~~should~~ shall be located on the rear façade or another inconspicuous location. ~~(except as noted in B.1.2)~~ If located on a secondary façade, the visual impact of mechanical and/or utility equipment shall be minimized by or incorporated into it as an element of the building or landscape design.

**B.6.2** Ground-level equipment ~~should~~ shall be screened from view using landscape elements such as fences, low stone walls, or perennial plant materials.

Roof-mounted mechanical and/or utility equipment shall be screened and visually minimized from all views.

Low-profile rooftop mechanical units and elevator penthouses that are not visible from the primary public right-of-way shall be used. If this is not possible, rooftop equipment shall be set back or screened from all views. Placement of rooftop equipment shall be sensitive to views from upper floors of neighboring buildings.

~~B.6.3 Avoid removing or obstructing historic building elements when installing systems and equipment. Historic elements shall not be removed or obstructed when installing mechanical systems and equipment.~~

**B.6.4** ~~Contemporary~~ New communications equipment such as satellite dishes or antennae ~~should~~ shall be visually minimized when viewed from the primary public right-of-way.

**B.2.17** Loading docks ~~should~~ shall be located and designed in order to minimize their visual impact.<sup>2</sup>

Service equipment and trash containers shall be screened. Solid wood or masonry partitions or hedges shall be used to enclose trash areas.

### *Paint and Color*

Paint color is not regulated by the Design Guidelines.

<sup>2</sup> Relocated from Design Guidelines for New Construction.



When painting a historic structure, colors that are in keeping with the structure's style and period should be considered. Along with material and physical differentiation, painting an addition to a historic structure a color different than the historic structure to visually differentiate the addition should be considered.

~~B.7.1~~ Original materials such as brick and stone that ~~are were~~ traditionally left unpainted ~~should shall~~ not be painted. Materials, such as wood, that ~~are were~~ traditionally painted ~~should shall~~ have an opaque, rather than transparent, finish.

~~B.7.2~~ A rustic, bare-wood look is generally not appropriate on historic commercial structures, but may be appropriate on accessory structures. A transparent or translucent ~~Provide a~~ weather-protective finish shall be applied to wood surfaces that were not historically painted.

~~B.7.3~~ ~~When possible,~~ Low-VOC (volatile organic compound) paints and finishes should be used when possible.

## ADDITIONS TO PRIMARY STRUCTURES

### *Protection of Historic Sites and Structures*

~~D.1.1~~ Additions to historic ~~buildings buildings~~ should be considered ~~only after it has been only after it has been~~ demonstrated ~~by the owner/applicant~~ that the proposed new use cannot be accommodated solely by ~~solely~~ altering interior spaces.

Additions to historic buildings shall be considered with caution and shall be considered only on non-character-defining façades, usually rear and occasionally side façades. Additions shall not compromise the architectural integrity of historic structures. Additions to the primary façades of historic structures are not appropriate.

~~D.1.2~~ Additions should be visually subordinate to historic ~~buildings buildings~~ when viewed from the primary public right-of-way.

~~D.1.3~~ ~~Additions should not obscure or contribute significantly to the loss of historic materials.~~ Additions to historic structures shall not be placed so as to significantly affect the integrity of historic roof forms.

Additions to historic structures shall not contribute significantly to the removal or loss of historic material.

~~D.1.5~~ ~~Retain~~ Additions to historic structures that ~~have achieved historic significance in their own right are significant to the era/period to which the structure is being restored shall be preserved and maintained.~~

### *General Compatibility*

*Staff finds that the current design guidelines do not provide sufficient guidance to ensure that additions and infill development are compatible and contribute to the National Register district. Staff finds that new infill development is as important as the historic resources that make up the district. It is important that commercial additions and infill development maintain established patterns found along Main Street, such as setbacks, rhythm of solids-to-voids, storefronts, etc.*



*The Main Street Mall at 333 Main Street does not follow the rhythm established by typical 25 to 50 foot facades along Main Street. As a result, the mass and scale of the building appears much larger than adjacent historic buildings.*



*The Riverhorse addition to 540 Main Street is setback slightly from the historic building. Further the façade of the new addition is significantly different than the façade of the historic structure at 540 Main Street, helping it to read as its own building.*

*More structures are being constructed on larger lot combinations or replacing larger developments, such as the Main Street Mall. Staff finds that there needs to be greater direction in the Design Guidelines to require that the width of the façade is broken up to reflect the scale of Main Street. Staff has revised the Design Guidelines to limit façade widths to 50 feet. Staff recommends the following Design Guideline revisions and **HPB Discussion is requested:***

**D.2.1** Additions should shall complement the visual and physical qualities of the historic building structure. An addition shall not be designed to be a copy of the existing style or imply an earlier period or more ornate style than that of the historic structure.

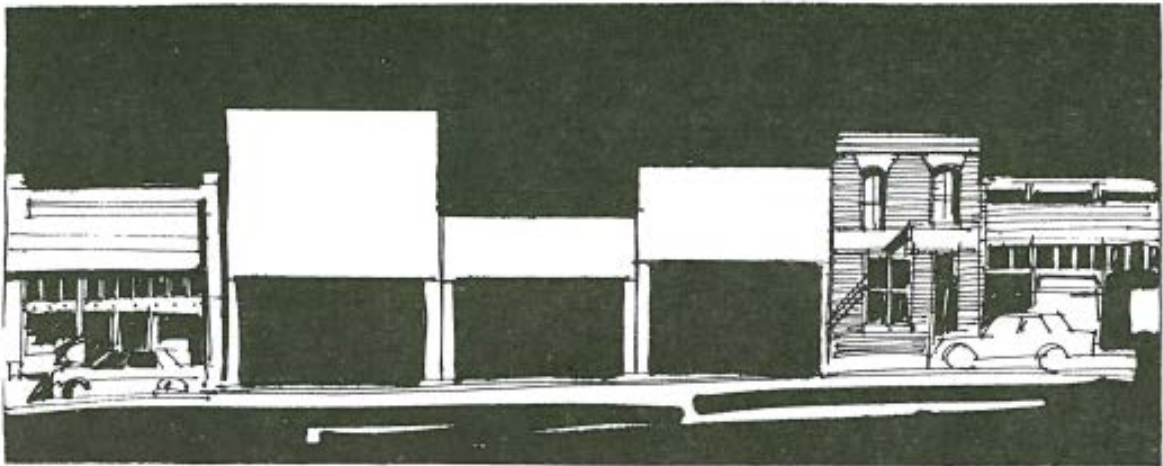
An addition shall be a contemporary interpretation of the historic structure's architecture style. The addition shall not be designed to contrast starkly with the historic structure; an acceptable design shall be compatible in mass, scale, fenestration pattern and size, storefront design, and design details. The addition shall not detract from the streetscape and/or structure's historic character.

Primary façades of an addition shall not be greater in height than the primary historic façade in order to decrease the bulk and mass of the new addition and to preserve the established mass and scale of the streetscape.

The rhythm established by the repetition of the traditional 25-foot façade widths shall be maintained; these dimensions, when repeated along the street, create a strong pattern that contributes to the visual continuity of the streetscape.

When new additions are to be wider than the traditional twenty-five (25) feet, the façade shall be divided into portions that reflect this pattern. The rhythm of façade widths shall be maintained in additions, especially for projects that extend over several lots, by changing materials, patterns, reveals, building setbacks, façade portions, or by using design elements such as columns or pilasters.

No more than fifty (50) feet in width of street front may have the same façade height. On large projects (more than two lots) building heights shall be varied by creating setbacks in the façade, by stepping back upper stories, and by building decks and balconies when it is appropriate to the design.



*Variety of building heights respected in this infill scheme.*

New additions shall incorporate character-defining features of historic commercial buildings such as the division of the façade into zones (storefront and upper stories), cornice treatment, pronounced entry, and other articulation.

~~D.2.2 Building Components and materials used on additions should be similar in scale and size to those found on the original building-historic structure.~~

~~D.2.3 Window shapes, patterns and proportions found on the historic building should be reflected in the new addition.~~

Proportions and established patterns of historic upper story windows shall be maintained. On additions, upper floors shall incorporate traditional, vertically proportioned window openings within a more solid wall than lower floors. Windows similar in size and shape to those used historically shall be used in order to maintain the façade pattern of the streetscape. It is generally appropriate for the solid-to-void ratio of structures to be two-thirds (2/3), except for storefronts that feature more glass.

The solid-to-void relationship of an addition shall be compatible with the historic structure. The proportions of window and door openings shall be similar to historic structures. Large expanses of glass, either vertical or horizontal, are generally inappropriate on commercial

structures. Oversized doors that would create a 'grand entry' are also inappropriate. Smaller windows with simple window frames are recommended for additions.

Windows, doors and other features on a new addition shall be designed to be compatible with the historic structure and surrounding historic sites. Windows, doors and other openings shall be of sizes and proportions similar to those found on nearby historic structures. When using new window patterns and designs, those elements shall respect the typical historic character and proportions of windows on the primary historic structure.

Generally, the height of the window opening shall be two (2) times the dimension of the width. In some cases, it may be appropriate to use square windows. Additional glazing can be accommodated using transoms.

Roofs shall be designed to be in character with those seen historically. Simple roof forms—flat, gable, shed—are appropriate. On large projects the use of a variety of these simple roof forms is encouraged.

Roofs shall appear similar in scale to those seen historically. On larger additions, the use of parapet walls, changes in roof height, and changes in material shall be used to express modules.

Original exterior walls shall be kept intact and existing openings shall be used for connecting an addition to the original structure when feasible.

### *Transitional Elements*

*Transitional elements on commercial buildings differ from those seen on residential buildings. Due to the 0 foot setbacks, it often does not make sense to include a transitional element because the transition is not visible from the side elevations. In other cases, a small transition is appropriate because the seam between the historic building and its addition is visible from the rights-of-way.*



*562 Main Street's side elevation faces a pedestrian right-of-way. The applicant provided a small transition to visually separate the new addition from the historic building.*





*The addition on the Frank Andrews Building at 442 Main is not visible from a primary public right-of-way as the seam between the historic building and its addition is concealed by the adjacent Post Office building. In this case, no transitional element was necessary and the addition is differentiated from the historic with new materials.*

*Staff recommends the following revisions to the Design Guidelines:*

**D.1.4** Where ~~the~~ a new addition abuts ~~the~~ a historic building structure, a clear well-defined transitional element shall be designed and constructed between ~~the old~~ the historic structure and the new ~~should~~ addition. Minor additions, such as bay windows or dormers, do not require a transitional element.

In some cases, a transitional element may not be necessary if the new addition is visually differentiated from the historic structure, as viewed from the primary public right-of-way, through a shift in wall plane, a change in material or pattern, , or by using other design elements.

**D.2.5** In-line additions ~~shall be avoided.~~<sup>4</sup> may be appropriate when the joint between the historic structure and the new addition is not visible from the primary public right-of-way. A transitional element is required if the joint between the historic structure and the new addition is visible from the primary public right-of-way and the addition is similar in design to the historic structure.

If the new addition is in the same wall plane as the historic structure and also abuts a primary public right-of-way, a transitional element is required.

At a minimum, the transitional element shall be two (2) feet in width.

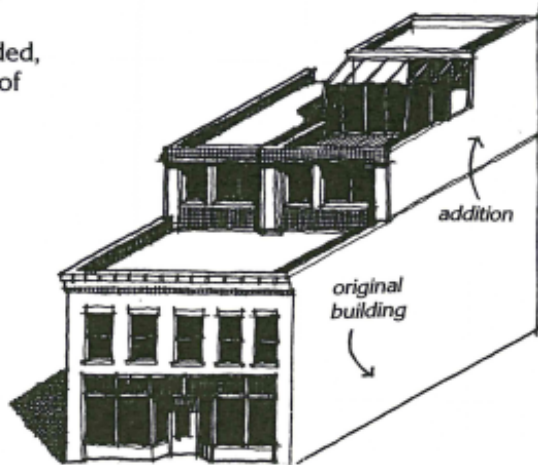
The highest point of the transitional element shall be a minimum of two (2) feet lower than the highest roof plate of the historic structure.

### **Scenario 1: Rooftop Additions**

*Staff finds that the existing section on Rooftop Additions only addresses flat roofed buildings, not other roof forms. Additionally, the Design Guidelines do not provide clear direction for ensuring that rooftop additions are not overly visible from the primary right-of-way or consume the historic structure.*



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*New levels added to historic buildings should be stepped back to preserve the scale of the facades. (See also guideline # 22.)*



*This is an inline addition. Only a change in materials and framing differentiate the rooftop addition on the back of the historic Utah Power and Light Building at 508 Main Street.*



*The rooftop addition at No Name at 447 Main Street meets the intent of the Design Guidelines. Because it is setback substantially from the front façade, the addition is not visible from the primary right-of-way, Main Street.*

*Staff proposes the following revisions to the Design Guidelines:*

**MSHS6.** Rooftop additions may be allowed, however, they **should shall generally** not exceed one story in height above the existing wall plate of the historic building structure and should be set back from the primary façade so that they are not visible from the primary public right-of-way. See the section titled ~~Additions to Historic Buildings~~ for further guidance.

Rooftop additions shall not be visible from the primary public right-of-way. The addition shall be recessed from the primary, character-defining façade to preserve the perception of the historic scale, height, and façade of the historic structure.

The rooftop addition shall be recessed from the façade to a distance that is at least equal to the height of the historic façade or beyond the midpoint of the structure to ensure that the rooftop addition is minimally visible from the primary public right-of-way.

### *Scenario 2: Rear Additions*

#### *Rear Additions fronting Swede Alley*

*Swede Alley is a transitional zone between the pedestrian traffic and commercial activity of Main Street and the secondary uses, loading, areas, and utilitarian spaces of Swede Alley. Additions to historic buildings should reflect the character of commercial Main Street façade, but also be subordinate in design.*



*Here, Flannigan's and Bandit's have used paint colors reflecting those on their Main Street facades to help patrons find rear entrances.*



*Cisero's Swede Alley addition at 268 Main Street corresponds to the architectural details of its Main Street façade. The two buildings uphill and to the south, however, are largely void of windows and openings. This creates an uninviting wall effect along Swede Alley.*

#### *Staff proposes the following revisions to the Design Guidelines:*

The traditional role of Swede Alley as a service road is changing with the development of the transit hub and adjacent parking facilities. To accommodate the increase in pedestrian traffic entering the Main Street commercial core from Swede Alley, the following guidelines are provided.

~~MSHS7.~~ Additions ~~to on~~ the rear of Main Street ~~buildings structures~~ that will front Swede Alley ~~should shall~~ be reduced in scale as they reach Swede Alley ~~in order~~ to maintain the pedestrian character along ~~the street the street~~. ~~See Additions to Historic Buildings as well as the Swede Alley section of the Guidelines for New Construction that follow.~~

~~SANG1.~~ Swede Alley ~~additions shall should remain be~~ subordinate ~~but and~~ complementary to Main Street with regard to public access and streetscape amenities. ~~SANG-2.~~ Rear entrances, if developed, ~~should shall~~ accommodate both service activities and secondary access.<sup>3</sup>

~~SANG-3.~~ Swede Alley ~~façades should shall~~ be simple in detail and ~~shall~~ complement the character of the ~~building's structure's~~ primary entrance on Main Street. ~~Materials and colors used on the Swede Alley entrance shall be coordinated with the Main Street façade so customers can recognize that both entrances belong to the same business.~~<sup>4</sup>

~~SANG-4.~~ Swede Alley ~~façades should shall~~ utilize materials, colors, signs, and lighting that reinforces a cohesive design of the ~~building structure~~.

~~SANG-5.~~ Window display areas ~~on Swede Alley façades~~ may be appropriate, but ~~should shall~~ be subordinate to and proportionally smaller than those seen on Main Street.

### *Rear Additions fronting Park Avenue*

*Where a Main Street commercial area abuts the residential zoning district of Park Avenue, staff finds the addition should appear more residential in nature so that it contributes to the mass and scale of the residential street front.*



*The rear of 333 Main Street abuts Park Avenue. Park Avenue is a densely historic residential street. The street presence of the rear façade of 333 Main Street does not maintain a similar rhythm, scale, or character as the rest of Park Avenue.  
Photograph: Google Maps.*

*Staff recommends the following revisions to the Design Guidelines:*

Additions to historic commercial structures that will face Park Avenue shall be consistent to the size and scale of residential development to maintain the character of the Park Avenue streetscape. This includes the overall scale and massing of facades, window and door

<sup>3</sup> Relocated from New Design Guidelines—supplemental Design Guidelines for Swede Alley

<sup>4</sup> Relocated from New Design Guidelines—supplemental Design Guidelines for Swede Alley

sizes and configurations, lighting, and landscaping. See Design Guidelines for New Additions to Historic Residential Structures.

### *Basement Additions*

D.3.1 The A basement addition ~~should~~ shall not generally raise the historic structure not more than two (2) feet from its original floor elevation above original grade. Lifting of the structure shall not disrupt its relationship with the streetscape or sidewalk elevation.

D.3.2 In plan, the exterior wall planes of an in-line basement addition ~~should~~ shall not extend beyond the exterior wall planes of the historic structure's primary or secondary façades.

D.3.3 Window or egress wells, if needed, ~~should~~ shall not be located on the primary façade. Window or egress wells ~~should~~ shall be located ~~behind~~ beyond the midpoint of the secondary façades, on the rear facade, or in a location that is not visible from the primary public right-of-way. Landscape elements ~~should~~ shall be used to aid in screening window/egress wells from the primary public right-of-way.

B.3.3 A historic site shall be returned to original grade following the construction of a foundation. If the When original grade cannot be achieved, generally no more than ~~two (2) feet~~ six (6) inches of the new foundation ~~should~~ shall be visible above ~~finished~~ final grade on the primary and secondary façades.

### *New Storefronts*

Street-facing primary façades of new additions shall be distinguished by well-defined storefront elements, including storefront entryway, ample-size windows, and appropriate decorative elements. Storefronts on new additions shall have rhythm and pattern similar to that of the historic streetscape.

Storefronts were built using standard dimensions for kick plates or bulkheads and display windows so the first levels have a similar height. When storefronts are situated on the steep-sloped of Main Street, the result is a stair-step effect. This stair-step effect is an important visual pattern of the Historic District and shall be repeated on additions.

Recessed entries on additions fronting on Main Street are encouraged.

Windows on new storefront additions shall be used extensively and in keeping with the architectural style of the historic structure. Design and scale shall be maintained in the tradition of historic storefronts with extensive street-level window area.

Generally, two-thirds (2/3) or more of storefront areas may be glass. The solid-to-void ratio of an addition's storefront shall be similar to that of the historic structure.

### *New Decks (Not Street Dining Decks)*

Decks on new additions shall be constructed in inconspicuous areas, usually on a rear elevation, where the deck is visually minimized from the primary public right-of-way. If a deck is built on a side elevation of a historic structure, the deck shall be screened from the primary public right-of-way with fencing and/or appropriate native landscaping. Decks shall be located where and in a way that will not damage or conceal significant historic features or details of the historic structure.

In order to prevent damage to a historic structure, decks shall be constructed to be self-supporting. If a deck cannot be constructed to be self-supporting, the deck shall be attached to a historic structure with care so that loss of historic fabric is minimized.



Introducing a deck that will result in the loss of a character-defining feature of a historic structure or site, such as a historic porch or mature tree, shall be avoided.

The visual impact of a deck shall be minimized by limiting its size and scale. Introducing a deck that visually detracts from a historic structure or historic site, or substantially alters a historic site's proportion of built area to open space, is not appropriate.

Decks and related steps and railings shall be constructed of material and in styles that are compatible with the structure to which they are attached.

Decking materials such as fiber cement or plastic-wood composite floor boards shall not be used unless they are made of a minimum of 50% recycled and/or reclaimed material.

A roof deck on a historic structure or new addition shall be visually minimized when viewed from the primary public right-of-way.

### *Handrails*

New handrails and railings shall complement the historic structure in material and design.

### *Awnings*

*Staff finds that awnings contribute significantly to the historic character of the building. It is important to incorporate awnings that do not detract from the historic building, but add to its character and integrity.*



*These awnings on the historic War Memorial Building at 427 Main Street are boxy, but do not significantly diminish the historic integrity of the building.*



*These retractable awnings at 515 Main are consistent with designs seen historically in the district.*





*This retractable awning at 586 Main Street is also appropriate for the Historic District and reflects an awning design that would have typically been found in the District.*

*Staff recommends the following revisions to the Design Guidelines:*

~~K.1~~ Awnings may be appropriate for use on ~~the a~~ street level façade if placed in locations historically used for awnings. Storefronts and upper façade windows are both appropriate locations for new awnings.

~~K.2~~ Place Awnings shall be placed so ~~that that~~ the historic and architectural features are not obstructed. Transom lights of prism glass or stained glass shall not be covered by permanent, fixed awnings.

Installation of awning hardware shall not damage historic materials and features of the building structure.

~~K.3~~ Shed-type awnings are the most appropriate for use on both street-level façades and upper façades. ~~Other~~ Alternative awning forms may be considered if physical or photographic evidence ~~exists~~ of their use on the building historic structure exists or the awning complements the design of the building.

~~K.4~~ Awnings ~~should~~ shall be compatible with the style and period of the building historic structure in size, color and material. Awnings shall be of duck canvas or cotton/polyester blend. Plastic, vinyl or metal awnings ~~should~~ shall be avoided.

~~K.5~~ Awnings may contain graphics or signs, but ~~should~~ shall not be backlit. Spotlighting awnings from above ~~should~~ shall also be avoided.

~~K.6~~ Awnings ~~should~~ shall not shed an excessive amount of rain or snow onto ~~the a~~ sidewalk or other pedestrian paths.

#### REUSING HISTORIC HOUSES AS COMMERCIAL STRUCTURES

*There are only a few residential structures that have found new use as a commercial building, such as the High West Annex at 651 Park Avenue. Staff finds that it is important that these retain their residential historic character.*



*As part of the renovation of the historic structure at 651 Park, High West maintained a high level of the house's residential integrity. The exterior reads like a house.*

When a historic residential structure is adapted to a commercial use, its residential design and character shall be preserved.

Please see Design Guidelines for Historic Residential Structures.

#### PROPOSED SIDEBARS

*Staff finds that it would be appropriate to incorporate the sidebars from the Historic Residential Design Guidelines into this chapter as well. As these have already been reviewed by the HPB and the HPB has forwarded a positive recommendation to City Council for the sidebars, staff has included them as Exhibit C.*

#### **Department Review:**

This staff report has been reviewed by the Planning and Legal Departments.

#### **Recommendation:**

Staff has committed to routinely reviewing the existing Design Guidelines for Historic Districts and Historic Sites. Staff recommends that the Historic Preservation Board (HPB) take public comment on the proposed changes to the Park City's Design Guidelines for Historic Districts and Historic Sites; provide specific amendments to be made to the document if necessary; and continue the discussion to the September 7, 2016, HPB meeting.

#### **Exhibits:**

Exhibit A — Historic Residential Design Guidelines – Roofs

Exhibit B — Historic Commercial Design Guidelines

Exhibit C — Sidebars

## EXHIBIT A—HISTORIC RESIDENTIAL DESIGN GUIDELINES: ROOFS

### PRIMARY STRUCTURES (RESIDENTIAL)

#### ROOFS

Maintain and preserve the historic roof form, line, pitch, and overhang, as well as any functional and decorative elements.

New roof features, such as photovoltaic panels (solar panels), skylights, ventilators, and mechanical or communication equipment shall be visually minimized when viewed from the primary public right-of-way so as not to compromise the architectural character of the structure. New roof features, such as photovoltaic panels (solar panels) and skylights, shall be flush mounted to the roof.

Roof colors should be neutral-colored and earth-tone; roof finish shall be matte and non-reflective.

Crickets, saddles, or other snow-guard devices shall be placed so they do not significantly alter the form of the roof as seen from primary right-of-way.

Dormers that did not exist historically shall not be added on a primary façade.

New dormers may be added on rear or secondary facades and shall be visually minimized from primary right-of-way. Gabled, hipped, or shed dormers are appropriate for most structures and shall be in keeping with the character and scale of the structure.

New dormers shall be at a minimum one foot (1') lower than the main ridge line of the historic structure and shall not extend to the wall plane of the level below.

A wood shingle roof is encouraged on the historic structure where feasible. Architectural shingles, or multi-tab shingles made of fiberglass or asphalt composition are encouraged over standing seam metal roofs on the historic structure. Metal roofs may be appropriate on those historic structures that historically had a metal roof.

# DESIGN GUIDELINE FOR HISTORIC COMMERCIAL PROPERTIES

## UNIVERSAL DESIGN GUIDELINES

1. A site shall be used as it was historically or shall be given a new use that requires minimal change to the distinctive materials and features, spaces, and spatial relationships.
2. Changes to a site or building structure that have acquired historic significance in their own right shall be retained and preserved.
3. Historic exterior features of a structure shall be retained and preserved.
4. Distinctive materials, elements, finish, construction techniques, and examples of craftsmanship shall be retained and preserved. Applicants are encouraged to reproduce missing historic elements that were original to the structure but have been removed. Physical, photographic, or documented evidence shall be used to substantiate the reproduction of missing features. In some cases, where there is insufficient evidence to allow for accurate reconstruction of lost historic elements, it may be appropriate to reproduce missing historic elements that are consistent with historic structures of similar design, age, and detailing.
5. Deteriorated or damaged historic features and elements shall be repaired rather than replaced. When severity of deterioration or existence of structural or material defects requires replacement, the replacement feature or element shall match the original in design, dimension, texture, material, and finish. Applicants must show severity of deterioration or existence of defects by demonstrating that the historic material is no longer safe and/or serviceable and cannot be repaired to a safe and/or serviceable condition.
6. Non-historic alterations that have been made to elements of a property, such as window replacements, eave enclosures, or porch element substitutions, that are in place prior to the adoption of these Design Guidelines may be maintained. However, if additional alterations to these elements are proposed the elements must be brought into compliance with these Design Guidelines.
7. Each site shall be recognized as a physical record of its time, place and use. Applicants shall not introduce architectural elements or details that visually modify or alter the original structure design when no evidence of such elements or details exists.
8. Chemical or physical treatments, if appropriate, shall be undertaken using recognized preservation methods. Treatments that cause damage to historic material shall not be used. Treatments that sustain and protect, but do not alter appearance, are encouraged.
9. New construction, such as additions, exterior alterations, repairs, upgrades, etc., shall not destroy historic material, features, and spatial relationships that characterize the historic site or historic structure. New

construction shall differentiate from the historic structure and, at the same time, be compatible with the historic structure in materials, features, size, scale and proportion, and massing to protect the integrity of the historic structure, the historic site, and the Historic District.

10. New additions and related new construction shall be undertaken in such a manner that, if removed in the future, the essential form of the historic structure and the integrity of the historic structure and site could be restored.

The proposed project must not cause the structure, site, or Historic District to be removed from the National Register of Historic Places.

## SPECIFIC DESIGN GUIDELINES FOR HISTORIC COMMERCIAL PROPERTIES

### SITE DESIGN

#### SETBACK AND ORIENTATION

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The existing front and side yard setbacks of buildings shall be maintained. The alignment and setbacks of commercial properties are often different from residential, and are character-defining features that shall be preserved.

The original location of a main building entry, if extant, shall be preserved. The historic orientation of a primary entrance shall be maintained.

The visual divisions of commercial buildings into storefront and upper stories, when present, shall be maintained.

Residential buildings converted to non-residential use often have deeper setbacks and landscaped front yards; these shall be retained.

#### TOPOGRAPHY AND GRADING

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The natural topography and original grading of a historic site shall be maintained when feasible.

#### LANDSCAPING AND VEGETATION

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The character of a historic site shall not be significantly altered by substantially changing the proportion of built and/or paved area to open space.

Existing landscape features that contribute to the character of a historic site and/or provide sustainability benefits should be preserved and maintained.

Landscape plans shall balance water-efficient irrigation methods, drought-tolerant plants, and native plants with existing plant materials and site features that contribute to the historic character of the site.

Where irrigation is necessary, systems that minimize water loss, such as drip irrigation, shall be used. Xeriscape or permaculture strategies used to maximize water efficiency in landscape design shall be considered; these systems shall be designed to maintain the historic character of areas viewable from the primary public right-of-way.



Along public rights of way, landscaped areas, street trees, and seasonal plantings shall be designed to enhance the pedestrian experience, complement architectural features, and/or screen utility areas.

Installing plantings in areas like medians, divider strips, and traffic islands shall be considered.

Commercial properties typically have no setbacks along the principal façade. However, when front yard setbacks exist, landscaped areas (including patios) shall be of a small scale and design such that they do not disrupt the normal volume and flow of pedestrian traffic along the street.

## SIDEWALKS, PLAZAS, AND OTHER STREET IMPROVEMENTS

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All streetscape elements should work together to create a coherent visual identity and public space. The visual cohesiveness and historic character of the area shall be maintained through the use of complementary materials.

Sidewalk bump outs reduce the distance required for pedestrians to cross streets. On long blocks, midblock crosswalks are recommended. Brick pavers, concrete pavers (sometimes brick-colored), and textured concrete or asphalt shall be used for crosswalks.

Using distinctive materials, such as bricks or pavers, to identify crosswalks at key intersections or crossings shall be considered. Crosswalk markings shall be clearly delineated without being obtrusive.

Street furniture, trash receptacles, bike racks, planters and other elements shall be simple in design and compatible with the appearance and scale of adjacent buildings and public spaces.

Existing plazas shall be maintained and well managed for daytime use, including landscaping, benches, trash receptacles and lighting.

Where new plazas are being considered, ensure that they are near pedestrian traffic, are well planned for intended uses, such as concerts or other events, and well designed for maintenance and durability.

Existing, alleys, staircases, and pedestrian tunnels shall be maintained where feasible.

## PARKING & DRIVEWAYS

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The visual impacts of on-site parking (both surface lots and parking structures) shall be minimized by incorporating landscape treatments for driveways, walkways, paths, building and accessory structures in a comprehensive, complementary and integrated design.

Landscaped separations, screening, and/or site walls shall be placed between parking areas, drives, and service areas, and other public-use areas such as walkways, plazas, and vehicular access points.

When creating new off-street parking areas the existing topography of the site and integral site features, such as mature landscaping and historic retaining walls, shall be minimally impacted.

Off-street parking areas shall be located within the rear yard and beyond the rear wall plane of a primary building where feasible. If locating a parking area in a rear yard is not physically possible, the off-street parking area and associated vehicles shall be visually buffered from adjacent properties and the primary public right-of-way.

Providing a driveway along the side yard of a property, if feasible, shall be considered. When locating driveways, historic site features and the existing topography of site the property shall be minimally impacted.

Ten (10) foot wide driveways are encouraged; however, new driveways shall not exceed twelve (12) feet in width.

Shared driveways should be used when feasible.

Textured and poured paving materials other than smooth concrete should be considered for driveways that are visible from the primary public right-of-way. Permeable paving should be used on a historic property, where appropriate, to manage storm water. Permeable paving may not be appropriate for all driveways and parking areas.

Paving up to a building's foundation shall be avoided in order to reduce heat-island effect, building temperature, damage to the foundation, and drainage problems.

Landscape plans shall allow for snow storage for driveways. Snow storage for driveways shall be provided on site.

Parking structures shall be located at the rear of a building to allow commercial use on the principal façade.

## PRIMARY STRUCTURE

### FOUNDATION

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The historic placement and orientation of a historic building shall be retained, as shall the original grade of the site.

Historic foundations shall not be covered with newer materials (e.g., concrete block, plywood panels, corrugated metal, or wood shingles). Masonry foundations shall be cleaned, repaired, or re-pointed according to masonry guidelines. Replacement of existing historic material is allowed only when it can be demonstrated that the historic material is no longer safe and/or serviceable and cannot be repaired to a safe and/or serviceable condition.

A new foundation shall generally raise or lower a historic structure no more than two (2) feet from its original floor elevation.

The form, material, and detailing of a new foundation wall shall be similar to the historic foundation (when extant) or similar to foundations of nearby historic structures.

The construction of a foundation at a height that is not proportional to neighboring historic structures is not appropriate. The height of a new foundation shall not be significantly taller or shorter than neighboring structures. A historic storefront shall not be significantly altered by lifting the historic structure for the construction of a new foundation.

A historic site shall be returned to original grade following construction of a foundation. When original grade cannot be achieved, generally no more than six (6) inches of the new foundation shall be visible above final grade on the primary and secondary façades.

The re-grading of a site shall blend the grade of the site with the grade of adjacent sites and shall not create the need for retaining walls.

A site shall be re-graded so that water drains away from the structure and does not enter the foundation.

Consider adding a plinth, or trim board, at the base of a historic structure to visually anchor the historic structure to the new foundation.

## EXTERIOR WALLS

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Primary and secondary façade elements, such as window/door configuration, wall planes, recesses, bays, balconies, steps, porches, and entryways shall be preserved and maintained in their original location on the façade.

Exterior historic elements including wood siding (drop siding, clapboard, board and batten), frieze boards, cornices, moldings, shingles, etc., as well as stone and masonry shall be preserved and maintained. Deteriorated or damaged historic exterior elements shall be repaired using recognized preservation methods appropriate to the specific material.

When disassembly of a historic element—window, molding, bracket, etc.—is necessary for restoration, recognized preservation procedures and methods for removal, documentation, repair, and reassembly shall be used.

When an exterior historic element cannot be repaired, it shall be replaced with an element that matches the original in all respects: material, dimension, profile, texture, and finish. The replacement of existing historic element is allowed only when it can be demonstrated that the historic element is no longer safe and/or serviceable and cannot be repaired to a safe and/or serviceable condition.

Substitute materials such as fiber cement or plastic-wood composite siding, shingles, and trim boards shall not be used unless it is made of a minimum of 50% recycled and/or reclaimed material. Additionally, the applicant must show that the physical properties—expansion/contraction rates, chemical composition, stability of color and texture, compressive or tensile strength—of the substitute material have been proven to not damage or cause deterioration of adjacent historic material.

Substitute material shall not be used on a primary or secondary façade unless the applicant can demonstrate that the historic materials cannot be used and that the substitute material will not cause damage to adjacent historic material or detract from the historic integrity of the structure.

The application of synthetic or substitute materials, such as vinyl or aluminum siding, over original wood siding may cause, conceal, or accelerate physical deterioration and is not appropriate. Removal of synthetic siding (aluminum, asbestos, Brick-Tex, and vinyl) that has been added to a building, followed by restoration of the historic wood siding (or other underlying historic material), is highly encouraged.

Interior changes that affect the exterior appearance of primary and secondary façades, including changing historic floor levels, windows to doors or doors to windows, and porch roofs to balconies or decks, shall be avoided.

## ROOFS

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Historic roof forms shall be preserved and maintained. Most commercial roof forms are flat, sloping, hipped or gable.

The line, pitch, and overhang of the historic roof form, as well as any functional and decorative elements, shall be preserved and maintained. Roof-related features such as parapet walls and cornices shall be maintained and preserved.

New roof features, such as photovoltaic panels (solar panels), skylights, ventilators, and mechanical and communication equipment shall be visually minimized when viewed from the primary public right-of-way so as not to compromise the architectural character of the building. Photovoltaic panels and skylights shall be flush-mounted to the roof.

Roof colors shall be neutral-colored and earth-toned. Roof finish shall be matte and non-reflective.

Cricketts, saddles, or other snow-guard devices shall be placed so they do not significantly alter the form of the roof as seen from the primary public right-of-way.

Dormers that did not exist historically shall not be added on a primary façade.

New dormers may be added on rear or secondary façades and shall be visually minimized from the primary public right-of-way. Gabled, hipped, or shed dormers are appropriate for most buildings and shall be in keeping with the character and scale of the building.

## STORE FRONTS

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Primary and secondary façade elements, such as window/door configuration, wall planes, recesses, bays, balconies, steps, porches, and entryways shall be maintained in their original location on the façade.

Historic storefront elements such as doors, windows, kick plates, bulkheads, transoms, ornamentation, cornices, pillars, pilasters and other character-defining features shall be preserved and maintained.

Historic storefronts and their character-defining elements and elements shall not be covered with modern materials. Deteriorated or damaged storefronts or elements shall be repaired so that the storefront retains its historic appearance. Repairs should be made with in-kind materials, based on physical or documentary evidence, whenever possible.

Missing elements shall be replaced in keeping with size, scale, style and materials of the historic structure, and then only if there is little or no evidence of the original construction. In such cases, an alternative design that is compatible with the remaining character-defining features of the historic building may be considered.

Historic recessed entries, if in their original historic configuration, shall be preserved and maintained. If a historic recessed entry has been lost during a previous renovation, consider reconstructing, based on physical or documentary evidence, the historic entry. The replacement entry shall match the original in terms of design, materials and configuration.

Primary entrances to commercial buildings should be accessible to meet American Disabilities Act (ADA) requirements. If this is not possible, alternative entrances shall be available, clearly marked, and maintained to the same standards as the primary entrance.

Original doors shall be preserved and maintained. Replacement of non-historic doors shall be substantiated by documentary, physical, or pictorial evidence.

If no evidence of the historic door appearance is available, new doors should be similar in materials and configuration to historic doors on commercial buildings of similar period. Typically, painted wood doors with single or multiple lights of clear glass are appropriate replacements for primary facades. Replacement doors for secondary entrances may be smaller or may be solid wood. Dark or bronze-anodized metal, though less

appropriate, may be substituted for wood in cases where the original door has been lost and no evidence of the original door exists.

The original storefront windows and window configuration shall be preserved and maintained if possible. If the storefront windows have been reduced in size over the years, re-establishing their original dimensions and configuration is encouraged.

Opaque, reflective, and mirror types of glass are not appropriate.

Transoms above display windows shall be preserved and maintained. When transoms are covered and original moldings and window frame proportions are concealed, or when transoms have been entirely removed, restoring the transom to its original appearance is encouraged.

### DOORS (NOT INCLUDED IN STOREFRONTS)

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Historic door openings, doors, door surrounds, and decorative door features shall be preserved and maintained.

Historic door openings that are significant shall be restored to the historic period of restoration. On primary façades, in particular, consider reconstructing, based on physical or documentary evidence, historic doorways that no longer exist.

Changing the position, proportions, or dimensions of historic door openings shall be avoided. It is not appropriate to create additional openings or remove existing historic openings on primary or secondary façades that are visible from the primary public right-of-way.

Replacement doors shall be allowed only when it can be shown that the historic doors are no longer safe and/or serviceable and cannot be repaired to a safe and/or serviceable condition. Replacement doors shall exactly match the historic door in size, material, profile, and style.

Screen doors typical of the Mining Era may be used on primary or secondary façades when the applicant can show that they will not diminish the historic character of the structure. Storm doors are discouraged.

When no physical or documentary evidence of original doors exists, replacement doors typically shall be of wood, with or without glazing, and shall complement the style of the historic structure. When replacing non-historic doors, designs similar to those that were found historically in Park City shall be used. Paneled doors were typical and many had vertical panes of glass. Scalloped, Dutch, and colonial doors, as well as door sidelights are not appropriate on most primary and secondary façades.

New door openings may be considered on secondary façades. A new opening shall be similar in location, size, and type to those seen on the historic structure.

When a historic door opening on a primary façade is no longer functional, the door shall be retained and, if necessary, blocked on the interior side only. The door shall appear to be functional from the exterior.

### WINDOWS (NOT INCLUDED IN STOREFRONTS)

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Historic window openings, windows, window surrounds, and decorative window features shall be maintained and preserved.



Historic window openings that have been altered or lost over time shall be restored. On primary façades, in particular, consider reconstructing, based on physical or documentary evidence, historic window openings that no longer exist.

Changing the position, proportions, or dimensions of historic window openings shall be avoided. It is not appropriate to create additional openings or remove existing historic openings on primary or secondary façades that are visible from the primary public right-of-way.

The historic ratio of window openings to solid wall shall be maintained.

When historic windows are present, replacement windows shall be allowed only when it can be shown that the historic windows are no longer safe and serviceable and the historic windows cannot be made safe and serviceable through repair. Replacement windows shall exactly match the historic window in size, dimensions, glazing pattern, depth, profile, and material.

The original number of glass panes in a historic window shall be maintained. Replacing multiple panes with a single pane is not appropriate. Snap-in muntins, or muntins between two sheets of glass are inappropriate as these simulated dividers lack depth and fail to show the effect of true divided glass panes.

Replacing an operable window with a fixed window is inappropriate.

New window openings may be considered on secondary façades but only when placed beyond the midpoint. New window openings shall be similar in location, size, scale, type, and glazing pattern to those seen on the historic structure.

When no physical or documentary evidence of original windows exists, replacement windows typically shall be of wood and shall complement the style of the historic structure. When replacing non-historic windows, designs similar to those found historically in Park City shall be used.

Aluminum-clad wood windows are appropriate on non-historic additions or foundation-level windows. Vinyl and aluminum windows are inappropriate.

New glazing shall match the visual appearance of historic glazing and/or be clear. Metallic, frosted, tinted, stained, textured and reflective finishes are generally inappropriate for glazing on the primary façade of the historic structure.

It is generally inappropriate to modify windows on the primary façade to accommodate interior changes. When a window opening is no longer functional on a primary or secondary façade visible from the primary public right-of-way, the glazing shall be retained and the window opening shall be screened or shuttered on the interior side. The window shall appear to be functional from the exterior.

Storm windows shall be installed on the interior. When interior installation is not feasible, the materials, style, and dimensions of exterior wood storm windows shall match or complement the historic window dimensions in order to minimize their visual impact. Exterior storm window frames shall be set within the window opening and attach to the exterior sash stop.

## GUTTERS & DOWNSPOUTS

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Removing or obstructing a historic structure's elements and materials when installing gutters and downspouts shall be avoided.

When new gutters are needed, the most appropriate design for hanging gutters is half round. Downspouts shall be located away from architectural features and shall be visually minimized when viewed from the primary public right-of-way.

Water from gutters and downspouts shall drain away from the historic structure.

## HISTORIC BALCONIES AND PORTICOS

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Historic balconies, porticos, and their railings and decorative architectural features shall be maintained and preserved.

Restoring historic balconies and porticos that have been altered or lost over time is encouraged. On primary façades, in particular, consider reconstructing, based on physical or documentary evidence, historic balconies and porticos that no longer exist.

Changing the position, proportions, or dimensions of historic balconies or porticos shall be avoided.

Substitute decking materials such as fiber cement or plastic-wood composite floor boards shall not be used unless they are made of 50% recycled and/or reclaimed material. Additionally, the applicant must show that the physical properties—expansion/contraction rates, chemical composition, stability of color and texture, compressive or tensile strength—of the substitute material have been proven to not damage or cause the deterioration of adjacent historic material.

Any alteration to drainage on an existing balcony shall be reviewed by the City Engineer.

## DECKS, FIRE ESCAPES, AND EXTERIOR STAIRCASES

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New decks, fire escapes, and exterior staircases shall be constructed in inconspicuous areas where visually minimized from the primary public right-of-way, usually on the rear facade. These features shall be located such that they will not damage or conceal significant historic features or details of the historic structure.

The visual impact of a deck, fire escape, or exterior staircase shall be minimized by limiting its size and scale. Introducing a deck, fire escape, or exterior staircase that visually detracts from a historic structure or historic site, or substantially alters a historic site's proportion of built area to open space is not appropriate.

Introducing a deck, fire escape, or staircase that will result in the loss of a character-defining feature of the historic structure or site, such as a historic porch, shall be avoided.

In order to prevent damage to a historic structure, decks, fire escapes, and exterior staircases shall be constructed to be self-supporting. If a deck cannot be constructed to be self-supporting, the deck shall be attached to a historic building with care such that loss of historic material is minimized.

Decks, fire escapes, and related exterior steps and railings should be constructed of materials and in styles that are compatible with the historic building.

Decking materials such as fiber cement or plastic-wood composite floor boards shall not be used unless they are made of a minimum of 50% recycled and/or reclaimed material.

## CHIMNEY AND STOVEPIPES

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Historic chimneys and their decorative features are important character-defining features of historic buildings and shall be preserved and maintained..

Historic stovepipes shall be maintained and repaired when possible. When partial or full replacement of a historic stovepipe is required, new materials shall have a matte, non-metallic finish.

Repairs to chimneys shall be made so as to retain historic materials and design. The replacement of existing historic material is allowed only when it can be shown that the historic material is no longer safe and/or serviceable and cannot be repaired to a safe and/or serviceable condition. Ornamental features such as corbelling and brick patterning shall be preserved and maintained.

Chimneys shall not be covered with non-historic materials.

New chimneys and stovepipes shall be of a size, scale, and design that are appropriate to the character and style of the historic building. New chimneys and stovepipes shall be visually minimized when viewed from primary public right-of-way and shall be appropriate to the character and style of the historic building.

## ARCHITECTURAL FEATURES

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Architectural features such as eaves, brackets, cornices, moldings, trim work, and decorative shingles shall be preserved and maintained.

Historic architectural features shall be repaired rather than replaced. Replacement architectural features are allowed only when it can be shown that the historic features are no longer safe and/or serviceable and cannot be repaired to a safe and/or serviceable condition. Replacement features shall exactly match the historic features in design, size, dimension, form, profile, texture, material and finish.

Architectural features may be added to a historic structure when accurately based on physical or photographic evidence (e.g. 'ghost' lines).

## MECHANICAL AND COMMUNICATIONS EQUIPMENT, AND SERVICE AREAS

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Mechanical and/or utility equipment, including heating and air conditioning units, meters, and exposed pipes, shall be located on the rear façade or another inconspicuous location. If located on a secondary façade, the visual impact of mechanical and/or utility equipment shall be minimized by incorporating it as an element of the building or landscape design.

Ground-level equipment shall be screened from view using landscape elements such as fences, low stone walls, or perennial plant materials.

Roof-mounted mechanical and/or utility equipment shall be screened and visually minimized from all views.

Low-profile rooftop mechanical units and elevator penthouses that are not visible from the primary public right-of-way shall be used. If this is not possible, rooftop equipment shall be set back or screened from all views. Placement of rooftop equipment shall be sensitive to views from upper floors of neighboring buildings.

Historic elements shall not be removed or obstructed when installing mechanical systems and equipment.

New communications equipment such as satellite dishes or antennae shall be visually minimized when viewed from the primary public right-of-way.

Loading docks shall be located and designed in order to minimize their visual impact.

Service equipment and trash containers shall be screened. Solid wood or masonry partitions or hedges shall be used to enclose trash areas.

## PAINT AND COLOR

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Paint color is not regulated by the Design Guidelines.

When painting a historic structure, colors that are in keeping with the structure's style and period should be considered. Along with material and physical differentiation, painting an addition to a historic structure a color different than the historic structure to visually differentiate the addition should be considered.

Original materials such as brick and stone that were traditionally left unpainted shall not be painted. Materials, such as wood, that were traditionally painted shall have an opaque, rather than transparent, finish.

A rustic, bare-wood look is generally not appropriate on historic commercial structures, but may be appropriate on accessory structures. A transparent or translucent weather-protective finish shall be applied to wood surfaces that were not historically painted.

Low-VOC (volatile organic compound) paints and finishes should be used when possible.

## ADDITIONS TO HISTORIC COMMERCIAL BUILDINGS

### PROTECTION OF HISTORIC BUILDINGS AND SITES

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Additions to historic buildings should be considered only after it has been demonstrated that the proposed new use cannot be accommodated solely by altering interior spaces.

Additions to historic buildings shall be considered with caution and shall be considered only on non-character-defining façades, usually rear and occasionally side façades. Additions shall not compromise the architectural integrity of historic structures. Additions to the primary façades of historic structures are not appropriate.

Additions should be visually subordinate to historic buildings when viewed from the primary public right-of-way.

Additions to historic structures shall not be placed so as to significantly affect the integrity of historic roof forms.

Additions to historic structures shall not contribute significantly to the removal or loss of historic material.

Additions to historic structures that are significant to the era/period to which the structure is being restored shall be preserved and maintained.

## GENERAL COMPATIBILITY

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Additions shall complement the visual and physical qualities of the historic structure. An addition shall not be designed to be a copy of the existing style or imply an earlier period or more ornate style than that of the historic structure.

An addition shall be a contemporary interpretation of the historic structure's architecture style. The addition shall not be designed to contrast starkly with the historic structure; an acceptable design shall be compatible in mass, scale, fenestration pattern and size, storefront design, and design details. The addition shall not detract from the streetscape and/or structure's historic character.

Primary façades of an addition shall not be greater in height than the primary historic façade in order to decrease the bulk and mass of the new addition and to preserve the established mass and scale of the streetscape.

The rhythm established by the repetition of the traditional 25-foot façade widths shall be maintained; these dimensions, when repeated along the street, create a strong pattern that contributes to the visual continuity of the streetscape.

When new additions are to be wider than the traditional twenty-five (25) feet, the façade shall be divided into portions that reflect this pattern. The rhythm of façade widths shall be maintained in additions, especially for projects that extend over several lots, by changing materials, patterns, reveals, building setbacks, façade portions, or by using design elements such as columns or pilasters.

No more than fifty (50) feet in width of street front may have the same façade height. On large projects (more than two lots) building heights shall be varied by creating setbacks in the façade, by stepping back upper stories, and by building decks and balconies when it is appropriate to the design.

New additions shall incorporate character-defining features of historic commercial buildings such as the division of the façade into zones (storefront and upper stories), cornice treatment, pronounced entry, and other articulation.

Proportions and established patterns of historic upper story windows shall be maintained. On additions, upper floors shall incorporate traditional, vertically proportioned window openings within a more solid wall than lower floors. Windows similar in size and shape to those used historically shall be used in order to maintain the façade pattern of the streetscape. It is generally appropriate for the solid-to-void ratio of structures to be two-thirds (2/3), except for storefronts that feature more glass.

The solid-to-void relationship of an addition shall be compatible with the historic structure. The proportions of window and door openings shall be similar to historic structures. Large expanses of glass, either vertical or horizontal, are generally inappropriate on commercial structures. Oversized doors that would create a 'grand entry' are also inappropriate. Smaller windows with simple window frames are recommended for additions.

Windows, doors and other features on a new addition shall be designed to be compatible with the historic structure and surrounding historic sites. Windows, doors and other openings shall be of sizes and proportions similar to those found on nearby historic structures. When using new window patterns and designs, those elements shall respect the typical historic character and proportions of windows on the primary historic structure.



Generally, the height of the window opening shall be two (2) times the dimension of the width. In some cases, it may be appropriate to use square windows. Additional glazing can be accommodated using transoms.

Roofs shall be designed to be in character with those seen historically. Simple roof forms—flat, gable, shed—are appropriate. On large projects the use of a variety of these simple roof forms is encouraged.

Roofs shall appear similar in scale to those seen historically. On larger additions, the use of parapet walls, changes in roof height, and changes in material shall be used to express modules.

Original exterior walls shall be kept intact and existing openings shall be used for connecting an addition to the original structure when feasible.

## TRANSITIONAL ELEMENTS

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Where a new addition abuts a historic structure, a well-defined transitional element shall be designed and constructed between the historic structure and the new addition. Minor additions, such as bay windows or dormers, do not require a transitional element.

In some cases, a transitional element may not be necessary if the new addition is visually differentiated from the historic structure, as viewed from the primary public right-of-way, through a shift in wall plane, a change in material or pattern, , or by using other design elements.

In-line additions may be appropriate when the joint between the historic structure and the new addition is not visible from the primary public right-of-way. A transitional element is required if the joint between the historic structure and the new addition is visible from the primary public right-of-way and the addition is similar in design to the historic structure.

If the new addition is in the same wall plane as the historic structure and also abuts a primary public right-of-way, a transitional element is required.

At a minimum, the transitional element shall be two (2) feet in width.

The highest point of the transitional element shall be a minimum of two (2) feet lower than the highest roof plate of the historic structure.

## SCENARIO 1: ROOFTOP ADDITIONS

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Rooftop additions may be allowed, however, they shall not exceed one story in height above the existing wall plate of the historic structure.

Rooftop additions shall not be visible from the primary public right-of-way. The addition shall be recessed from the primary, character-defining façade to preserve the perception of the historic scale, height, and façade of the historic structure.

The rooftop addition shall be recessed from the façade to a distance that is at least equal to the height of the historic façade or beyond the midpoint of the structure to ensure that the rooftop addition is minimally visible from the primary public right-of-way.

## SCENARIO 2: REAR ADDITIONS

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## REAR ADDITIONS FRONTING SWEDE ALLEY

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The traditional role of Swede Alley as a service road is changing with the development of the transit hub and adjacent parking facilities. To accommodate the increase in pedestrian traffic entering the Main Street commercial core from Swede Alley, the following guidelines are provided.

Additions on the rear of Main Street structures that will front Swede Alley shall be reduced in scale as they reach Swede Alley in order to maintain the pedestrian character along the street.

Swede Alley additions shall be subordinate and complementary to Main Street with regard to public access and streetscape amenities. Rear entrances, if developed, shall accommodate both service activities and secondary access.

Swede Alley façades shall be simple in detail and shall complement the character of the structure's primary entrance on Main Street. Materials and colors used on the Swede Alley entrance shall be coordinated with the Main Street façade so customers can recognize that both entrances belong to the same business.<sup>1</sup>

Swede Alley façades shall utilize materials, colors, signs, and lighting that reinforce a cohesive design of the structure.

Window display areas on Swede Alley façades may be appropriate, but shall be subordinate to and proportionally smaller than those seen on Main Street.

## REAR ADDITIONS FRONTING PARK AVENUE

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Additions to historic commercial structures that will face Park Avenue shall be consistent to the size and scale of residential development to maintain the character of the Park Avenue streetscape. This includes the overall scale and massing of facades, window and door sizes and configurations, lighting, and landscaping. See Design Guidelines for New Additions to Historic Residential Structures.

## BASEMENT ADDITIONS

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A basement addition shall generally raise the historic structure not more than two (2) feet from its original floor elevation above original grade. Lifting of the structure shall not disrupt its relationship with the streetscape or sidewalk elevation.

The exterior wall planes of an in-line basement addition shall not extend beyond the exterior wall planes of the historic structure's primary or secondary façades.

Window or egress wells, if needed, shall not be located on the primary façade. Window or egress wells shall be located beyond the midpoint of the secondary façades, on the rear facade, or in a location that is not visible from the primary public right-of-way. Landscape elements shall be used to aid in screening window/egress wells from the primary public right-of-way.

<sup>1</sup> Relocated from New Design Guidelines—supplemental Design Guidelines for Swede Alley

A historic site shall be returned to original grade following the construction of a foundation. When original grade cannot be achieved, generally no more than six (6) inches of the new foundation shall be visible above final grade on primary and secondary façades.

## NEW STOREFRONTS

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Street-facing primary façades of new additions shall be distinguished by well-defined storefront elements, including storefront entryway, ample-size windows, and appropriate decorative elements. Storefronts on new additions shall have rhythm and pattern similar to that of the historic streetscape.

Storefronts were built using standard dimensions for kick plates or bulkheads and display windows so the first levels have a similar height. When storefronts are situated on the steep-sloped of Main Street, the result is a stair-step effect. This stair-step effect is an important visual pattern of the Historic District and shall be repeated on additions.

Recessed entries on additions fronting on Main Street are encouraged.

Windows on new storefront additions shall be used extensively and in keeping with the architectural style of the historic structure. Design and scale shall be maintained in the tradition of historic storefronts with extensive street-level window area.

Generally, two-thirds (2/3) or more of storefront areas may be glass. The solid-to-void ratio of an addition's storefront shall be similar to that of the historic structure.

## NEW DECKS (NOT STREET DINING DECKS)

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Decks on new additions shall be constructed in inconspicuous areas, usually on a rear elevation, where the deck is visually minimized from the primary public right-of-way. If a deck is built on a side elevation of a historic structure, the deck shall be screened from the primary public right-of-way with fencing and/or appropriate native landscaping. Decks shall be located where and in a way that will not damage or conceal significant historic features or details of the historic structure.

In order to prevent damage to a historic structure, decks shall be constructed to be self-supporting. If a deck cannot be constructed to be self-supporting, the deck shall be attached to a historic structure with care so that loss of historic fabric is minimized.

Introducing a deck that will result in the loss of a character-defining feature of a historic structure or site, such as a historic porch or mature tree, shall be avoided.

The visual impact of a deck shall be minimized by limiting its size and scale. Introducing a deck that visually detracts from a historic structure or historic site, or substantially alters a historic site's proportion of built area to open space, is not appropriate.

Decks and related steps and railings shall be constructed of material and in styles that are compatible with the structure to which they are attached.

Decking materials such as fiber cement or plastic-wood composite floor boards shall not be used unless they are made of a minimum of 50% recycled and/or reclaimed material.

A roof deck on a historic structure or new addition shall be visually minimized when viewed from the primary public right-of-way.

## HANDRAILS

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New handrails and railings shall complement the historic structure in material and design.

## AWNINGS

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Awnings may be appropriate for use on a street level façade if placed in locations historically used for awnings. Storefronts and upper façade windows are both appropriate locations for new awnings.

Awnings shall be placed so that the historic and architectural features are not obstructed. Transom lights of prism glass or stained glass shall not be covered by permanent, fixed awnings.

Installation of awning hardware shall not damage historic materials and features of the building structure.

Shed-type awnings are the most appropriate for use on both street-level façades and upper façades. Alternative awning forms may be considered if physical or photographic evidence of their use on the historic structure exists or the awning complements the design of the building.

Awnings shall be compatible with the style and period of the historic structure in size, color and material. Awnings shall be of duck canvas or cotton/polyester blend. Plastic, vinyl or metal awnings shall be avoided.

Awnings may contain graphics or signs, but shall not be backlit. Spotlighting awnings from above shall be avoided.

Awnings shall not shed an excessive amount of rain or snow onto a sidewalk or other pedestrian paths.

## REUSING HISTORIC HOUSES AS COMMERCIAL STRUCTURES

When a historic residential structure is adapted to a commercial use, its residential design and character shall be preserved.

Please see Design Guidelines for Historic Residential Structures.

## COMPATIBILITY & COMPLEMENTARY

Compatibility and Complementary are terms often used in historic preservation to describe the relationship between two structures or a historic structure and its new addition. Many characteristics and features contribute to compatible and complementary design. These include:

- Form
- Mass and scale
- Roof shapes
- Building height
- Height of floor elevations
- Setbacks
- Materials
- Repetition or rhythm of openings-to-solids
- Rhythm of entrances and/or porches
- Window and door sizes, proportions, and patterns
- Orientation of entrances
- Landscaping

## MASONRY RETAINING WALLS

Retaining walls contribute to the context and rhythm of streetscapes in Old Town. Historically, retaining walls were a simple method for property owners to manage the relentless and complex topography. In addition, retaining walls helped to define property boundaries and create yards spaces where space was otherwise limited.

Historic retaining walls were stacked by hand using stones found at local quarries or on site. The stones were carried by hand, making them rather uniform in size. Retaining walls were either dry stacked or used mortar joints.

As repairs are made to historic retaining walls or new retaining walls are introduced to Old Town, the following should be considered:

- Existing stone retaining walls should be repaired using recognized historic preservation methods.
- Replacement materials should be similar in materials, color, texture, scale, and proportion. Repairs to mortar joints should match the existing mortar in composition, color, texture, and finish – mortar analysis may be necessary.
- Materials of new retaining walls visible from the right-of-way should reflect the period of significance of the historic primary structure.
- Stones in new retaining walls shall be no larger than stones that a miner would be capable of carrying. New stones shall be similar in materials, color, texture, scale, and proportion to those used historically in the District. Large boulders are discouraged and are not in keeping with the character of the District.
- It is preferred that new retaining walls over five feet (5') be terraced to prevent large vertical planes of retaining walls on the streetscape. Historically, retaining walls were approximately three to five feet (3' –



5') in height. Staff recognizes the need to retain more earth as development occurs in Old Town; however, staff encourages retaining walls that are in keeping with the scale of those found throughout the District historically. Terracing multiple walls of three to five feet (3' – 5') in height is encouraged with vegetation in between each terrace.

- Board-formed concrete may be appropriate. New concrete retaining walls shall be textured. A smooth or polished concrete finish is inappropriate and not in keeping with the character of the District.
- New retaining walls shall be screened with vegetation where appropriate.
- Retaining walls of alternative designs and materials will be reviewed on a case-by-case basis.

## FENCING

Historically, fences and masonry retaining walls were typical site features found throughout Old Town. The repetition of these site features created a sense of continuity and rhythm along the street front. Wood and woven wire fences as were common front yard enclosures that followed the site perimeter, specifically along the street front. Fence and materials visible from the right-of-way should reflect the period of significance of the historic primary structure.

Several styles of fencing that were common during the historic period and are appropriate for use in the Historic District:

- Picket fences. Historically, picket fences may have been the most common fence type-used in front yards. Wood picket fences with flat, dog-eared, or pointed tops were typical in front yards; the heights of these fences was generally less than three feet (3'), the boards were 3-1/2" wide with spacing of 1-3/4" between boards.
- Wire fences. Various types of wire, including woven wire, were stretched between wood or metal posts. This fence type was very common in Park City; however, many of these original wire fences have been lost.
- Simple wrought and cast iron fences.

Fences of alternative designs and materials will be reviewed on a case-by-case basis. Substitute materials such as fiber cement or plastic-wood composite should not be used unless they are made of a minimum of 50% recycled and/or reclaimed materials. Further, it must be demonstrated that the use of these materials will not diminish the historic character of the neighborhood. Vinyl and Trex fencing is generally not appropriate in the Historic District and will be reviewed on a case-by-case basis.

## HOW TO CASE A WINDOW

Historically, the casing and trim surrounding windows was substantial. The sliding sash was typically about 1.5 inches wide, casing or trim boards were typically about 3.5 inches wide. Using window casing and trim replacements of smaller or larger dimensions is inappropriate as it seriously alters the historic character of the

structure. New window openings shall generally reflect the proportion of historic window openings by maintaining a 1:1 or 2:1 ratio.

### WHY PRESERVING ORIGINAL WINDOWS IS RECOMMENDED

The Park City Planning Department requires the preservation and retention of historic wood and steel windows unless the windows are clearly proven to be deteriorated beyond repair. The reasons for preserving original windows include:

- Rebuilding historic wood windows and adding storm windows makes them as energy efficient as new vinyl windows.
- In most cases, windows account for only about one-fourth of a home's heat loss. Insulating the attic, walls and basement is a much more economical approach to reducing energy costs.
- The old-growth lumber used in historic window frames can last indefinitely, unlike new-growth wood or vinyl. Old growth windows have a tighter grain and better quality than most new growth wood windows.
- All windows expand and contract with temperature changes. However, vinyl expands more than twice as much as wood and seven times more than glass. This often results in failed seals between the frame and glass and a significant performance reduction.
- Vinyl windows have a high failure rate – more than one-third of all vinyl windows being replaced today are less than ten years old.
- Any energy savings from replacing wood windows with aluminum or vinyl seldom justifies the costs of installation. For most houses, it would take decades to recover the initial cost of installation and with a life expectancy of 25 years or less, installing new vinyl or aluminum windows does not make good economic sense.
- Most vinyl windows do not look like historic wood windows; their texture, shallow profile, as well as lack of depth and articulation are inappropriate for Park City's historic structures. A more acceptable alternative when the original windows are beyond reasonable repair are new wood windows.
- Historic wood and metal windows are sustainable. They represent embodied energy, are made of materials natural to the environment and are renewable.
- Adding storm windows over historic wood windows is a cost-effective approach that preserves the original window and provides energy savings equal to new replacement windows.

### WHY PRESERVING ORIGINAL SIDING IS RECOMMENDED

The Park City Planning Department requires the preservation and retention of historic wood siding unless the siding has clearly proven to be deteriorated beyond repair. The reasons for preserving wood siding and not replacing it or concealing it beneath synthetic siding include:

- Synthetic sidings do not successfully replicate the appearance of historic wood siding materials. In particular, vinyl siding's plastic appearance is at odds with the rich and varied surfaces of wood siding.
- Unventilated synthetic sidings such as aluminum and vinyl can trap moisture and condensation between the siding and the wood underneath, leading to rotted wood and structural problems.

- Installing synthetic sidings such as vinyl and aluminum may be less economical than preserving and maintaining wood siding. The costs of applying synthetic siding materials often exceeds or equals the cost of regular painting of wood siding. In terms of property value, real estate appraisers across the country have also recorded increased resale prices when historic building owners retain original wood siding and avoid vinyl siding.
- Wood and synthetic materials perform fairly equally in terms of energy conservation since most heat leaves houses through roofs, basements, windows, and doors.
- Claims that synthetic siding is “maintenance-free” are untrue. Owners of 15 to 20 year old aluminum siding often find that it, like wood, requires painting due to fading of the original color.
- In particular vinyl siding gets brittle with age and tends to crack and break after ten years.
- Vinyl siding is made from polyvinyl chloride and the manufacture, use and disposal of this material results in toxic byproducts such as dioxin. Vinyl siding is not a “green” product and cannot be recycled.