

PARK CITY MUNICIPAL CORPORATION
HISTORIC PRESERVATION BOARD
CITY COUNCIL CHAMBERS
October 4, 2017



AGENDA

MEETING CALLED TO ORDER AT 5:00 PM

ROLL CALL

ADOPTION OF MINUTES OF August 2, 2017

PUBLIC COMMUNICATIONS – *Items not scheduled on the regular agenda*

STAFF/BOARD COMMUNICATIONS AND DISCLOSURES

Historic District Grant Program

GI-17-00353 21
*Planner Grahn,
Planning
Director
Erickson*

CONTINUATIONS

424 Woodside Avenue – HDDR Review for Reorientation - Reorientation (rotation) of a “Significant” Structure towards Woodside Avenue and lifting of the Historic Structure 7 feet 7 ¾ inches. The primary façade of the Significant Structure is currently oriented towards Main Street and the applicant is proposing to rotate the structure 180 degrees so that the primary façade is oriented towards Woodside Avenue. Upon reorientation, the Historic Structure would be lifted 7 feet 7 ¾ inches.

PL-16-03379 51
Planner Tyler

Public Hearing and possible action

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

Design Guideline Revisions – Staff recommends that the Historic Preservation Board take public comment on the proposed changes to the Design Guidelines for New Commercial Infill Construction in Park City’s Historic Districts. Universal and Specific Guidelines will be reviewed for: Universal Guidelines; Site Design: Setback & Orientation, Topography & Grading, Landscaping & Vegetation, Sidewalks, Plazas, & Other Street Improvements, Parking Areas & Driveways; Primary Structures: Mass, Scale, & Height, Foundation, Storefronts, Doors & Windows, Roofs, Dormers, Balconies & Roof Decks, Decks, Fire Escapes, & Exterior Staircases; Gutters & Downspouts; Chimneys & Stovepipes; Architectural Features; Mechanical Systems, Utility Systems, & Service Equipment; Materials; Paint & Color; Additions to Existing Non-Historic Structures; Reconstruction of Non-Surviving Structures; Sidebars: Compatibility & Complementary, Masonry Retaining Walls, and Fencing. The Guidelines are incorporated into the Land Management Code in 15-13-2.

GI-13-00222 53
*Planner Grahn,
Planner Tyler*

The Board will provide specific amendments to be made to the document if necessary; and make a recommendation to Planning Commission and City Council (Planning Commission and City Council review will be after the entire

Guidelines are reviewed by the HPB)

ADJOURN

Pursuant to the Americans with Disabilities Act, individuals needing special accommodations during the meeting should notify the Park City Planning Department at (435) 615-5060 24 hours prior to the meeting.

PARK CITY MUNICIPAL CORPORATION
HISTORIC PRESERVATION BOARD
MINUTES OF AUGUST 2, 2017

BOARD MEMBERS IN ATTENDANCE: Douglas Stephens, Puggy Holmgren,
Lola Beatlebrox, Jack Hodgkins

EX OFFICIO: Bruce Erickson, Anya Grahn, Hannah Tyler, Polly Samuels
McLean, Louis Rodriquez

ROLL CALL

Chair Stephens called the meeting to order at 5:00 p.m. and noted that all Board Members were present except Randy Scott, who was excused.

ADOPTION OF MINUTES

June 7, 2017

MOTION: Board Member Beatlebrox moved to APPROVE the minutes of June 7, 2017 as written. Board Member Hodgkins seconded the motion.

VOTE: The motion passed unanimously.

PUBLIC COMMUNICATIONS

There were no comments.

STAFF/BOARD COMMUNICATIONS AND DISCLOSURES

Planner Anya Grahn stated that because Labor Day falls on the same week as the HPB meeting, the meeting would be moved to September 20th, 2017.

Planner Grahn reminded everyone that the Historic Preservation Board and the City Council are scheduled to hold a special meeting at 9:30 on August 29th to talk about the Historic District Grant Program. Once she confirms that date with the consultant she will notify the Board.

Director Erickson reported that the City Council would be appointing two new members to the Historic Preservation Board the following evening, and re-appointing Board Members Holmgren and Beatlebrox.

CONTINUATIONS – Public hearing and continue to date specified.

424 Woodside Avenue – HDDR Review for Reorientation - Reorientation (rotation) of a "Significant" Structure towards Woodside Avenue and lifting of the

Historic Structure 7 feet 7 ¾ inches. The primary façade of the Significant Structure is currently oriented towards Main Street and the applicant is proposing to rotate the structure 180 degrees so that the primary façade is oriented towards Woodside Avenue. Upon reorientation, the Historic Structure would be lifted 7 feet 7 ¾ inches. (Application PL-16-03379)

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

MOTION: Board Member Puggy Holmgren moved to CONTINUE the item at 424 Woodside Avenue to a date uncertain. Board Member Beatlebrox seconded the motion.

VOTE: The motion passed unanimously.

REGULAR AGENDA – Discussion, Public Hearing and Possible Action

1. 632 Deer Valley Loop —Disassembly/Reassembly (Panelization) and Material Deconstruction—Significant House. The applicant is proposing to disassemble and reassemble the north, east, and west walls of the existing historic house on its lot. In addition, the applicant will be removing non-historic broken wood stairs and overgrown landscaping; historic c.1918 floor structure; c.1941 enclosed porch addition; c.1969 rear addition; c.1918 fire-damaged roof structure; c.1918 brick chimney; non-historic c.1969 concrete block chimney; c.1969 T-11 siding; 18 linear feet of the historic c.1918 west wall; historic c.1918 front porch and c.1969 ornamental porch posts; c.1930 exterior door on north façade; non-historic service door on west elevation; 9 non-historic single-pane, replacement windows. (Application PL-PL-17-03512)

Planner Grahn reported that some of the Board members visited the site prior to this meeting; however, there was not a quorum present. They walked around the house and talked about the applicant's plans and where the subdivision would occur to give everyone a general understanding of the site. Planner Grahn commented on noticeable conditions. A hole in the wall from previous exploratory demolition revealed wood horizontal planks, a framed wall, the novelty siding, some Bricktex, and the T-11 on the exterior. Those who looked inside the house found it to be in poor condition. The back half was burned out.

Board Member Hodgkins noted that during the site visit a measurement was taken of the interior wall. Planner Grahn remarked that the inside of the wall was measured to see if it was historic dimensional lumber. It was only ¾" deep.

Planner Grahn provided a brief history of the home. It was owned by the BLM until 2013, when they granted a land pad to the Bertagnole family, who were the former owners. From 2013 to 2014 there were a series of meetings and appeals over whether or not the building should be designated as historic. It remained on the Historic Sites Inventory as Significant, as the Bertagnole's withdrew their appeal. In 2016 the Bertagnole's sold it to a new owner, and they went through the plat amendment process to create a legal lot of record from the metes and bounds parcel that the BLM had granted. In 2017 it was sold to the current owner and they would like to redevelop the site. The Staff was in the process of going through the subdivision to subdivide the one lot that was created in 2016 into two lots.

Planner Grahn stated that the HPB was being asked to review the material deconstructions and the plans for panelization.

Planner Grahn stated that based on the Sanborn maps and the physical evidence that is still visible in the house, she believed it was built as a two-room cabin or a hall-parlor with a side porch. It remained that way through 1904. By the 1927 Sanborn there was an addition to the front, which created the symmetrical gable that can be seen today. The side porch remained. It was still showing the same in the 1941 tax card. By 1969 a rear addition was added and the porch was expanded.

Planner Grahn presented slides showing the parts of the house that can be seen today and where the additions occurred. She presented an old photo which showed a building in the back. She was unsure whether it was a shed further in the back or whether it was actually attached to the house. There is no documentation to show that the house had a rear addition before 1969. Planner Grahn pointed out that in looking at the structure today, there is no longer a symmetrical gable and the porch has been enclosed and obliterated. Planner Grahn presented a photo showing the condition of the rear addition. It was damaged in a fire in 1999 and the house has been vacant ever since.

Planner Grahn reported that the applicant initially wanted to do a complete reconstruction of the house. She and Chief Building Official, Dave Thacker, conducted a site visit and compared the structural engineer's findings. They found that even though the house is in poor condition, it could be a lot worse given that it has been exposed to nature for nearly 20 years. Planner Grahn stated that they concluded the best approach would be to panelize the structure, which would save the two sidewalls and the front wall. The south wall was damaged by the fire.

Planner Grahn remarked that they were proposing panelization. However, if they find that the panels are in worse condition than they originally thought and the panels cannot be salvaged, it would come back to the HPB for reconstruction.

Planner Grahn noted that the first criteria is that the structural engineer has certified that the historic building cannot be reasonably moved intact. She believed that was obvious. The back half is fairly burned out. The fire went up into the roof structure of the historic building and the structure is decimated there as well. Planner Grahn remarked that moving the structure intact was not an option.

Planner Grahn thought panelization would abate demolition of the historic building and preserve some of the historic material. The intent is to save three out of the four historic walls. The south wall and the roof would have to be reconstructed.

Planner Grahn reported that the Chief Building found it to be a dangerous building on August 21, 2013. One of the questions asked on site was why it took so long for the Park City Building Department to give a Notice and Order. She explained that the BLM still owned the property in 1999, and the City was not able to take action until it was under private ownership. Planner Grahn stated that David Thacker found that it was still a very dangerous building, and that was reiterated in his letter.

Planner Grahn stated that another criteria relates to whether or not there are unique conditions. The Staff found it very unique that a building has stayed standing after such a severe fire for as long as it has. Even though the back half of the roof has caved in probably caused some shifting, keeping the panels is better than scraping and starting over. Planner Grahn pointed out that the applicant has demonstrated that panelization would preserve a greater amount of historic material.

Planner Grahn commented on the materials deconstruction. She noted that the site is overgrown and there is no historic material to salvage. The applicant was proposing to re-landscape the lot and clean it up. The re-landscaping will not require HPB review because it does not impact historic materials.

In terms of the structure system, Planner Grahn stated that when the Bertagnole's filed their appeal they provided evidence that they believed parts of the house were single-wall construction consistent with the mining era. Looking at it today, there was some framing with horizontal planks on the interior and siding on the exterior. The applicant was proposing to panelize the north, east, and west walls. Therefore, the scope of work is necessary to rehabilitate the building. They will try to salvage the walls in the largest pieces possible. The structure will be updated and the walls will be put on top as a cladding.

Planner Grahn stated that there are two additions on the house. The first was on the side of the house. She reviewed a photo showing the original open porch

that was enclosed sometime after 1949, and then extended in 1969 when the addition was added. She noted that the porch no longer contributes because it does not reflect the workmanship, feeling, and association. There was no evidence of old porch posts. The Staff finds that this is no longer contributory. It is beyond the midpoint of the historic house, and it is not a primary elevation. The Staff believed it could and should be demolished.

Planner Grahn remarked that the second addition occurred in 1969. They know the age based on the tax records and the Sanborn maps. The addition was in the way of where the application is proposing to subdivide the light. The Staff finds that the addition built in 1969 was not contributory to the historic integrity and historical significance of the structure, and it can be demolished.

Planner Grahn indicated the portion of the roof that had caved in due to the fire, which was putting stress on the historic roof members. The historic roof structure had a 9:12 pitch and dimensional framing; however, a lot of it had been fire damaged and burned out. The applicant was proposing to demolish the roof structure and reconstruct the roof. The Staff found this to be necessary for the restoration and rehabilitation. Planner Grahn stated that the Staff looked at the roof structure with the Chief Building Official in hopes that some of the members could be salvaged, but they all looked bad.

Planner Grahn pointed to a brick chimney in the center of the house that appears to be original to the historic house. She was unsure how the chimney could be salvaged given the structure of the roof. The applicant was proposing to reuse the brick to reconstruct a new chimney. The Staff had added a condition of approval to make sure the chimney is reconstructed properly. Planner Grahn pointed to a second chimney on the porch, which she believed was added in the 1960's. It is not historic and does not contribute to the historic integrity. The second chimney could probably be removed.

Planner Grahn commented on the exterior walls, which was clad in a mustard yellow T-11 wood siding. That siding also added in 1969 and appears to have been nailed over some Bricktek siding that covered the shiplap siding. Because the Staff was unsure of the condition of the historic wood siding, a condition of approval was added to make sure the applicant will keep any salvageable siding. The Staff will give them approval in writing and make sure that any reproduction siding matches the original in every aspect.

Planner Grahn remarked that 18 linear feet of the west wall would need to be removed in order to accommodate the transitional element between the historic house and the new addition. She had indicated that line in red. Planner Grahn noted that there is no foundation and the house will be lifted no more than 2' to pour a new basement foundation. The new house will be placed on top of the foundation. The porch also has new materials. The porch posts were probably

added in 1969. The roof structure looked original, but the decking was probably replaced at some point. The applicant planned to restore the porch to its original appearance as shown in the tax photo.

Planner Grahn stated that there were two existing doors on the house. The Staff would determine whether or not the historic front door could be salvaged and reused as an operable door. The Staff will make that determination in writing. A second exterior door on the enclosed porch addition is a hollow wood door that is not historic and does not contribute to the historic significance of the house.

Planner Grahn stated that many of the windows currently in place are either homemade or the original openings that have aluminum windows, or the openings have changed. Once the applicant removes the T-11 siding, they will have a better idea of what is behind it and where the original windows were located. Therefore, a condition of approval was added to state how the applicant will work with the Staff to identify the original window openings, and to make sure they update the preservation plan and restore the original openings where possible. Planner Grahn thought the ones shown in blue were likely historic window openings. The ones shown in red were on the non-historic addition.

Chair Stephens asked if there was a plan for how the panels would be stored. Planner Grahn stated that the panels would be stored vertically onsite with plywood behind them to provide rigidity. They will be stacked in a frame and tarped and protected from the weather. A condition of approval stated that if there is any further damage during the storage, the City will hold part of the financial guarantee.

Chair Stephens had visited the site last week but he had not gone inside. He understood from the presentation that there is framing inside but the original structure is board on board. Planner Grahn thought it was difficult to determine because it did not have the traditional single-wall construction that is normally seen, which is horizontal siding and vertical plank. It was stud walls with plank on the outside and plank on the inside, and siding on the outside. However, some of the photos taken by the Bertagnole's show that in other places of the house it looks like the horizontal plank seen in single-wall construction.

Board Member Hodgkins asked about the plot plan. Planner Grahn reviewed the plan that was in the packet for the City Council agenda the following evening. Mr. Hodgkins asked how it compared to the early Sanborn maps in terms of the shape and size of the site. He asked if it was the same as the original lot. Planner Grahn replied that she would have to double-check the Sanborn maps, but she recalled that it was one of 14 houses that were randomly scattered on the hillside. Planner Grahn presented the 1907 Sanborn map, which showed it as an open, rural lot.

Board Member Beatlebrox understood that the new addition would be on the rear. Planner Grahn replied that the addition the applicant was currently proposing would come off the side. She explained that the south wall of the historic house is the rear wall. That wall has to be rebuilt because it is fire damaged. With the way the street is and how the lot lines are drawn, the applicant will add a single-car garage with living space above just to the side of the historic house.

Board Member Hodgkins asked if there was a 1930s or 1940s map. Planner Grahn had a 1929 Sanborn map available. Director Erickson did not believe the lot configuration that was transferred from the BLM under color of title reflect the lot lines, because that section of town was not subdivided in the original Park City Survey or the Snyder's addition. They were simply squatters on mine claims. The subdivision reflects the property from BLM as part of the mine claim from Bertagnole.

Chair Stephens stated that based on past experiences, he is always nervous when they panelize a building like this and what happens to the material afterwards. He assumed the siding was in fairly good shape having been covered up. However, many times during the construction process it is just easier not to work with it. Chair Stephens believed the Staff had included the necessary constraints to make sure it is worked with. For that reason, he was comfortable with the Staff recommendation.

Board Member Beatlebrox was thrilled that this project looked like a blessing for the area. She has watched those three homes and she was sorry that the BLM still owned the other two. Ms. Beatlebrox was excited to see the progress of this project.

Chair Stephens opened the public hearing.

There were no comments.

Chair Stephens closed the public hearing.

Director Erickson stated that a motion would be to approve the reconstruction of the historic house and material deconstruction of non-historic and non-contributory materials at 632 Deer Valley Loop pursuant to the following findings of fact, conclusions of law, and conditions of approval found in the Staff report.

MOTION: Board Member Beatlebrox moved to APPROVE the reconstruction of the historic house and the material deconstruction of non-historic and non-contributory materials as stated by Director Erickson. Board Member Holmgren seconded the motion.

VOTE: The motion passed unanimously.

Findings of Fact – 632 Deer Valley Loop

1. The property is located at 632 Deer Valley Drive.
2. The site is designated as Significant on the Historic Sites Inventory.
3. Based on Sanborn Fire Insurance map analysis, the house was constructed as a two-room frame dwelling c.1900. Between 1912 and 1918, the structure was expanded to create the four-room cottage seen today by adding a new addition across the façade. A front porch was also built at this time.
4. Following the end of the Mature Mining Era (1894-1930), an open porch on the west elevation was enclosed. This porch was later expanded again in the c.1969 remodel to create a larger mudroom that extended beyond the south wall of the historic house and on to the c.1969 rear addition that was constructed.
5. In 1981, William and Julie Bertagnole purchased the property from Harold and Mary Dudley and used it as an income property.
6. On May 17, 1999, a fire severely damaged the rear portion of the house. The house has been abandoned since that date.
7. On May 2, 2013, the Bureau of Land Management (BLM) granted the Bertagnoles a land patent for ownership of the parcel.
8. On August 21, 2013, the Park City Building Department issued a Notice and Order to Vacate and Repair the structure due to fire damage and the dilapidated state of the building.
9. On November 13, 2013, the Historic Preservation Board (HPB) held a Determination of Significance (DOS) hearing and found that the house should remain designated as —Significantll on the City’s Historic Sites Inventory (HSI).
- 10.The Bertagnoles appealed the HPB’s determination of significance on April 15, 2014, to the Board of Adjustment (BOA). It was remanded back to the HPB for further review due to the applicant submitting additional information; the HPB reviewed the application again on May 21, 2014, and the Bertagnoles again appealed the determination.
11. On July 9, 2014, the Bertagnoles withdrew their appeal of the DOS.
12. In February 2016, the Bertagnoles sold the property to 632 DVL, LLC.

13. On October 20, 2016, the Park City Council approved the Lilac Hill Subdivision as Ordinance No. 16-32.

14. On March 2, 2017, the property was purchased by the current owners, Lilac Hill LLC.

15. On March 9, 2017, the Planning Department received a subdivision application to subdivide the existing lot into two lots of record. The proposed subdivision was heard by the Park City Planning Commission on July 12, 2017. The subdivision is dependent on the HPB allowing for the rear addition on the south elevation to be removed. The plat has not yet been approved by City Council.

16. On March 28, 2017, the Planning Department received a Historic District Design Review (HDDR) application for the property at 632 Deer Valley Loop; the application was deemed complete on April 11, 2017. The HDDR has not yet been approved as it is dependent on the HPB's review for Material Deconstruction and the proposed disassembly/reassembly (—PanelizationII) of the historic house.

17. The applicant proposes to panelize the historic c.1900-1912 historic four-room house. The proposal to disassemble/reassemble (panelize) the house complies with LMC 15-11-14 Disassembly and Reassembly of a Historic Building or Historic Structure. A structural engineer has found that the Historic Building cannot be reasonably moved intact due to its poor structural condition. The proposed disassembly and reassembly will abate demolition of the Historic Structure; the existing roof is severely compromised due to the c.1999 fire and the structure is no longer structurally sound. Panelization will preserve a greater amount of materials than a complete reconstruction. The Building Department issued a Notice and Order on August 21, 2013, and the Chief Building Official found that this was a dangerous building on July 26, 2017. There are unique conditions that warrant the panelization of this structure including its poor structural condition and that panelization will preserve a greater amount of historic materials.

18. The applicant intends to remove broken wood stairs leading from the gravel parking area to the front porch and clean-up the overgrown landscaping on the site. The proposed scope of work on the site design does not impact any historic materials and thus does not require HPB review.

19. The applicant proposes to remove the existing floor structure that rests directly on dirt and construct a new wall structure. The proposed scope of work is required for the rehabilitation of the house.

20. The applicant proposes to remove a c.1941 enclosed porch located on the west elevation; the enclosed porch was further expanded in 1969 and no longer maintains its integrity as it does not reflect the workmanship, feeling, and association with the Mature Mining Era (1894-1930). The addition is non-contributory to the historic integrity and historical significance of the structure and can be demolished.

21. The applicant is also proposing to remove a c.1969 rear addition along the south elevation. The addition is non-contributory to the historic integrity and historical significance of the structure and can be demolished.

22. The applicant proposes to reconstruct the roof as the existing gable roof structure was severely damaged by the 1999 fire and has been exposed to the natural elements since that time. The proposed scope of work is necessary for the restoration and rehabilitation of the building.

23. The applicant proposes to salvage and reconstruct the existing c.1900 brick chimney. The material demolition of the chimney is necessary in order to reconstruct the roof.

24. The applicant proposes to demolish a metal chimney flue on the south elevation and a concrete block chimney on the west elevation—both of these were likely added during the c.1969 remodel. These additions do not contribute to the historic integrity and historical significance of the structure and may be demolished.

25. The applicant proposes to remove the existing T-11 wood siding that was introduced in c.1969 and previous layers of Bricktex and other siding that may be covering the original c.1900 wood siding. The removal of the non-historic siding is necessary for the restoration of the historic wood siding.

26. The applicant proposes to construct a new addition along the west elevation of the historic house, which will require the material deconstruction of 18 linear feet of the west wall in order to accommodate a transitional element between the historic house and new addition. The proposed exterior changes will not destroy the exterior architectural features of the subject property which are compatible with the character of the historic site.

27. The applicant proposes to construct a new foundation beneath the historic house, removing any remnants of a historic foundation or piers that may currently exist. The material deconstruction of the deteriorated floor system is necessary in order to rehabilitate the historic house.

28. The applicant proposes to reconstruct the historic porch based on photographic evidence. The current framing is in poor condition and has settled.

The historic hip roof is failing and is supported by ornamental metal posts, likely introduced in c.1969 remodel. The proposed material deconstruction is necessary in order to restore the appearance of the original porch.

29. The applicant proposes to restore the four-panel door with half-light on the north façade; the material deconstruction is necessary for the restoration of the house. The applicant proposes to demolish a non-historic service door on the west elevation; the door does not contribute to the historical integrity or historical significance of the house.

30. It is unclear if the existing window openings are historic or were introduced as part of the c.1969 remodel. Only the double-hung windows on the east and west sides may be the original openings; however, all of the existing windows are replacement, single-pane windows built-in place or with aluminum frames. The applicant is proposing to restore the original window openings with new wood windows. The material deconstruction is necessary in order to restore the original window openings.

31. There are nine (9) non-historic windows on the enclosed porch addition on the west elevation as well as the non-historic addition across the south elevation. These windows do not contribute to the historical significance of the house and can be removed along with the non-historic additions.

Conclusions of Law – 632 Deer Valley Loop

1. The proposal complies with the Land Management Code requirements pursuant to the HR-M District and regarding historic structure deconstruction and reconstruction. The proposal meets the criteria for Disassembly and Reassembly pursuant to LMC 15-11-14. Disassembly and Reassembly of a Historic Building or Historic Structure.

Conditions of Approval 632 Deer Valley Loop

1. Final building plans and construction details for the historic house shall reflect substantial compliance with the HDDR proposal stamped in on June 13, 2017. Any changes, modifications, or deviations from the approved design that have not been approved by the Planning and Building Departments may result in a stop work order.

2. Written plans detailing the disassembly and reassembly steps and procedures shall be submitted and approved by the Planning and Building Departments as part of the building permit.

3. The applicant shall document through photographic means the disassembly of the building. As each component is disassembled, its physical condition shall be noted, particularly if it differs from the condition stated in the pre-disassembly documentation.

4. The wall panels shall be protected with rigid materials, such as sheets of plywood. The wall panels shall be securely stored on-site until needed for reassembly. The City may hold a portion of the financial guarantee should further damage or destruction occurs to the panels while they are stored on site.

6. When reassembling the structure, its original orientation and siting shall be approximated as close as possible.

7. Should the historic chimney not be able to be removed in one piece, the applicant shall disassemble the chimney in the largest workable pieces possible. All the elements of the chimney shall be systematically separated from the chimney. The markings shall be removable or made on surfaces that will be hidden from view when the chimney is reassembled. The process of the disassembly shall be recorded through photographic means.

8. Where the historic exterior materials cannot be repaired, they will be replaced with materials that match the original in all respects: scale, dimension, texture, profile, material and finish. Prior to replacement, the applicant shall demonstrate to the Planning Director that the materials are no longer safe and/or serviceable and cannot be repaired to a safe and/or serviceable condition. The Planning Director shall approve the removal of the historic materials in writing prior to any removal of the materials. The Historic Preservation Plan shall be updated, as necessary, to reflect the conditions of the original wood siding.

9. The applicant shall work with the Historic Preservation Planner to determine whether or not the historic door on the historic house can be salvaged and reused as an operable door on the rehabilitated house. The Historic Preservation Planner shall make a determination in writing prior to material deconstruction on the door. The applicant shall also be responsible for recording addendums to the Historic Preservation Plan with the Summit County Recorder's Office.

10. Following the removal of the non-historic T-11 siding, the applicant shall update his Historic Preservation Plan with a conditions report detailing the locations of original window openings. The applicant shall base any window modifications on the façade (north elevation) or secondary facades (east and west elevations) that will be visible from the Woodside Avenue right-of-way on physical, measured evidence uncovered during the demolition process. Planning staff shall review and approve the updated window configuration based on this new physical evidence.

2. 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 limiting the use of flat roofs to protect streetscape façades.
(Application PL-16-03352)

Planner Hannah Tyler noted that the HPB has previously seen these LMC amendments to address flat roofs in Old Town in all of the H Districts. She would quickly review the amendments and requested that the Board provide feedback. The Staff would be presenting these amendments to the Planning Commission next week and passing along the feedback from the HPB.

Planner Tyler remarked that the biggest changes were to the definitions to add clarification. The names were very close and it was easy to get them confused. The definition for primary roof form did not change, but they ended up changing contributory roof form to bring it back to how they were looking at the streetscape with some of the contributory status. Director Erickson explained that the primary roof form is the largest chunk of roof, and the contributory roof form is from the streetscape and contributes to the rhythm and scale of the street.

Planner Tyler added clarification on c) roof pitch. This is where they try to address the roof pitch at the street. She noted an error in the language which states, "The roof pitch of a structure's primary roof form shall be between....". She corrected "primary roof form" that to say "contributory roof form." The Staff requested that to be between 7:12 and 12:12 to maintain a pitch rather than having flat roofs on the streetscape that the Staff finds would not contribute to the overall style of Old Town. The language was also changes to say, "They shall occupy a minimum of 20' from the front façade", meaning that anything after 20' feet could then go into a flat roof or less than 7:12. Planner Tyler emphasized that the intent was to add clarification on how they were treating the roof at the street.

Chair Stephens understood that the contributory roof and the primary roof could be the same roof. Planner Grahn replied that they could be but they do not have to be.

Planner Tyler stated that the intent is to add flexibility to keep it from being so predictable that every house looks the same. There was a push to allow some type of flat roof in these designs. Chair Stephens asked if part of the roof on the streetscape, if it is not the primary roof or the contributory roof, could be flat. Planner Grahn replied that as long as it is clear that it is a secondary roof form, for example a porch roof, it would probably be acceptable because the pitched roof would be the most visible at the street. Porch roofs or side roofs would be the secondary roof form. Chair Stephens stated that he was not as concerned on a single lot. However, on a larger lot a flat roof on a larger new home could

help minimize the massing from the street and keep it more in the rhythm of the street. He was having a hard time finding the flexibility and the intent.

Planner Grahn thought they needed to keep in mind that in revising the Design Guidelines they have been pushing for the modules to match the volumes of historic structures. She thought that would help them key in on the secondary forms. Chair Stephens clarified that he wanted a better understanding of how the Planning Commission would interpret that. He asked if it was just that they were trying to avoid flat roofs except for porches. Planner Grahn replied that the Staff would prefer not to see any flat roofs on the street front, unless it is on a porch or another element. The intent is to have a pitched roof because it contributes more to the streetscape.

Director Erickson stated that the intention is to hold rooftop decks below 23' and minimize the appearance of flat roofs from the primary façade, but also consider them positively if they reduce the appearance of bulk and mass of the building. For example, if the building looks bigger for whatever reason, they would probably look at a flat roof to reduce that appearance.

Board Member Hodgkins asked if there would still be a height limit on that flat roof. Director Erickson stated that if it is not a deck the height could be up to 17', which is the zone height. Planner Grahn remarked that if someone intends to add a rooftop deck, the maximum height would be 23' with the railings to avoid having third or fourth story party decks.

Chair Stephens understood the interpretation and he agreed with it because it could allow for good architecture. Director Erickson noted that the pictures this amendment was modeled after were not included in the Staff report. The HPB previously reviewed some of the picture during their discussion about rhythm and scale on the street for the Historic District Guidelines. They developed the model to reduce volume and mass and maintain the pitched roofs as best as possible. The Staff also wanted to make sure they could accommodate a transitional element between the historic structure and new construction that may want a flat roof.

Chair Stephens thought the pictures would be helpful. His concern was how the design community would interpret the flexibility. Director Erickson believed there was motivation on the part of the City Council to eliminate flat roofs generally. The Staff see theoretical benefit in a green roof, as well as a benefit in the less than steep roof to reduce bulk, mass and scale, and the effect of the contributory roof form. Director Erickson commented on the flat roof at the Washington school and other structures with flat roofs. Director Erickson stated that if the HPB votes to move this forward, he would work with Planners Grahn and Tyler to see if they can clarify that the contributory roof form flat area cannot be more than x-amount of the total contributory roof. He noted that the 20' modular is

roughly that of a historic building form module. Once they step out of that module it can probably go to a flat section and transition.

Chair Stephens was satisfied that his concerns had been answered. He does not want all the new construction in Old Town to look the same and this amendment allows creativity for the design community to design something that helps keep the rhythm and pattern. Chair Stephens thought this was going in the right direction.

Board Member Beatlebrox understood that the contributory roof form was not the secondary roof form, but the secondary roof form can be a flat roof. However, the language states, "a roof that is not part of the contributory roof form may be below the 7:12 roof pitch". She thought that would be the secondary roof form by definition. Planner Grahn answered yes. Planner Tyler stated that the language should correctly read, "a secondary roof form may be below 7:12".

Chair Stephens asked if the zone height was 27' or 35'. Planner Grahn stated that the zone height is 27' above existing grade. Chair Stephens read, "A structure containing a flat roof shall have a maximum height of 35' measured from the lowest..." Planner Grahn thought that related to the interior height, but she would relook at the numbers. Planner Tyler noted that if he was referring to the language on page 272, Item 4, that is Code and the language is correct. It basically allows a maximum of 35 from the lowest floor plane to the top plate. It is the internal height. Director Erickson clarified that the external measurement is 27' and the internal measurement is 35'. Chair Stephens confirmed that there is not a height benefit for doing a flat roof. Director Erickson replied that he was correct.

Board Member Hodgkins believed they were focused on this in an effort to get some continuity in roofscape as they look out over Old Town. He asked if there were spots on the hills that would not be considered in this jurisdiction where they could end up with large flat roof structures that would work against what they were trying to accomplish. Planner Grahn thought there could be further down on Lowell as it gets closer to the Resort, or directly across going up the hill. Director Erickson believed the rest of the Historic District was well protected from incursions other than the R-1 on Deer Valley. There may also be weak spots in the RC zone north of the Library where those lots on Woodside and Empire are in the HRM and the HR-1 zones. Planner Tyler stated that parts of Woodside down by the Library Park was in the Historic District, and the rest was in Resort Commercial. Director Erickson remarked that that transition area could be affected as well.

Director Erickson stated that Echo Spur took the green roof option as opposed to the design review option. At the time the Planning Director had the authority to approve a green roof, which allowed it to be flat rather than meet the Design

Guidelines. The one-story contemporary house at 11th and Lowell also took the green roof option. He pointed out that it was still in the model, but the intrusive rooftop decks would be eliminated once this ordinance is approved.

Board Member Beatlebrox referred to the public comment from Pam Malpin and Bill Tew that was included in the Staff report. They were concerned about the infill on Rossi Hill Drive and Echo Spur road. She asked if that would be allowed if this ordinance is passed. Planner Grahn replied that with the proposed ordinance they would at least be required to have a pitched roof at the front of those buildings. She believed that would reduce the amount of flat roof that is visible on those designs.

Director Erickson clarified that the new Historic District Guidelines, including this ordinance, would revise the larger windows down to a more architecturally compatible size and scale of the windows. The materials could probably move forward as shown. The flat roof deck would go away. Solar panels on the roof are not defined as a green roof so they have to add grass. Director Erickson believed the solar panels were too steep to meet the current Code. He assumed that three-quarters of the unit would not be approved.

Chair Stephens understood that you could have a flat green roof but without an active deck on it. Planner Grahn answered yes. A roof plan would have a pitch at the street, and could have a series of steps depending on the grade. However, if the majority of the roof form would be flat, it is required to be green. Chair Stephens stated that in reading the green roof ordinance, it thought it was one or the other. Someone would either choose the green roof ordinance or the design review process. He understood that if a builder or designer chooses the green roof ordinance they could design a totally flat roof. Planner Grahn explained that under the new provisions, they would be required to pitch the roof at the street for the first 20'. After that it could be flat at the zone height, which is 23'. Chair Stephens clarified that the new ordinance would impact the green roof ordinance. Director Erickson replied that he was correct. Chair Stephens asked if that was stated in the proposed ordinance so there would be no confusion. Planner Grahn thought the language regarding the contributory roof form and the requirements for a flat roof would make it clear.

Director Erickson understood that the HPB was saying that the contributory roof form could not be a green roof or flat at zone height. It would have to be 23' for the deck height, or a secondary roof form. Planner Grahn offered to add a sentence to clarify the intent.

Director Erickson stated that this proposed ordinance would go to the Planning Commission and then to the City Council. If the HPB was comfortable with this ordinance and did not need to see it again, they could forward a recommendation this evening.

Chair Stephens opened the public hearing.

Ruth Meintsma, 305 Woodside, stated that the contributory label was genius and she commended the person who came up with it. Ms. Meintsma remarked that primary is the roof shape with the largest area. She understood that largest area means it has to be 51% or more. She pointed out that a pitched roof could be a lot more area if it was calculated by the decking.

Director Erickson replied that the total level squared. They were not counting the pitch.

Ms. Meintsma noted that the language talks about 20' to the rear of the building measured from the façade as viewed from the public right-of-way. However, she asked if there could still be confusion as to what is the façade.

Planner Grahn stated that she could add "primary façade", but the façade is always the face of the building. She did not think there would be too much confusion.

Ms. Meintsma understood that if there are two public right-of-ways, it has to be the primary facade. For example, if a house is on the corner, it would be on the main street.

Chair Stephens closed the public hearing.

Chair Stephens liked how they were not permitting decks, hot tubs, outdoor cooking areas and seating areas on green roofs. He commented on the parapets around it and asked if there was something in the Building Code to address it. Director Erickson stated that it is not perfectly clear in the Building Code. Some buildings with green roofs do not have parapets at fence height, and other people claim they need to have the railings to meet OSHA standards. He did not believe there was a reason for the parapet for anyone doing maintenance on the roof.

Chair Stephens asked about stairs for access. Planner Grahn replied that stairs and access would be addressed on a case by case basis based on the size of the lot. Chair Stephens remarked that a green roof could be active at 23'. Director Erickson answered yes. Planner Grahn pointed out that an active deck would not be allowed at the zone height of 27'.

MOTION: Board Member Holmgren made a motion to move the proposed ordinance forward to the Planning Commission and the City Council for input and approval. Board Member Hodgkins seconded the motion.

VOTE: The motion passed unanimously.

The meeting adjourned at 5:54 p.m.

Approved by _____
Douglas Stephens, Chair
Historic Preservation Board



Historic Preservation Board Staff Communications Report

Subject: Historic District Grant Program
Author: Anya Grahn, Historic Preservation Planner
Bruce Erickson, Planning Director, AICP
Department: Planning
Date: October 4, 2017
Type of Item: Staff Communication

On January 8, 2015, City Council approved changes to the Historic District Grant Program and adopted a policy to manage the grant program. Grants were to be used toward specific rehabilitation projects. Primary residents (either the homeowner or a full time renter) could be awarded up to fifty percent (50%) of total eligible construction costs, while homes which are used as a secondary-home or nightly rental could be awarded up to forty percent (40%) of total eligible construction costs. Commercial property owners are eligible for up to fifty percent (50%) total eligible construction costs. Grant applicants may receive up to 10% increased funding for those renovation projects that improved a site’s designation from “significant” to “landmark.”

The program has largely been “on hold” since 2015 as we consider amendments to the eligibility and administration of the Historic District Grant Program.

The following selected links relate to passing the revisions to the grant program in 2015 (note that these reports include previous staff reports and minutes to the City Council and HPB):

October 9, 2014 [City Council Report](#) (starting page 81) + [Minutes](#) (starting page 3)
December 4, 2014 [City Council Report](#) (starting page 25) + [Minutes](#) (starting page 10)
January 5, 2017 [City Council Report](#) (starting page 20)

In January 2017, the Planning Department contracted Kjersti Monson of Duval Companies to conduct a study of our Historic District Grant program and recommend changes for its administration. A preliminary draft has been attached as an Exhibit A to this Staff Communication report. This document is still in draft form and staff is working with the consultant to correct any misinformation and include additional information.

The Planning Department had organized a Historic District Grant Program work session with the City Council and Historic Preservation Board (HPB) on September 19th; however, this meeting was cancelled due to the lack of council and board members availability.

The Planning Department staff will organize a joint HPB- City Council work session as

an opportunity to further discuss administration of the Historic District Grant Program. Consultant Kjersti Monson will be presenting her research findings and also hosting a facilitated workshop to solicit input from the HPB and City Council on criteria for awarding grants as well as the administration of the grants at that time. City Council will be reviewing the grant program revisions in the future and looking to the HPB for direction.

Historic Grant Study

**Park City
Planning Department**

**2017
Draft Version**



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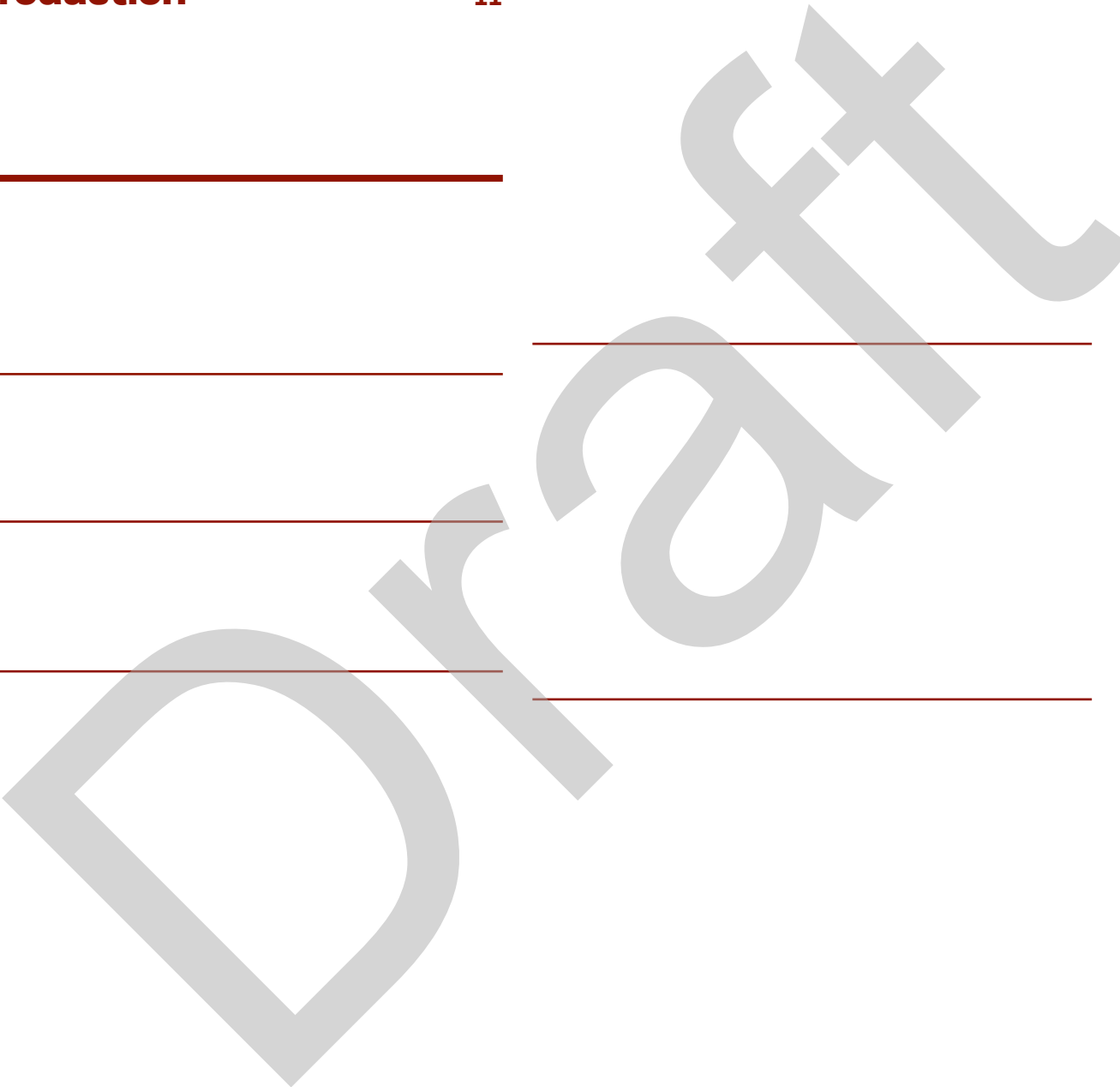
Updates and addenda to the Historic District Guide will be posted on the Street Design Manual website at www.parkcity.org/departments/community-development/planning/xxxxxx.
Readers may register on the website to receive updates by email.

RIGHT: Main Street, intersection of
XXX and XXX, Park City



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Foreword from (Elected Official)

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John Hancock
Elected Official

Preface

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Bruce Erickson
Planning Department

Acknowledgements

Draft

Introduction

Park City has benefited culturally and economically from the community's longstanding dedication to heritage preservation. The initial success in 1979 of achieving national designation for the historic Main Street district, followed by the creation of a dedicated commission in the early 1980s (the Historic District Commission, which in 2003 was restructured as the Heritage Preservation Board) focused on preservation matters, led to purposeful and strategic public investments in restoration, enhancement, and interpretation.

It was the Historic District Commission that designed and implemented the Historic District Grant (HDG) program.

Because funds for the HDG program originated with the Redevelopment Agency (RDA) - which remained the funder for much of the life of the grant, there was an underlying framework of economic development thinking in the program's formation and administration. It was a dollar-for-dollar matching grant program designed as a public-private initiative, and was fully intentioned about the goal of incentivizing private investment through an injection of public dollars.

The overwhelming private response to the grant program over many years has resulted in hundreds of properties improved through not only investment of dollars, but through cultivation of knowledge and a culture

Historic Preservation has contributed to Park City's vibrant Main Street.



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of preservation. Applicant property owners entered into purposeful dialogue with the City and the HDC as they explored their options and achieved compliance with guiding preservation policies. Newspaper articles highlighted and interpreted significant renovation stories, and in so doing served to celebrate the town's history.

The Historical Society recognized achievements in heritage preservation with certificates and plaques. As more and more properties were renovated and took on new life as contributing properties, the downtown that was once considered "blighted" (cite article) became one of the most desirable places to live in the country - a place of great character and a viable second home option for many.

The overwhelming success of Park City's heritage-building investments, to which the Historic District Grant program has been a core contributor, has led to a different set of challenges and issues for the community. Policymakers are now wrestling with how to maintain affordability in housing, and how to retain local primary residents in light of the area's desirability as a second home and short term rental option.

The Historic District Grant has been a major player in the growth and success of Park City as a

tourist destination and a valued community. The program has had a long and illustrious life, with great success over many decades, and it has evolved over time. The grant program of today is not the same as the program that was launched in 1987. Levels of funding, types of grants, and eligible expenditures have all evolved numerous times over the course of the grant program's life, and the City has sensed that the program must evolve again to adapt to new community realities and to reflect current City goals.

The purpose of this study, commissioned and overseen by the Planning Department, has been to document the grant's history, understand and contextualize the grant through the lens of current priorities and conditions as well trends through time, and to make recommendations for how to shape the grant going forward so that it can continue to contribute to both the character and the values of Park City.

History

History of the Historic District Grant Program

In 1977, the Park City Redevelopment Agency was created with multiple goals in mind, most notably the improvement of Main Street. In 1979, as part of a burgeoning preservation movement, the City succeeded in having Main Street designated as a National Historic Site, and city leaders envisioned enhancements to downtown that would contribute to Park City becoming a recreational and touristic destination.

Under the same leadership who sought the National designation, additional historic residential and historic commercial zoning was put in place by the City over the next couple of years, and historic properties were identified. In 1981, the Historic District Commission was created by ordinance and given broad powers within the historic districts, including authority over the review and approval of building permits, demolition permits, and shaping preservation policy.



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Although there was significant interest in preservation and renovation in these early years, demonstrated through formal actions of government in ordinance and policy, there were very limited resources to undertake renovation

of historic properties. A headline on December 18, 1986 in the Park Record declared "Renovation is expensive, but it may be the only hope." The article laments historic properties in limbo – homes that are too run down to be rented or

Changing Priorities Over Time

The goals and criteria for the program changed over time. From 1987 to 1991, the grant was for exteriors only – intended to fund “physical improvements to the outside of the building so all residents would benefit.” In 1992, foundation and stabilization work became eligible. Wiring heating and plumbing became eligible expenditure in 1995. By 1997, critical structural and foundation work became the major focus and priority of the grant.

Funding levels and the number of grants also changed over time. The initial \$5,000 residential maximum and \$10,000 commercial maximum became \$10,000/\$15,000 respectively in 1998, and during that same year a \$50,000 “landmark” grant was offered for the first time. Grant maximums by type were eventually phased out and replaced by a common pool of allocated funds distributed to eligible and approved projects on a first come first served basis. This was one of the changes implemented under new grant governance put in place in 2003.

Changing Authorities & Governance for the Grant Program

In July 2003, in a sweeping set of actions disbanded the Historic District Commission and replaced it with the Heritage Preservation Board, which was given more limited authority. During this time, the City also streamlined and restructured other parts of government leading to the departure or dismissal of three department directors: community development, administrative services, and leisure services.

The HDC had become the subject of ire by many who claimed that the Commissioners held too much power to make subjective decisions, and that their authority was unchecked. Initial indications by elected officials that the Commission would be eliminated were not well received, however, and a restructuring by ordinance was pursued instead. In the restructuring, a new body was formed with diminished authority. City staff would now take on the authority to review and approve permit applications – a power previously held by the HDC. Demolition permit decisions in historic districts were shifted to an independent hearing board. The newly formed Heritage Preservation Board would retain the authority to shape city policy on preservation, and would continue to oversee the Historic District Grant program.

One of the first changes made to the Historic District Grant Program was to end the annual application and award cycle and replace it with year-round applications and awards, a change which remains a popular characteristic of the program today. Although the change was a welcome one for homeowners, it had the potentially unintended consequence of reducing opportunities for annual press coverage of the program.

In past years, reporters covered announcements of the upcoming deadline, informational meetings were organized in the weeks leading up to the deadline, metrics from the previous grant cycle were published (including fun facts like which street had received the most investment that year), and human interest stories were featured about very significant properties or projects renovated that

year. The annual cycle also inspired events and awards, for instance the Historical Society honoring the best projects with certificates and plaques at an annual event.

[Include more detailed coverage of relevant events and accomplishments in the years 2003-2016 based on City staff input to be solicited at Tech Adv Mtg end of August.]

Changing Rules & Priorities: the Next Evolution of the Grant

- Describe pertinent City and Board actions from 2014-2016 including noting the funding source change and actions of the HPB and Council to initiate a refresh on the program. Summary follows to transform into narrative:

In 2014 [verify year] changes to government accounting rules (GASB) resulted in a finding that the City could no longer fund capital improvement projects with Capital Improvement Project (CIP) funds for projects or assets the City does not own. Historic District Grants constituted capital improvement projects of this type. The Historic District Grant program was originally housed in the CIP and funded with the Main Street and Lower Park Avenue (LPA) RDA funds as directed by Council and included in the RDA resolutions. The funding questions raised in 2014 spurred broader questions about administering the program including a review of the application process and eligibility criteria, which reflected an interest in aligning the program more closely with other City priorities and objectives.

In 2012, City Council adopted the Park City 2030 Long Range Strategic Plan, and defined a set of priorities that reflected a significant policy focus on housing, transportation, and energy. The top priority identified was affordability. Staff and elected officials observed that Park City was becoming an expensive place to live, and, in particular, the historic districts were becoming popular second home communities where locals and primary residents were at risk of being priced out.

In a conversation with Planning Director Bruce Erickson, it was evident that this trend was perceived

as not only a housing challenge, but a vibrancy challenge. In addition to promoting an equitable and complete community, Erickson is focused on keeping a local influence on and around Main Street and elsewhere, noting that chains and franchises diminish the value of Park City as a place with a unique local flavor that tourists and residents both value.

To keep local influence vibrant, it's important to make it possible for primary residents, who comprise local business owners and the workforce that supports them, to remain in Park City, owning and operating authentic local establishments - not being

To keep local influence vibrant, it's important to make it possible for primary residents to remain in Park City.



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driven out by rising costs of housing. For many reasons, affordable housing is a major initiative of the City and a value that policymakers and staff seek to embed in public dollars expended.

Issues directly and tangentially pertinent to an update of the Historic District Grant program were fleshed out by staff with leadership at a Council working session on October 9, 2014. In a staff report to City Council, a recommendation was made for Council to review and adopt a new policy for the administration of the

Historic District Grant program. Staff brought the matter to the Historic Preservation Board on November 5, 2014. The HPB was asked to review recommended changes to the program, and to provide direction regarding the application process and policy for administration of the program.

At that time, the HPB approved the following changes, which began to reflect consideration of primary versus secondary homeowners and their eligibility to receive these grants:

Approved Changes

- Houses lived in by primary residents (those houses in which the homeowner or a renter lives in full time) be awarded up to 50% of their eligible costs, while homes which are to be used as secondary homes or nightly rentals (i.e. not lived in by the primary residents) be awarded up to 40% of eligible costs.
- Commercial properties will continue to be eligible for up to 50% of construction costs regardless of ownership.
- An additional 10% may be awarded to those property owners committed to renovating a significant structure to elevate its status to landmark.

Staff sought a positive recommendation from HPB to City Council on proposed changes, and on December 4, 2014, staff recommended to City Council that they review recommended changes and adopt a policy for administration of the program.

In January 2015, staff submitted a report to City Council consistent with this recommendation, and Council supported staff recommendations. Throughout 2015-2016, staff considered ways to adjust the

program in light of the funding question and adopted City priorities. On January 5, 2017, the following staff communication was made to City Council:

Since 1987, the Historic District Grant program has operated continuously with the support of City Council and the Historic Preservation Board (HPB). The Historic Preservation Grant program was originally housed in the Capital Improvement Project (CIP) and funded with the Main Street and Lower Park Avenue (LPA) RDA funds as directed by Council and included in the RDA resolutions.

With changes to the government accounting rules (GASB) in 2014, the City can no longer fund capital improvement projects with CIP funds for projects or assets the City does not own such as properties awarded grants through the Historic District Grant Program. In 2015, staff revised the Historic District Grant Program in order to reflect changes to the GASB.

Due to the concerns and feedback we received from the Historic Preservation Board (HPB) in early 2015-2016, staff has been analyzing ways in which to restructure the grant program. Planning is developing a proposal for a two-tier program that

implements smaller grants on an ad-hoc basis with specific criteria and a larger program with a once or twice per year competitive selection process. Staff will be returning to City Council in February with a model program that would enable the City to award smaller grant amounts up to \$10,000 while we continue to develop the program further for larger grant amounts. Planning has received one application for a larger grant (\$120,000) cost of work, of which we could reimburse the applicant up to \$60,000 (or half the cost) and has had discussions with a number of homeowners for smaller grants.

The Planning Department engaged Duval to document the grant's history, understand and contextualize the grant through the lens of current priorities and conditions as well trends through time, and to make recommendations for how to shape the grant going forward so that it can continue to contribute to both the character and the values of Park City. This report is the outcome of that engagement, and is intended to inform staff and policymakers as they consider options and make decisions about the grant program in its next iteration.

Analysis

An analysis of history and trends was necessary to inform the process of defining the next iteration of the Historic District Grant Program. Considerations included consideration of Park City land value trends, a study of buying power of grant dollars over time based on costs of construction, ownership trends, economic impacts, and City and stakeholder values and priorities.

Sources and Methods

For this study, decades of parcel data from multiple sources was utilized, including Summit County, the City of Park City, and the US Census. Additional non-parcel data sources include the ENR Construction Cost Index, City staff reports, adopted plans and policies, and news archives (Park City Record) spanning 1979-2004. Finally, direct engagement was undertaken, including stakeholder interviews, a facilitated

workshop with leadership (to come), and a technical advisory meeting with key staff (to come).

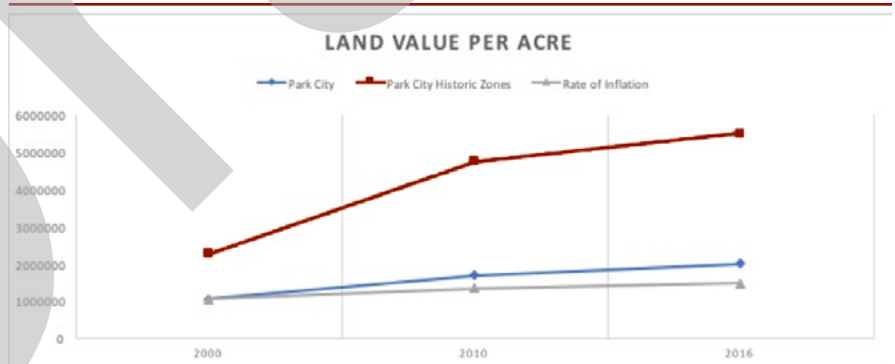
Observations

Research and outreach has led to useful observations about property values, income, ownership trends, economic impact of heritage preservation, and the grant's performance over time. A summary of findings follows.

Property Values Have Risen Faster than Inflation - Especially in Historic Zones

Property values have risen significantly in Park City, and they have risen more and at a faster rate in historic zones than in the city generally. Data from 1990 was too incomplete to analyze, but the trend of an ever widening gap is legible in an analysis of data from 2000-2016.

Property Values Have Risen Faster than Inflation Especially in Historic Zones



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Currently, the value of land in historic zones is nearly 10 times as valuable as the City average value of land per acre.

The City completed a housing assessment and plan in 2012 aimed at addressing growing challenges of affordability, and these issues have been raised by both City staff and stakeholders as an important

consideration in determining how to shape and administer the grant. Park City's investments in heritage preservation, as well as the benefit it has seen as a ski and resort destination, have created lasting value and appeal. Land value in Park City has outpaced the rate of inflation over decades, and land values in historic zones has risen at an even greater rate than Citywide.

Wealthy Households Comprise a Large Share of Total Households in Park City

Park City's median household income in 2015 was \$105,102, which is almost twice the US median income of \$53,889 and exceeds the median in the state of Utah (\$60,727) and Summit County (\$91,773). The median household income in Park City grew from \$90,567 in 2000 to \$105,102 in 2015, outpacing inflation by over 15%, while the US median household income shrank over that same period from \$79,542 in 2000 to \$53,889 in 2015.

Households with income over \$200,000 per year comprise over 25% of households in Park City; by comparison, households earning over \$200,000 per year make up just over 5% of all households in the U.S.

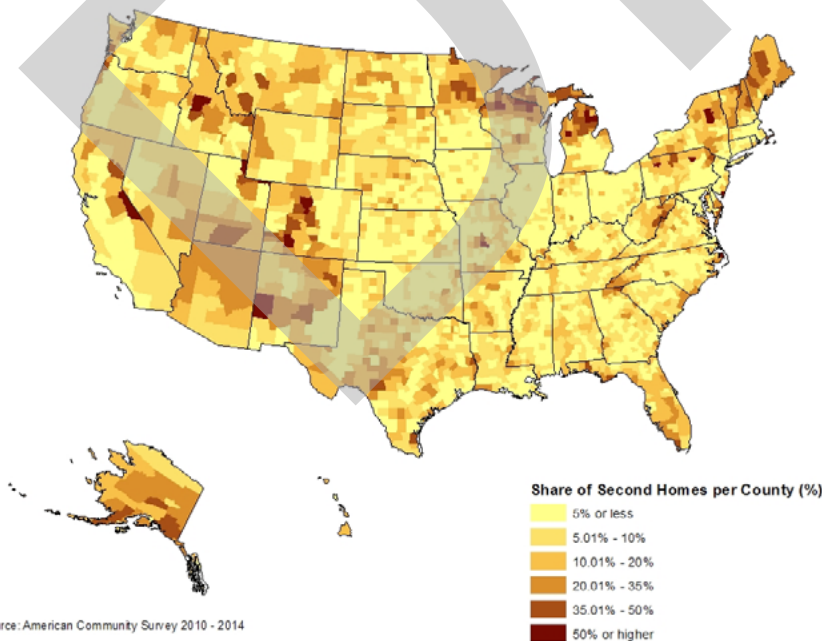
Affordability of housing is a major concern of Park City leadership, who commissioned a housing study in 2010 and have since taken steps

to make the issue a policy priority. Deeper consideration of this issue is beyond the purview of this report, but it is included as an observation due to the interest of some stakeholders in addressing affordability goals in the expenditure of public dollars, including grant dollars.

Secondary Homeownership is a Factor

The National Association of Home Builders (NAHB) estimated from American Community Survey data that in 2014, the share of second homes among the entire U.S. housing stock was 5.6% . For those areas with robust second home markets like Summit County, there are pros and cons to having a much higher rate of non-primary owners. In a 2011 analysis , the Summit County Assessor found that more than half the homes in the County were in non-primary ownership. This places Summit County in company with other major second home markets, though still not breaking into the

Percent of Housing Stock Allocated to Second Homes



Source: American Community Survey 2010 - 2014

More than half of residences in Summit County are secondary

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range of the top ten counties which range from 62% (Dukes County, Massachusetts) to nearly 80% (Hamilton County, NY) second homes.

According to the Assessor, the tax benefits garnered by the presence of second home owners are desirable, but are countered for some by a sense of diminishing community cohesion. [Regarding graphic below: I have been unsuccessful in being able to depict the ratio of non-primary home ownership in Park City - we have challenges with the data set - if I cannot resolve it, I'll keep this stand-in; if I can, there will be more specific findings here]

Two themes pertinent to second home ownership rates have been specifically identified through outreach and engagement. One is about maintaining housing affordability so that Park City remains a complete community with a strong sense of local identity. The other is about ensuring that the City retains its authenticity and unique character through the viability of locally owned and operated businesses. If the owners of these vibrant establishments can no longer afford to be a resident of Park City, they could be lost and replaced by establishments with less interest in reflecting local identity.

These issues are a consideration of the Historic District Grant program design inasmuch as the City and the Heritage Preservation Board have directed that ownership type should inform levels of eligibility for grant support.

Economic Impacts of Heritage Preservation

PlaceEconomics, with the University of Pennsylvania, prepared a study for the Advisory Council on Historic Preservation (AHCP) in 2011 (updated in 2013) called Measuring Economic Impacts of Historic Preservation. The study proposes a number of metrics for use in placing economic value on heritage preservation, including:

- Jobs / Household Income
- Property Values
- Heritage Tourism
- Environmental Measurements
- Downtown Revitalization

The study outlines the definition and purpose of such metrics, as well as potential methods of analysis and reasoning for recommended approaches to developing the metrics. Detailed work on the subject of economic impact is beyond the scope of this study, and yet the economic impact of heritage preservation has been a substantial part of Park City's story and is important to observe in this context.

Metric Development

Leadership may wish to pursue the development of such metrics for Park City to guide future policy and to test several hypotheses that can be made based on a more casual analysis of the facts:

- Jobs have grown along with businesses, events, and resorts in Park City, and the City's investment in heritage resources like Main Street has contributed to that.
- Property values have grown in Park City in part due to heritage investments, with values in historic zones around 10 times as valuable as the City average.
- Tourism has boomed in Park City; natural resources and character-building heritage resources are both major contributors to Park City's appeal as a destination.
- Restoration of older properties contributes to environmental goals; it has building efficiency benefits as well as compact development benefits. Specific metrics for environmental/heritage preservation outcomes could be developed by Park City.
- Downtown revitalization was the original purpose that drove the RDA and HDC to pursue public investments in both infrastructure and heritage preservation in the 1980s. That trajectory has transformed historic Park City and created economic value.

The Buying Power of the Maximum Available Historic District Grant Award Outpaced the Cost of Construction

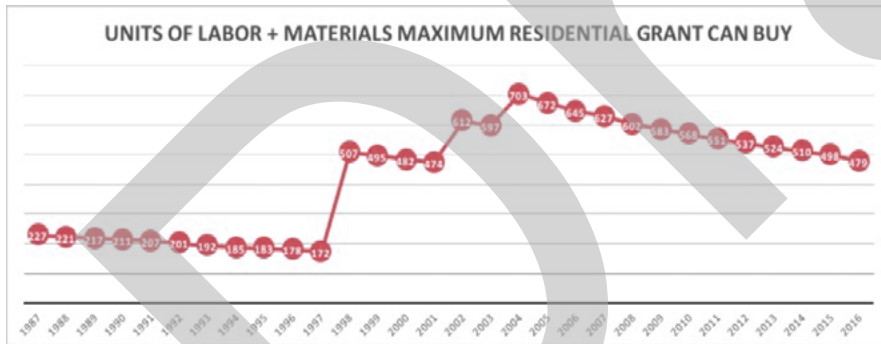
The average cost of construction nationally, according to the ENR Construction Cost Index (CCI), has risen by 2.37 times from the time of the grant’s launch in 1987 to the current day, meaning in short that it has become more expensive to build things. In 1987, the CCI was \$4,406 and by 2016 the CCI had risen to \$10,443.

Many stakeholders identified rising construction costs as a reason for the diminished perceived relevance of the grant program. However, the rise in construction costs over time was matched and exceeded by a more significant rise in the buying power made possible by maximum allowable grant awards over time.

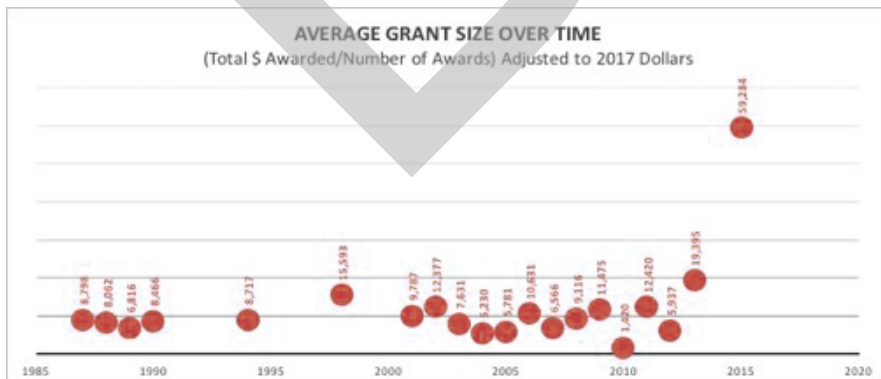
An analysis of historically maximum grant amounts, converted to Construction Cost Index buying power over time, demonstrates that the buying power of the maximum grant declined over the first decade, but then rose at a higher rate than construction costs due to rising maximum grant awards.

For approximately the first decade of the grant’s life, residential awards were capped at \$5000 and commercial at \$10,000. Both residential and commercial caps were raised to \$15,000 in 1988, then raised again in the early 2000s to \$20,000.

The current maximum award that the HPB can approve is \$25,000, though larger awards can be given with approval of Council. The buying power generated by these “raises” over time have enabled residents to buy more



Buying power decreased then was adjusted



Grant size has remained fairly consistent

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labor hours and materials in the latter life of the grant than they could in the early years - even accounting for the rising cost of construction.

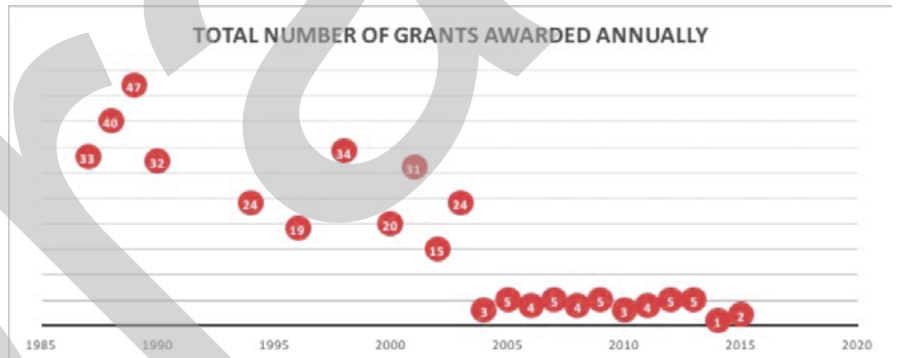
awarded in the early years, and that the impact of the grant to numerous properties was more widely known and publicized.

In the initial years of the grant, the total expenditure was spread over many small grants capping out at low maximums. For this reason, the average grant award (total grant value for a given year divided by the number of grants awarded that year) has been fairly constant over the years, with a slight trend upward.

The grant leveraged significant private investment in hundreds of properties within the historic zones, and through regular coverage in the newspaper, raised the public consciousness about the value of the community's heritage. The result was a growing sense of common purpose and commitment to invest, which had a strong impact on the perceived appeal of these zones and their desirability for additional investment (new businesses, tourism, and programming).

Taken as a group, these findings are inconsistent with the prevailing assumption that the grant had more buying power in its early years. It would be more accurate to say that there were a larger number of grants

The number of grants awarded annually dropped in 2003



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Engagement

One of the most useful sources of information for any study is community engagement. For this study, valuable insights were drawn from stakeholder interview subjects, “goals workshop” participants, and technical advisors. A summary of engagement outcomes follows.

Stakeholder Interviews

Eleven stakeholders were contacted by Duval Companies seeking interviews about the Historic District Grant Program, resulting in 7 interviews being conducted over two weeks in March 2017. Interview subjects represented differing expert or firsthand perspectives on the program, and included grant recipients, an architect, representatives of stakeholder organizations such as the Chamber of Commerce and Historical Society, and the oversight body, the Heritage Preservation Board.

Interview Questions

Interviewees were asked the following seven questions:

1. What is your personal experience with the Historic District Grant program?
2. Do you and your peers have a generally held perspective on the Historic District Grant program? If you were to take the temperature of peers on preservation matters, and specifically grants to properties for restoration, what would the general feeling be? Is it your opinion that the general view of you and your peers is shared by most people?
3. Have you experienced a process with the Historic Preservation Board? What are your thoughts about the role of the HPB?
4. What do you think is necessary for the City to understand in crafting revisions to the Historic District Grant program? What's most important and successful about the program and its goals, and what may need another look?
5. What criteria do you think are most important to include in evaluating the eligibility of an applicant?
6. Are there any difficulties to be aware of? Are there any ways that you feel the program has been mis-used in the past?
7. Can you share a success story about the grant?

Stakeholder Observations: General Themes

In answering each of the questions posed, common themes were touched on among interviewees. Themes included an assessment of the program's value, comments on the process, and ways that the program could be improved. A summary of "interview takeaways" on these broad themes follows. Detailed interview notes with answers compiled for each of the interview questions can be found in Appendix [INSERT].

Perceived Value of the Historic District Grant Program

- The program is valued by those that have used it – however, most people don't really know very much about the program.
- On the commercial side, property owners are one step removed from the issue. Business owners have a stake in the character of Main Street, but they are renting – the property owners are one step removed.
- Preservation is a commonly held value, but issues like affordability and transportation are potentially more pressing topics today.

Success of the Historic District Grant Program

- It was very successful 20 years ago when it supported local people trying to invest in the community and build their own equity as residents. Created a sense of personal pride and investment.
- It is still useful, but due to rising construction costs, it's not as much of a carrot as it used to be.
- It is still useful, but due to rising home values and changing demographics (rising numbers of millionaire second home owners in Oldtown), the grant is not serving the purpose it once did.
- It contributes to historic character, which is very important to people. Historic home tours and historic home dinners are very popular.
- Preservation contributes to sustained stable property values and economic value for tourism.
- One inadvertent negative outcome of the improved historic district is that locals get pushed out due to high property values and nightly rentals.

Ease and Value of Participating in the Program

- Homeowner interviewees who had participated directly in the program thought it was worth it, and stated that it was not an unreasonable process to go through for their project.
- It was observed that many property owners of historic properties would view the grant amount as inconsequential, and could take it or leave it.
- Many people either don't know about the program or don't bother to apply because of the sense that it will be a lot of work.
- Professionals who had some history with the program cautioned about avoiding leaving room for subjective decision-making by governing entities.
- It is perceived as a benefit to homeowners that grants are awarded as reimbursement at the end of the process, since there are often unanticipated costs along the way.

Recommended Improvements

Interviewees had recommendations about program goals, grant award amount, criteria/eligibility, and administration.

Definition of Goals

- Restate the goals of the program in a way that's relevant to today. There is a perception that the people who own historic properties are well off and don't need grant assistance.
- The original goal was to support Park City residents and to restore homes in need of work that otherwise would not be restored. There is general agreement among interviewees that this dynamic has changed along with the demographics and property values in Oldtown.
- Enhance and sustain Oldtown in a way that contributes to the city's economy, increasing tourism and economic value.
- Ensure that Oldtown retains its character by preserving historic structures, and offering interpretive opportunities.
- Focus the dollars on incentivizing higher levels of quality than are required by minimum compliance, for instance, incentivizing wood windows rather than vinyl windows, by making windows a grant eligible improvement.
- Using the defined goals, make a clear framework for decision-making by City staff, the HPB, and users.
- Clearly stated goals and criteria should be defined to manage homeowner expectations and avoid the perception of subjective decision-making.
- A point system should be developed.
- Staff and commissioners should be trained.

Size of Grant

- There is a common perception that the grants are small and inconsequential to historic property owners. There was consideration of making grant awards larger, reflecting today's real costs and home values.
 - Typical grant amounts currently available will not get any project over the "but for" hurdle. Most people doing these projects today are not going to be swayed by a \$10,000 grant. One respondent suggested that \$40-\$50,000 would be a meaningful grant level.
- The grant is valued by homeowners doing smaller projects like roof work, or those doing the work themselves who are less impacted by rising costs of construction.
 - It was suggested that a case could be made for increased public investment by measuring the amount of private investment that has been spurred by public dollars.
- There was consideration of making the grant "smarter" to be more of an incentive to achieving specific "above-minimum requirements outcomes."
 - Doing things above minimum requirements costs more for homeowners, and having an incentive to do so would drive higher quality outcomes.

Criteria

There is a general sense among interviewees that awarding grants to those who do not need public assistance to make their renovation feasible is not ideal, but there is little consensus about how to address the issue. Some interviewees felt that although there may be a perception issue, the grant is not a social program and the real goal is to save and improve historic stock – so who owns the property is a secondary issue.

Other interviewees discussed the possibility of means testing as criteria for eligibility. Some observed that the grant is simply a non-issue in the calculus of a second home buyer who is planning a million-dollar renovation, so perhaps trying to “tune” the grant based on this factor isn’t necessary.

Eligibility

- Respondents pondered whether the City could identify homes that remain to be restored, assess the kind of work they need, and seek to understand why owners are choosing not to do the work. This may help to define criteria, and to design the grant to assist.
- The question was posed: How should the City create criteria for eligible types of work – for instance, should the focus be on work that really contributes to saving a building like foundation work, structural, or roofing? Or should it be the opposite – focusing on work that incentivizes above minimum standard details, like windows and trim?
- The question was posed: Should the City consider tear-downs that are restored as eligible?
- The question was posed: Should the grant privilege local primary residents over second home owners, or should it merely focus on property restoration, with no preference for characteristics of ownership? It was observed that a lot of locals are moving out of Oldtown, and that the community has changed in ways that the grant will not reverse.

Administration

- Interviewees encourage the City to make sure resources are available year-round.
- Include as much staff-level decision-making about eligibility and so on as possible to avoid uncertainty going in to the Heritage Preservation Board process.
- Establish very clear and specific language defining what decisions need to be made by the HPB (and conversely, what is not the purview of the HPB, including design), and establish an objective path to making decisions.
- Provide training to HPB members on their specific authorities, and on the Park City Historic District guidelines that they are to apply to their decisions; also, ensure that there is common understanding by Board members of the fact that the National Park Service guidelines are different, more stringent, and not required.

Goals Workshop with City Leadership

Results of workshop will be summarized here.

Issues Identification with Staff & Technical Experts

Results of technical advisory meeting will be summarized here.

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Summary of Observations from Research and Engagement

A number of high level observations were derived from a review of the grant's history (as documented in news archives), trends discernible in an analysis of City and County data, and themes identified through outreach and engagement with staff and stakeholders.

1) THE PRIMARY OBJECTIVE OF THE GRANT IS THE RESTORATION OF HISTORIC PROPERTY.

The grant should focus first and foremost on what it was designed for: restoration of historic properties; but because there is a strong desire for all public dollars spent to contribute to adopted City Council Priorities and Goals, the application process could incorporate other values through the use of "bid enhancement goals.

- a) Preserve the stock
- b) Support permanent residents
- c) Support transient residents
- d) Consider other enhancement goals

2) THE GRANT PROGRAM IS A PUBLIC INVESTMENT THAT SHOULD CONTINUE.

The grant is perceived as valuable by those who have participated in the program, and should continue to be made available. However:

3) PUBLIC AWARENESS OF THE GRANT SHOULD BE EXPANDED.

There is very low awareness of the grant compared to what is evidenced in the early years; note that the grant became much less visible (both as a news item and in terms of the number of awards given) after the restructuring in 2003 when the HDC was disbanded. Strategies such as hosting public information sessions, soliciting news coverage to report on metrics or highlight subject properties and owners, and giving awards, could be re-introduced.

4) YEAR-ROUND APPLICATIONS & AWARDS ARE DESIREABLE.

The grant shifted from being a once-per-year application and award program to being open to applications year-round in 2003. Consensus is that it should continue to be available year-round.

5) THE BUYING POWER OF GRANT DOLLARS HAVE REMAINED CONSTANT OVER TIME.

The buying power of the maximum residential award today exceeds the buying power of the maximum residential award in the first decade of the grant's life, calling into question the prevailing assumption that more funds are needed per grantee to make the grant relevant.

- a) Engagement topic that will inform Recommendation: what should drive the total budget allowance for grants each year, the size of awards, and the number of grants given, in light of today's priorities and values?

**Summary of Observations from
Research and Engagement****6) THE GRANT CAN BE DESIGNED TO ENCOURAGE BETTER-THAN-MINIMUM-COMPLIANCE OUTCOMES.**

The grant is not perceived to meet the “but for” test for most renovations today. It will not be a significant factor for homeowners in deciding whether a renovation happens or doesn’t happen, but depending on the design of the program, it could influence the standards by which certain design and construction decisions in the renovation are made (such as choosing details and finishes that are higher quality than minimum standards require).

7) APPLICANTS DESIRE CLARITY ON FUNDAMENTALS.

There is a perceived need for more clarity during the process, especially on these matters:

- a) Available Funding at Any Given Time
- b) Detailed Criteria for Approval by the HPB

8) TRAINING & EDUCATION WILL ENHANCE OUTCOMES.

Education and training could enhance the success of the program and its outcomes; consider the following:

- a) Train Heritage Preservation Board members on the Board’s authorities, and on the proper policy standards to apply in making decision to approve or not approve a project.
- b) Train contractors and building professionals in policies and practices pertinent to heritage preservation, and provide certification with regular renewals.
- c) Educate the public about the value of heritage properties, and contextualize heritage properties in the story of the City’s history.
- d) Assuming the City introduces a certification program, inform applicants about City-certified building professionals.

9) THERE IS NOT CONSENSUS ON APPLICANT ELIGIBILITY PRINCIPLES AT THIS TIME

How does the grant program view owner type and wealth of applicant?

An Analysis of Comps Pertinent to Key Objectives

This section will summarize considerations based on an analysis of relevant comps. Goals include increased awareness about historic Park City and its preservation goals through the City's website and coordinated programming; and the establishment of classes and training for both residents and contractors; a certification program for contractors should be considered. Discussion of:

- FHA (stipulated sum agreements; certification)
- Aspen (website; benefits; contractor certification)
- Denver (classes & workshops; resource materials storefront; member-driven funding)

[Still working on this - limiting analysis of Comps to those areas we will develop recommendations for - will be informed by research, engagement and technical advisory meeting]

e.g. relevant lessons from Aspen pertaining to some of the observations in Park City:

Stipulated sum agreements (transparency and predictability of funding)
Certification program (training & education observation)

Recommendations

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Planning Department

Historic Preservation Board Staff Report

Author: Hannah M. Tyler, Planner
Subject: Reorientation
Address: 424 Woodside Avenue
Project Number: PL-16-03379
Date: October 4, 2017
Type of Item: Administrative – Reorientation (Rotation and Lifting)

Summary Recommendation:

Staff recommends the Historic Preservation Board conduct a public hearing and continue the item to December 6, 2017 pending further internal review of new applicant submittals.

Topic:

Address: 424 Woodside Avenue
Zoning: Historic Residential (HR-1) District
Designation: Significant
Applicant: Jon and Heather Berkley (Represented by Jonathan DeGray, Architect)
Proposal: Reorient the Historic Structure towards Woodside Avenue (west). The primary façade of the Historic Structure currently faces towards Main Street (east), and the applicant is proposing to reorient the building 180 degrees towards Woodside Avenue. The Historic Structure will be lifted 7 feet 7 ¾ inches upon reorientation.



Historic Preservation Board

Subject: Design Guidelines
Author: Anya Grahn, Historic Preservation Planner
Hannah M. Tyler, Planner
Date: October 4, 2017
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 forward a positive recommendation to the Planning Commission and City Council.

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](#), staff has reviewed the Design Guidelines with the HPB on a monthly basis. The HPB completed the revisions on the Design Guidelines for Historic Residential and Commercial Structures in October 2016. Beginning in 2017, staff has presented revisions to the Design Guidelines for Residential and Commercial Infill 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 16th, 2016; 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:

The Design Guidelines for New Construction currently provide input on all new construction on undeveloped lots or for the renovation of existing non-historic buildings. The guidelines are meant to guide development both in the residential neighborhoods as well as commercial development along Main Street. Because the guidelines are meant for both residential and commercial infill, staff finds that the guidelines are often too broad and do not specifically address the concerns of these two very distinct building types. In our revisions, staff has broken this chapter up into New Residential Infill and New Commercial Infill.

Currently, the Design Guidelines for this section are for “new construction.” During the February 1, 2017, HPB meeting [[Staff report](#) (starting page 79) and [Minutes](#) (starting page 10)], the HPB supported staff’s recommendation to refer to “new construction” as “infill”. The HPB found that the term “infill” was more conducive to achieving compatible new development within the H-Districts as it implies that the new development will be “filling in” the gaps (vacant or underutilized lots) within the neighborhood rather than creating something new that is not sensitive to the context of the neighborhood.

Staff is proposing the following:

I. Universal Design Guidelines

Staff’s revisions largely reflect those changes made to the Design Guidelines for Historic Residential and Commercial Buildings. The HPB had decided to use “shall” rather than “should” to emphasize the importance of following the Design Guidelines; however, in some places “should” was more appropriate as it allowed for flexibility. Staff has also added two new guidelines to emphasize the importance of designing compatible new infill and reinforcing the visual unity of the block.

As part of staff’s revisions of the Design Guidelines for New Residential Infill Construction, staff discussed Universal Guideline #3 with the HPB. Universal Guideline #3 states that “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.” The HPB had proposed revising this guideline to emphasize that styles that radically conflicted with the character of the Historic District should not be permitted. Staff has incorporated that revision into Universal Guideline #3 as redlined below.

*In Universal Guideline #10, staff has recommended that new infill shall relate to the “specific context of each block”. Staff believes this will help promote compatible infill, but it may also encourage out-of-scale development should the block be characterized by already larger building faces. **HPB Discussion Requested.***

The following changes are recommended:


1. New infill commercial buildings ~~should-~~ shall reflect the historic character—simple building forms, unadorned materials, restrained ornamentation—of Park City’s Historic Sites.
2. New infill commercial buildings ~~should-~~ shall not directly imitate existing historic structures in Park City. Roof pitch, shape and configuration, as well as scale of building elements found on Historic Sites may be duplicated, but building elements such as moldings, cornice details, brackets, and porch supports ~~should-~~ shall not be directly imitated. Reconstructions of non-~~surviving~~ surviving historic buildings are allowed.
3. A style of architecture ~~should-~~ shall be selected and all elevations of the infill commercial building ~~should-~~ shall be designed in a manner consistent with a contemporary interpretation of the ~~chosen~~ selected style. Stylistic elements ~~should-~~ shall 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-~~ shall ~~also~~ be avoided. Styles that never appeared in Park City shall be avoided.
4. New infill commercial buildings shall differentiate from historic structures but shall be compatible with historic structures in materials, features, size, scale and proportion, and massing to protect the integrity of the Main Street Historic District as a whole. The massing of new infill commercial buildings shall be further broken up into volumes that reflect the original massing of historic buildings; larger masses shall be located at the rear of the site.
5. Building and site design ~~should-~~ shall respect the existing topography and; character-defining site features; ~~(including existing trees and vegetation)~~ and ~~should-~~ shall minimize cut, fill, and the use of retaining walls.
6. Exterior elements ~~of the new development~~—roofs, entrances, eaves, chimneys, porches, windows, doors, steps, retaining walls, garages, etc.— ~~should-~~ shall be of human scale and ~~should-~~ shall be compatible with neighboring Historic ~~Sites~~ Structures.
7. Scale and height of new infill commercial structures ~~should-~~ shall follow the predominant pattern of the neighborhood with special consideration given to Historic Sites.
8. ~~The~~ Size and mass of ~~the a~~ structure ~~should-~~ shall be compatible with the size of the property site so that ~~lot~~ site coverage, and building bulk, and mass are compatible with Historic Sites in the neighborhood.
9. New construction activity ~~should-~~ shall not physically damage nearby Historic Sites.
10. New infill commercial buildings shall reinforce visual unity within the context of the Historic District but also within the context of the block. The specific context of each block is an important feature of the Historic District. The context of each block shall be considered in its entirety, as one would see it when standing on the street viewing both sides of the street for the entire length of the block. Special consideration should be given to adjacent and neighboring Historic Sites in order to reinforce existing rhythms and patterns.

II. Site Design

In this section, staff found that there needed to be greater detail in how to maintain the historic streetscapes. We incorporated additional Design Guidelines to maintain and promote the rhythm and pattern of the streetscape, orientation of buildings, and pedestrian entrances.

Staff did not address through-block passageways and staircases to promote pedestrian access. Staff finds that most through-block passageways have become public plazas. Additionally, the staircases are almost always City-owned and located within City rights-of-way. **Does the HPB believe staff should address these unique conditions in Site Design?**

Here are some examples that staff photographed on the street:

	<p>This building at 317 Main Street has successfully broken up the mass and scale of the building to reflect the pattern of storefront widths seen historically on the street. The rhythm and pattern of the window and door openings further reflects traditional storefront design.</p>
	<p>Though 501 and 503 Main Street are a story taller than the historic buildings directly to the north, the wall heights and storefronts are similar in size and scale and reinforce the pattern of the adjacent historic storefronts.</p>
	<p>These infill buildings on the 500 block of Main Street do not reflect the mass and scale of adjacent historic buildings. Viewed downhill, they not only overwhelm the non-historic Main Street Deli to the south but also the red General Store building to their north.</p>

Staff is proposing the following Revisions to the Design Guidelines:

SETBACK & ORIENTATION

~~A.2.1~~ Let Site coverage of new buildings ~~should~~ **shall** be compatible with the ~~surrounding adjacent and neighboring~~ Historic Sites.

~~A.1.1~~ Locate structures ~~Structures shall be located~~ on ~~the a~~ site in a way that follows the predominant pattern of historic buildings along the street, maintaining traditional setbacks, orientation of entrances, and alignment along the street.

~~A.1.2~~ Avoid designs that will cause snow shedding onto adjacent properties.

The historic town grid shall be preserved by retaining the formal street pattern, maintaining historic lot sizes rather than aggregating historic-sized lots into larger lots, and preserving the regular rhythm and pattern of lot sizes in a way that reinforces the perception of the grid.

A new building shall be oriented parallel to the site's lot lines similar to that of historic building orientations. MSNC6. New buildings, in general, ~~should~~ **shall** be constructed in line with adjacent historic structures and ~~should~~ **shall** avoid large setbacks that disrupt the continuity of the historic street wall.

Side yard setbacks similar to those seen historically in the neighborhood shall be established in order to reinforce the pattern of built and open space. The historic rhythm of the building spacing of the adjacent and neighboring historic buildings as well as the immediate block shall be especially considered.

New commercial infill buildings shall have a clearly defined primary entrance oriented toward the street consistent with historic buildings in the Historic District. Entrances on the rear or side of a building shall be clearly subordinate to the entrance on the primary façade.

TOPOGRAPHY & GRADING

The natural topography and original grading of a site shall be maintained when feasible.

~~A.4.1~~ Building and site design ~~should~~ **shall** respond to natural features. New buildings ~~should~~ **shall** step down ~~or~~ up to follow the existing contours of steep slopes.

~~A.4.2~~ The ~~A new~~ site's natural slope ~~should~~ **shall** be respected in a new building design in order to minimize cuts into hillsides, minimize fill, and minimize retaining walls; ~~excavation should generally not exceed one story in depth.~~

LANDSCAPING & VEGETATION

Historically, commercial buildings were built to setbacks and did not include open space areas for landscaping. Please see Design Guidelines for Infill Residential Buildings for specific guidelines regarding Retaining Walls; Fences; Paths, Steps, Handrails & Railings (Not associated with Porches); and Gazebos, Pergolas, and other Shade Structures.

While many new commercial infill projects may not require landscaping, if built to setbacks, those that have space for landscaping shall comply with the following Design Guidelines:

Existing landscape features that contribute to the character of the Historic District and existing landscape features that provide environmental sustainability benefits shall be respected and maintained.

Established on-site native plantings shall be maintained. During construction, established vegetation shall be protected to avoid damage. Damaged, aged, or diseased trees shall be replaced as necessary. Vegetation that may encroach upon or damage a new building may be removed, but shall be replaced with similar vegetation near the original location.

A detailed landscape plan, particularly for areas viewable from the primary public right-of-way that respects the manner and materials traditionally used in the Historic District shall be provided. When planning for the long-term sustainability of a landscape system, all landscape relationships on the site, including those between plantings and between the site and its structure(s) shall be considered.

~~A.5.1 Landscape plans should shall~~ balance water efficient irrigation methods and drought tolerant ~~and native~~ plant materials with existing plant material and site features ~~with existing plant materials and site features~~ that contribute to the character of the Historic District.

Storm water management features such as gutters and downspouts as well as site topography and vegetation that can improve the environmental sustainability of a site shall be used to advantage.

The use of xeriscaping or permaculture strategies for landscape design shall be considered in order to maximize water efficiency. Where watering systems are necessary, systems that minimize water loss such as drip irrigation shall be used. These systems shall be designed to minimize their appearance from areas viewable from the primary public right-of-way.

~~A.5.2 Landscape plans should allow for snow storage from driveways.~~

~~A.5.3 Incorporate landscape treatments for driveways, walkways, paths, building and accessory structures in a comprehensive, complimentary and integrated design.~~

~~A.5.4 The character of the neighborhood and district should not be diminished by significantly reducing the proportion of built or paved area to open space.~~

~~A.5.5 Provide landscaped separations between parking areas, drives, service areas, vehicular access points and public use areas including walkways, plazas.~~

SIDEWALKS, PLAZAS, & OTHER STREET IMPROVEMENTS

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

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.

New plazas that are being considered shall be well planned for intended uses, such as concerts or other events, and shall be well designed for maintenance and durability.

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

PARKING AREAS & DRIVEWAYS

~~D.1.1~~ Off-street parking areas ~~should shall~~ be located within the rear yard; and beyond the rear wall plane of the primary structure. Providing a driveway along the side yard of a site shall be considered when feasible. ~~D.1.2~~ If When locating a parking area in the rear yard is

infeasible 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.

D.1.3 Parking areas and vehicular access ~~should~~ shall be visually subordinate to the character-defining streetscape elements of the neighborhood.

The visual impact of on-site parking shall be minimized by incorporating landscape treatments for driveways, walkways, paths, and structures in a comprehensive, complimentary and integrated design.

Landscaped separations shall be provided between parking areas, drives, service areas, and public use areas like walkways, plazas, and vehicular access points. When plant materials are used for screening, they shall be designed to function year-round.

When locating new off-street parking areas and driveways, the existing topography of a building site and significant site features shall be minimally impacted.

Ten foot (10') wide driveways are encouraged; however, new driveways shall not exceed 12 feet in width. Shared driveways shall be used when feasible.

Textured and poured paving materials other than smooth concrete shall be considered for driveways that are visible from the primary public right-of-way. To manage storm water permeable paving shall be used when appropriate; permeable paving may not be appropriate for all driveways and parking areas.

Paving up to a building foundation shall be avoided in order to reduce heat-island effect, building temperature increase, damage to the foundation, and storm-water runoff problems.

On-site storage for snow from driveways shall be provided.

III. Primary Structures **Mass, Scale, and Height**

Staff finds that this is one of the greatest challenges in Old Town. With applicant's maximizing their development, it has been difficult even on single lots (25'x75') for the project to maintain the mass and scale of our historic folk Victorian commercial buildings. At times, lot combinations create larger building masses that no longer reflect the stair-step effect of historic commercial buildings as they respond to the natural grade of Main Street. Below are two (2) examples of this:



On the 500 block of Main Street, infill development between the historic General Store and Claimjumper buildings mimics the verticality, mass and scale, and proportion of the historic buildings.



While larger in scale than buildings found along Upper Main Street, the Summit Watch buildings on lower Main Street mimic the language and pattern of historic commercial buildings with their first level storefronts and upper level window patterning.



This structure at 613 Main Street tries to emphasize the verticality of historic Main Street buildings, but the oversized balcony on the third floor and split-levels of commercial space on the lower floor deviate from the established pattern.



The Main Street mall at 333 Main Street does not step with the topography as traditional 25 ft. – 50 ft. wide historic commercial buildings do. This adds to the bulk and mass of the structure.

Staff is proposing the following Design Guideline revisions:

Historic height, width, and depth proportions are important in creating compatible infill and new design shall reflect the historic mass and scale of commercial buildings in the Historic District.

B.1.1 The size and mass of a new commercial infill building, its mass in relation to open spaces, should shall be visually compatible with the surrounding Historic Sites with adjacent historic buildings and historic structures in the surrounding Historic District.

Buildings that utilize traditional commercial building forms—false-front, one-part or two-part block, or central block with wings—are encouraged.

Building features such as storefronts, upper story windows, cornices, and balconies shall be aligned with similar historic building features in the Historic District. Generally, these elements should align in relation to the topography to allow these elements to -step up” or -step down” the streetscape. MSNC5. ~~New buildings should maintain the stair-step effect of storefronts on Main Street.~~ The step effect is reinforced by a standard first floor height—which ~~should shall~~ be maintained—made evident with the use of cornices, moldings and other façade treatments.

Buildings constructed on sites greater than 25 feet wide shall be designed so the facades visible from the primary public right-of-way reinforce the rhythm along the street in terms of historic building width, depth, and patterns within the façade.

Regardless of lot frontage, the primary façade shall be compatible with the width of adjacent and neighboring historic buildings. The width of a new building shall not appear to be appreciably greater than historic buildings in the neighborhood. Modules on a primary façade shall generally not exceed 25 to 50 feet in width, reflective of historic commercial buildings in the Historic District.

A larger building shall be divided into modules’ that reflect the mass, scale, proportions, and size of historic buildings in the Historic District. Modules shall be clearly expressed throughout the entire building and a single form shall remain the dominant element so the overall mass does not become too fragmented. To minimize the scale perceived from the primary public right-of-way, stepping down the mass of a larger building shall be considered.

Larger-scaled projects shall also include variations in roof height in order to break up the form, mass and scale of the overall structure.

B.1.2 When the overall length of a new structure along the streetfront is greater than ~~those that~~ seen historically, ~~it should the design shall~~ employ methods—changes in wall plane, roof heights, use of modules, etc.--to diminish the visual impact of the overall building mass, form and scale.

~~B.1.3 Larger-scaled projects should include variations in roof height in order to break up the form, mass and scale of the overall structure.~~

~~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 shall not be significantly taller or shorter than surrounding historic buildings adjacent historic buildings with special consideration given to neighboring historic buildings.~~

Primary facades shall be limited to one to two stories in height. Special consideration shall be given to the wall heights of neighboring and adjacent historic structures to reinforce the pattern of wall heights of the Historic District.

Variation in building height may be considered regarding topography. The facades of taller buildings shall still express a human scale.

MSNC7. New construction on corner lots ~~should shall~~ reinforce the street wall, but where appropriate, may be designed to define public plazas and public gathering places.

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

~~B.1.7 Regardless of lot frontage, the primary façade should be compatible with the width of surrounding historic buildings. The greater width of the structure should be set back significantly from the plane of the primary façade.~~

~~B.1.8 Buildings constructed on lots greater than 25 feet wide should be designed so that the facades visible from the primary public right-of-way reinforce the rhythm along the street in terms of traditional building width, building depth, and patterns within the façade.~~

Foundation

*The HPB provided input on foundations as part of our revisions for the Design Guidelines for Historic Commercial Structures [See 10.5.16 [HPB Report](#) (page 135) and [Minutes](#) (page 14)]. In these revisions, we amended the existing design guideline requiring that no more than 2 feet of a new foundation be visible to allowing only 8 inches of new foundation to be visible from the primary facade. **Does the HPB find that 8 inches is still appropriate for new commercial infill buildings?***

Staff has used these revisions as the basis for the following:

Foundation materials shall be simple in form and minimally visible above grade when viewed from the primary public right-of-way. Acceptable foundation materials may include stone and concrete, wood lattice and vertical boards. A clear distinction between foundation and wall material shall be made. Clapboard siding shall not extend to the ground.

B.2.1 A site shall be returned to existing grade following construction of a foundation. When existing grade cannot be achieved, no more than eight inches (8") of the new foundation shall be visible above final grade on the primary facade. Generally, No more than two (2) feet of the new foundation should- shall be visible above finished final grade when viewed from the primary public rightof-way on secondary and tertiary facades.

Storefronts

According to [National Park Service Brief #11](#), the storefront was the most important architectural feature of many historic buildings. Storefronts of the 19th century generally consisted of single or double doors flanked by large display windows. Recessed entries increased the amount of display windows while also protecting customers from inclement weather. These storefront windows were often raised off the ground by wood, cast iron, or pressed metal panels or bulkheads. Transom windows became popular in the twentieth century and were installed above the plate glass storefront windows. Canvas, tin, or wooden canopies and awnings were also popular and provided shade on the sidewalk in front of the storefront windows. Sidedoors often provided access to office and living quarters on stories above the storefront. Park City's Historic Main Street architecture largely follows this pattern.

With these guideline revisions, staff is not supporting replicating existing historic buildings, but maintaining a sense of continuity within the existing architectural fabric of Main Street. The intention is to encourage new infill that balances differentiation with compatibility, but with an emphasis on compatibility. Due to the similarities and consistencies with storefront design of historic buildings, staff finds that special consideration should be given to the height, width, relationship to the street, roof forms,

proportion, composition, rhythm, openings, and materials in order to develop compatible design for new commercial infill that will be a welcome addition rather than an unwanted intrusion on the existing historic fabric.

Here are some examples of existing non-historic storefronts on Main Street:



These storefronts along the 700 block of lower Main Street have recessed entries, large storefront windows, and a simulated kickplate using stacked stone. Though larger in scale than historic storefronts on upper Main Street, the pattern emphasizes traditional storefront language and helps reinforce the pattern along the street.



This storefront at 577 Main Street again reflects traditional storefront designs. The transom windows and large vertical glass windows are consistent with traditional storefronts. The kickplate features vertical wood panels, not dissimilar to historic wood kickplates.



This split-level storefront is awkward and does not correlate to the traditional rhythm and pattern of the streetscape.

Staff suggests the following Design Guideline revisions:

Street-facing primary façades of new commercial infill shall be distinguished by well-defined storefront elements, including storefront entryway, ample-sized windows, and appropriate decorative elements. Storefronts on new infill shall have rhythm and pattern similar to that of the historic streetscape.

Historic storefronts were built using standard dimensions for kick plates or bulkheads and display windows so the first story of historic commercial buildings have similar heights. When storefronts are situated on steep-sloped 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 new commercial infill construction.

Recessed entries on new commercial facades fronting on Main Street and in adjoining commercial areas are encouraged.

Windows on new storefronts 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 a new storefront shall be similar to that of the historic structure.

Doors and Windows

Doors and windows are important elements of the design as these features contribute to the architectural style and period of the building, act as the “eyes” of the building, and define the character of each individual buildings and its relationship to the streetscape. Doors and windows contribute to the cohesiveness and architectural vocabulary of the commercial streetscape.

Staff has found that applicants often struggle with the proportion and scale of doors and windows. Because of current trends, there is greater demand for doors and windows that exceed standard sizes and ones that are no longer of human scale. Requests for 8 to 10 foot doors in Old Town are frequent, and many applicants want to capitalize on the views by introducing walls of glass or larger window openings.

Here are some examples:



This structure also features the incompatible split-level storefront beneath its overhang; however, the upper story windows are follow the traditional pattern of historic window openings on upper stories.



The windows and doors on this new infill building are similar in size and scale to those found on the Claimjumper building to the south.



The windows and doors on the Main Street Mall at 333 Main Street are significantly larger in scale than those of the adjacent buildings to the north at [347-357 Main Street](#).

Staff is proposing the following revisions:

DOORS

The historic pattern of principal doorways along the street shall be maintained. All buildings that face the street shall have a well-defined front entrance.

New doors shall be similar in location, size, and material to those seen traditionally in the Historic District. Doors shall be compatible with the style of both the new building and historic buildings in the Main Street Historic District.

Doors shall be designed and finished with trim elements similar to those used historically. Paneled doors, used singly or in pairs, were typical and many had vertical panes of glass as well as transom lights over the doors. Scalloped, Dutch, and Colonial doors are not appropriate on most primary and secondary facades.

~~B.2.8 Ratios of openings to solid that are compatible with surrounding historic buildings should be used.~~

~~B.2.9 Windows and doors should be proportional to the scale and style of the building and be compatible with the historically buildings in the neighborhood.~~

WINDOWS

~~B.2.8 Ratios of openings to solid solid-to-void that are compatible with surrounding adjacent and neighboring historic buildings should shall be used. Window openings shall be similar in~~

location, size, and scale to those found on historic commercial buildings. Except for storefronts, large expanses of glazing are inappropriate.

~~B.2.9~~ Windows and doors should shall be proportional to the scale and style of the building and shall be compatible with the historically commercial buildings in the ~~neighborhood~~ Historic Districts. Window types and glazing patterns shall also be compatible with those those seen on historic commercial structures.

Upper story windows with vertical emphasis are encouraged. The general rule is the window height shall be twice the dimension of the width (commonly referred to as 2:1 ratio). Double-hung, vertically proportioned windows similar to those used historically are particularly encouraged. Windows with traditional depth and trim are preferred.

The number of different window sizes and styles on a building shall be limited.

Wood or metal windows similar to those used historically are preferred, but aluminum-clad wood windows are also appropriate. Vinyl and aluminum windows are inappropriate.

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

Window muntins shall be true divided lights or simulated divided lights on both sides of the glass. Snap-in muntins are inappropriate.

Roofs

Roofs contribute to the overall shape and volume of the structure as well as the perceived mass, scale, and size of the building from the street. Roofs also add to the architectural style and character of the building. Staff found that we needed to add revisions that would further promote traditional flat and shed roof forms in the Main Street district that are more compatible with our historic structures as well as encourage greater compatibility with the heights.

Staff is proposing the following:

~~B.2.2~~ Roofs of new commercial infill buildings should shall be visually compatible with ~~the~~ roof shapes and orientation of surrounding Historic Sites-neighboring and adjacent historic commercial buildings that contribute to the character of the Historic Districts. Simple roof forms—flat, gable, shed—are appropriate. Roofs composed of a combination of roof planes, but simple in form, are also encouraged.

~~B.2.3~~ Roof pitch should shall be consistent with the style of architecture chosen for the structure and with ~~the surrounding Historic Sites-the adjacent and neighboring commercial buildings that contribute to the character of the Historic Districts, with special consideration given to Historic Sites.~~

The alignment that is created by similar heights of primary roofs among historic buildings shall be maintained. The similarity of heights in building features contributes to the visual continuity along the streetscape.

Overhanging eaves, use of bargeboards, soffits, fascia boards, and brackets that are consistent with the style of architecture of the new building and that are compatible with adjacent and neighboring commercial buildings shall be incorporated.

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

New roof features, such as photovoltaic panels (solar panels), skylights, ventilators, and mechanical or communication equipment shall be visually minimized from the primary public right-of-way so as not to compromise the architectural character of the structure. Roof-mounted features like photovoltaic panels (solar panels) and skylights should be installed parallel to the roof plane when feasible.

Roof materials shall appear similar to those seen historically. Asphalt shingles may be considered. Metal sheeting or standing seam metal roofs with a baked –on paint finish and galvanized or rusted steel sheeting are generally appropriate. Roof membranes shall generally not be white. Roofs shall have matte finishes to minimize glare. Roof colors shall be neutral and muted and materials shall not be reflective.

Dormers

Dormers are another character-defining feature of a building. When introduced correctly, they can break up the mass of a roof form, add architectural interest, and help define the architectural style of a building. If the dormer is not designed well, however, it can quickly overwhelm the building and become dominant to the overall roof form. Staff finds that there is not huge demand for designing dormers on new commercial infill construction, however, staff's revisions seek to be proactive rather than reactive.

Staff only photographed one example of a building with dormers at 613 Main Street:



Staff is proposing the following revisions:

If used, dormers shall be modest in size and fit the scale of the commercial building and the roof form. The number and size of dormers shall be limited on a roof, such that the primary roof form remains prominent. Dormers shall be used with restraint, in keeping with the simple character of buildings in Park City.

Dormers shall be visually minimized from primary public 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.

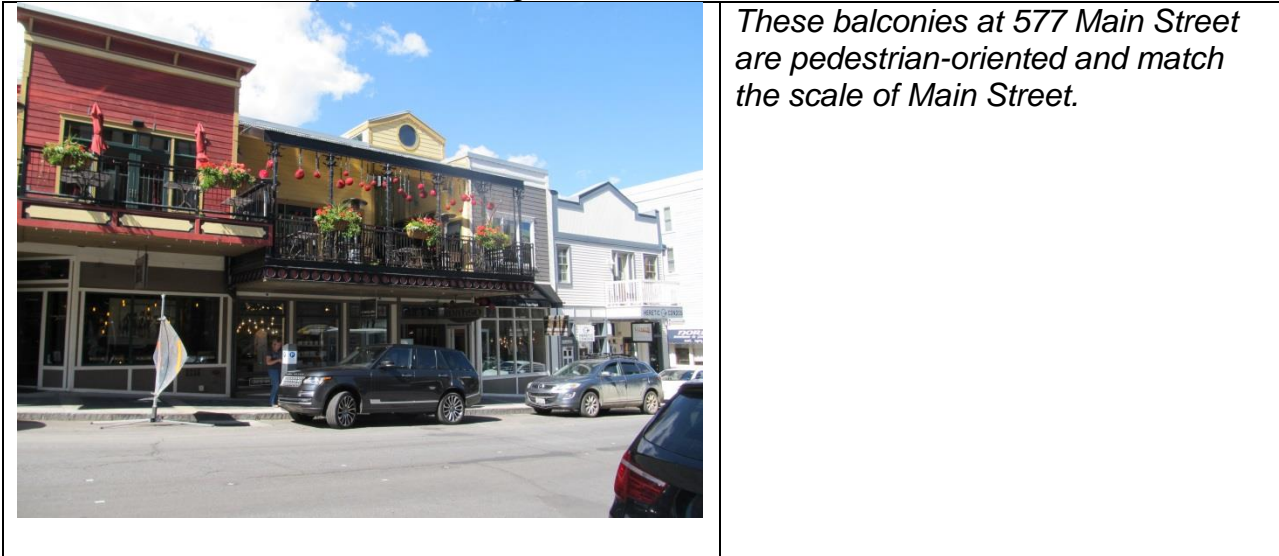
Dormers shall be setback from the main wall of the building.

A new dormer shall be lower than the primary ridge line of the associated roof form and set in from the eave of the building.

Balconies & Roof Decks:

Staff finds that there is a growing demand to incorporate balconies and roof decks on new commercial infill projects that allow for greater access to the outdoors. Historically, some historic commercial building featured balconies that extended over sidewalks to provide shelter and highlight the gradeure of the architecture. Current demands for greater outdoor space have increased trends for rooftop decks and terraces as well. Staff finds that these architectural features can be incorporated successfully into the Main Street Commercial District if designed correctly.

Here are some examples of existing balconies and roof decks:





This building at 693 Main Street uses the balconies to create architectural interest and create recessed entrances on the corner of the building.



The rooftop balcony at 608 Main Street is visible from the Main Street right-of-way. Because the wall heights of the first floor are not consistent with neighboring buildings, the balcony appears 1.5 to 2 stories higher above the sidewalk than neighboring buildings.



The balconies and decks on this building at 692 Main Street appear heavy and do not reflect the scale of Main Street.

Staff recommends the following Design Guideline revisions:

New balconies and roof decks shall be visually subordinate to the new building and shall be minimally visible from the primary public right-of-way.

A new balcony shall be simple in design and compatible with the character of the Historic Districts. Simple wood and metal designs are appropriate for commercial structures. Heavy timber and plastics are inappropriate materials.

A roof deck shall be visually minimized when viewed from the primary public right-of-way. Consider minimalizing its visual appearance by hiding rooftop decks behind parapets and/or setting rooftop decks back from the primary façade.

Decks, Fire Escapes, & Exterior Staircases

These architectural features are generally concentrated on the backs and sides of buildings. Though there are not a significant number of decks, fire escapes, and exterior staircases already on Main Street, staff finds again that it is important to address these features proactively. Staff is proposing the following revisions:

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.

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 the architectural character of the building, or substantially alters a site's proportion of built area to open space is not appropriate.

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

Gutters & Downspouts

Staff based the following revisions off of our Design Guidelines for Historic Residential, Historic Commercial, and Infill Residential Structures:

Downspouts shall be located away from architectural features and shall be visually minimized when viewed from the primary public right-of-way.

Architectural Features

Architectural features and details contribute to the architectural style of the building and add visual interest. Features such as lintels, brackets, posts, and other ornamentation can be character-defining features in their own right. Architectural features were often expressed as decorative ornamentation historically, so it is important that new infill construction avoid incorporating decorative elements that confuse the history of Park City or detract from the historic structures. At the same time, new construction should maintain the overall mass and scale and simple character of the district as a whole.

Staff generally does not see much demand for new construction replicating overly ornate architectural styles such as Queen Anne or Italianate that incorporate rounded windows, roof eaves with brackets, and diverse siding materials. Rather, staff finds that there is a greater push towards 21st- Century Modern designs that are so simplified that they no longer contribute to the historic district. These commercial buildings typically are characterized by extensive use of glass, limited or no trim around windows and doors, and modern materials.

Staff recommends the following:

Simple ornamental trim and decoration is in character with historic architectural ornamentation and is encouraged. Traditional locations for architectural ornamentation are porches and eaves. Other details like eave depth, mullions, corner boards, and brackets that lend character to historic commercial buildings shall be considered.

Mechanical Systems, Utility Systems, & Service Equipment:

Staff based the following revisions off of our Design Guidelines for Historic Commercial Buildings:

~~B.2.15 Mechanical and/or utility equipment, including heating and air conditioning units, meters, and exposed pipes, should shall not be located on the back of the building, roof, or in another inconspicuous location, or primary façade (except as noted in Supplemental Guidelines main Street National Register Historic District). If equipment is located on a secondary façade it should be placed behind the midpoint or in a location that is not visible from the primary public right-of-way.~~

B.2.16 Ground-level equipment ~~should~~ shall be screened from view using landscape elements such as fences, low stone walls, or perennial plant materials.

Low-profile rooftop mechanical units and elevator penthouses that are not visible from the primary public right-of-way shall be used. When 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.

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

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

~~B.2.17 Loading docks should shall be located and designed in order to minimize their visual impact.~~

Materials

The materials used on new infill project has a profound impact on the neighborhood and the Historic District as a whole. If materials are too traditional and historic in appearance, it can be misleading and cause the new structure to appear historic. If the materials are too modern, it can detract from the historic character of the commercial district.

Staff has found that it is generally appropriate for new infill using traditional forms to incorporate modern materials to help differentiate them from their historic neighbors; new infill using modern forms should incorporate more traditional materials to help diminish the form and blend in better with the neighborhood.

Staff is proposing the following revisions:

B.2.5 Building materials ~~should~~ shall be compatible in scale, proportion, texture, finish and color to ~~these materials~~ used on Historic Sites Structures in the ~~neighborhood~~ Main Street Historic District. The dimensions of masonry units, wood siding, and other building materials shall be similar to those used historically.

The primary siding material for new buildings shall appear similar to those on historic commercial structures in the Historic Districts. Historically, the most common material on primary structures was painted horizontal lap siding with a reveal between 6 to 8 inches. Secondary structures such as barns and sheds typically had siding of unpainted wood (horizontal lap or vertical board and batten) or corrugated metal panels.

B.2.6 Building materials shall be applied in the manner similar to that used historically. Typically, a 'hierarchy' of building materials should be used, with heavier, more durable materials for foundations and more refined materials above foundations. Building materials, especially ~~stone and~~ masonry, ~~should~~ shall be used in the manner they were used historically.

B.2.7 Synthetic materials such as fiber cement or plastic-wood composite siding, shingles, and trim ~~should~~ shall not be used unless 1) the materials are made of a minimum of 50% recycled and/or reclaimed materials and 2) the applicant can demonstrate that use of the materials will not diminish the historic character of the neighborhood by providing a sample of the material to the Planning Department for approval. Vinyl and aluminum siding are not appropriate in the Historic District.

If synthetic materials are proposed, the synthetic material shall have a similar appearance and profile to historic siding and trim materials. Synthetic materials shall be applied as traditional materials were historically; introducing artificial patterns is not appropriate.

Paint & Color

Staff based the following revisions off of our Design Guidelines for Historic Commercial Structures:

Paint color is not regulated by the Design Guidelines.

Original material such as brick and stone that ~~are~~ was historically left unpainted shall not be painted. Materials, such as wood, that are traditionally painted shall have an opaque rather than transparent finish.

B.2.12 Rustic unfinished wood siding is generally not appropriate on commercial buildings, but may be appropriate on accessory structures or additions to non-historic buildings. Exterior surfaces that are painted should have an opaque rather than A transparent or translucent weather-protective finish shall be applied to wood surfaces that were not historically painted.

~~B.2.13 Provide a weather protective finish to wood surfaces that were not historically painted.~~

~~B.2.14 When possible, Low-VOC (volatile organic compound) paints and finishes should be used when possible.~~

VI. Additions to Existing Non-Historic Structures

Staff is seeing greater demands to rehab existing non-historic buildings. For this reason, staff thought it was important to create guidelines that specifically address constructing additions to non-historic buildings:

An addition shall complement the visual and physical qualities of the existing structure.

An addition shall be visually subordinate to the existing building and shall be compatible with the scale of the historic buildings in the neighborhood. When the combined effects of the addition's footprint, height, mass, and scale are such that the overall size of the addition is larger than the existing structure, the volume of the addition shall be broken into modules that reflect the scale of those components seen on the existing structure. Multiple modules are encouraged to add articulation and architectural interest.

Components and materials used on additions shall be similar in scale and size to those found on the existing structure.

Windows, doors, and other features on a new addition shall be designed to be compatible with the existing building as well as adjacent and neighboring historic sites. Windows, doors, and other openings shall be of sizes and proportions similar to those found on the building as well as those found on historic structures in the Historic District. When using new window patterns and designs, those elements shall respect the typical historic character and proportions of windows on adjacent and neighboring historic structures. Also, the solid-to-void relationships and detailing of an addition shall be compatible with the existing structure and with historic buildings in the Historic District.

VII. Reconstruction of Non-Surviving Structures

Staff had minimal changes to this section:

~~C.1~~ Reconstruction of a documented but non-surviving historic structure that ~~once~~ existed in Park City is allowed when no existing building in Park City with the same historical significance has survived.

~~C.2~~ Reconstruction may be allowed when documentary and physical evidence is available to facilitate an accurate ~~re-creation~~ reconstruction.

~~C.3~~ Reconstruction ~~should~~ shall not be based on conjectural designs or on a combination of different features from other historic buildings.

~~C.4~~ Reconstruction ~~should~~ shall include recreating the documented design of exterior features such as the roof shape, architectural detailing, windows, entrances and porches, steps and doors, and their historic spatial relationships.

~~C.5~~ A reconstructed building ~~should~~ shall accurately duplicate the appearance of the non-surviving historic property in materials, design, color, and texture.

~~C.6~~ A reconstructed building ~~should~~ shall duplicate not only the building, but also the setting, placement, and orientation of the non-surviving structure.

~~C.7~~ A reconstruction ~~should~~ **shall** re-establish the historic relationship between the building or buildings and historic site features.

~~C.8~~ A building may not be reconstructed on a location other than its original site.

VIII. Sidebars for New Commercial Sites & Structures

The HPB found that sidebars were useful to provide additional explanation to the Design Guidelines for Historic Residential and Commercial Buildings. Staff used the sidebars introduced in these sections to develop sidebars for Compatibility & Complementary as well as Retaining Walls and Fences for New Residential Infill Development.

Staff is proposing the following:

COMPATIBILITY & COMPLEMENTARY

“Compatible” and “Complementary” are terms often used in historic preservation to describe the relationship between historic structures and new infill construction. Many characteristics and features contribute to compatible and complementary design, which helps to ensure the preservation of Park City’s historic sites and districts. 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

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 forward a positive recommendation to the Planning Commission and City Council.

Exhibits:

Exhibit A — Design Guideline Revisions

Exhibit A

UNIVERSAL GUIDELINES:

11. New infill commercial buildings shall reflect the historic character—simple building forms, unadorned materials, restrained ornamentation—of Park City’s Historic Sites.
12. New infill commercial buildings shall not directly imitate existing historic structures in Park City. Roof pitch, shape and configuration, as well as scale of building elements found on Historic Sites may be duplicated, but building elements such as moldings, cornice details, brackets, and porch supports shall not be directly imitated. Reconstructions of non-surviving historic buildings are allowed.
13. A style of architecture shall be selected and all elevations of the infill commercial building shall be designed in a manner consistent with a contemporary interpretation of the selected style. Stylistic elements shall not simply be applied to the exterior. Styles that radically conflict with the character of Park City’s Historic Sites shall be avoided. Styles that never appeared in Park City shall be avoided.
14. New infill commercial buildings shall differentiate from historic structures but shall be compatible with historic structures in materials, features, size, scale and proportion, and massing to protect the integrity of the Main Street Historic District as a whole. The massing of new infill commercial buildings shall be further broken up into volumes that reflect the original massing of historic buildings; larger masses shall be located at the rear of the site.
15. Building and site design shall respect the existing topography and character-defining site features (including existing trees and vegetation) and shall minimize cut, fill, and the use of retaining walls.
16. Exterior elements—roofs, entrances, eaves, chimneys, porches, windows, doors, steps, retaining walls, garages, etc.— shall be of human scale and shall be compatible with neighboring Historic Structures.
17. Scale and height of new infill commercial structures shall follow the predominant pattern of the neighborhood with special consideration given to Historic Sites.
18. Size and mass of a structure shall be compatible with the size of the site so that site coverage, and building bulk, and mass are compatible with Historic Sites in the neighborhood.
19. New construction activity shall not physically damage nearby Historic Sites.
20. New infill commercial buildings shall reinforce visual unity within the context of the Historic District but also within the context of the block. The specific context of each block is an important feature of the Historic District. The context of each block shall be considered in its entirety, as one would see it when standing on the street viewing both sides of the street for the entire length of the block. Special consideration should be given to adjacent and neighboring Historic Sites in order to reinforce existing rhythms and patterns.

SITE DESIGN

SETBACK & ORIENTATION

Site coverage of new buildings shall be compatible with the adjacent and neighboring Historic Sites.

Structures shall be located on a site in a way that follows the predominant pattern of historic buildings along the street, maintaining traditional setbacks, orientation of entrances, and alignment along the street.

The historic town grid shall be preserved by retaining the formal street pattern, maintaining historic lot sizes rather than aggregating historic-sized lots into larger lots, and preserving the regular rhythm and pattern of lot sizes in a way that reinforces the perception of the grid.

A new building shall be oriented parallel to the site's lot lines similar to that of historic building orientations. New buildings, in general, shall be constructed in line with adjacent historic structures and shall avoid large setbacks that disrupt the continuity of the historic street wall.

Side yard setbacks similar to those seen historically in the neighborhood shall be established in order to reinforce the pattern of built and open space. The historic rhythm of the building spacing of the adjacent and neighboring historic buildings as well as the immediate block shall be especially considered.

New commercial infill buildings shall have a clearly defined primary entrance oriented toward the street consistent with historic buildings in the Historic District. Entrances on the rear or side of a building shall be clearly subordinate to the entrance on the primary façade.

TOPOGRAPHY & GRADING

The natural topography and original grading of a site shall be maintained when feasible.

Building and site design shall respond to natural features. New buildings shall step down or up to follow the existing contours of steep slopes.

A new site's natural slope shall be respected in a new building design in order to minimize cuts into hillsides, minimize fill, and minimize retaining walls.

LANDSCAPING & VEGETATION

Historically, commercial buildings were built to setbacks and did not include open space areas for landscaping. Please see Design Guidelines for Infill Residential Buildings for specific guidelines regarding Retaining Walls; Fences; Paths, Steps, Handrails & Railings (Not associated with Porches); and Gazebos, Pergolas, and other Shade Structures.

While many new commercial infill projects may not require landscaping, if built to setbacks, those that have space for landscaping shall comply with the following Design Guidelines:

Existing landscape features that contribute to the character of the Historic District and existing landscape features that provide environmental sustainability benefits shall be respected and maintained.

Established on-site native plantings shall be maintained. During construction, established vegetation shall be protected to avoid damage. Damaged, aged, or diseased trees shall be replaced as necessary. Vegetation that may encroach upon or damage a new building may be removed, but shall be replaced with similar vegetation near the original location.

A detailed landscape plan, particularly for areas viewable from the primary public right-of-way that respects the manner and materials traditionally used in the Historic District shall be provided. When planning for the long-term sustainability of a landscape system, all landscape relationships on the site, including those between plantings and between the site and its structure(s) shall be considered.

Landscape plans shall balance water efficient irrigation methods and drought tolerant and native plant materials with existing plant material and site features that contribute to the character of the Historic District.

Storm water management features such as gutters and downspouts as well as site topography and vegetation that can improve the environmental sustainability of a site shall be used to advantage.

The use of xeriscaping or permaculture strategies for landscape design shall be considered in order to maximize water efficiency. Where watering systems are necessary, systems that minimize water loss such as drip irrigation shall be used. These systems shall be designed to minimize their appearance from areas viewable from the primary public right-of-way.

SIDEWALKS, PLAZAS, & OTHER STREET IMPROVEMENTS

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

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.

New plazas that are being considered shall be well planned for intended uses, such as concerts or other events, and shall be well designed for maintenance and durability.

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

PARKING AREAS & DRIVEWAYS

Off-street parking areas shall be located within the rear yard and beyond the rear wall plane of the primary structure. Providing a driveway along the side yard of a site shall be considered when feasible. When locating a parking area in the 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.

Parking areas and vehicular access shall be visually subordinate to the character-defining streetscape elements of the neighborhood.

The visual impact of on-site parking shall be minimized by incorporating landscape treatments for driveways, walkways, paths, and structures in a comprehensive, complimentary and integrated design.

Landscaped separations shall be provided between parking areas, drives, service areas, and public use areas like walkways, plazas, and vehicular access points. When plant materials are used for screening, they shall be designed to function year-round.

When locating new off-street parking areas and driveways, the existing topography of a building site and significant site features shall be minimally impacted.

Ten foot (10') wide driveways are encouraged; however, new driveways shall not exceed 12 feet in width. Shared driveways shall be used when feasible.

Textured and poured paving materials other than smooth concrete shall be considered for driveways that are visible from the primary public right-of-way. To manage storm water permeable paving shall be used when appropriate; permeable paving may not be appropriate for all driveways and parking areas.

Paving up to a building foundation shall be avoided in order to reduce heat-island effect, building temperature increase, damage to the foundation, and storm-water runoff problems.

On-site storage for snow from driveways shall be provided. RES

PRIMARY STRUCTURES

MASS, SCALE, & HEIGHT

Historic height, width, and depth proportions are important in creating compatible infill and new design shall reflect the historic mass and scale of commercial buildings in the Historic District.

The size and mass of a new commercial infill building, ~~its mass~~ in relation to open spaces shall be visually compatible with adjacent historic buildings and historic structures in the surrounding Historic District.

Buildings that utilize traditional commercial building forms—false-front, one-part or two-part block, or central block with wings—are encouraged.

Building features such as storefronts, upper story windows, cornices, and balconies shall be aligned with similar historic building features in the Historic District. Generally, these elements should align in relation to the topography to allow these elements to ~~step up~~ or ~~step down~~ the streetscape. The step effect is reinforced by a standard first floor height—which ~~should~~ shall be maintained—made evident with the use of cornices, moldings and other façade treatments.

Buildings constructed on sites greater than 25 feet wide shall be designed so the facades visible from the primary public right-of-way reinforce the rhythm along the street in terms of historic building width, depth, and patterns within the façade.

Regardless of lot frontage, the primary façade shall be compatible with the width of adjacent and neighboring historic buildings. The width of a new building shall not appear to be appreciably greater than historic buildings in the neighborhood. Modules on a primary façade shall generally not exceed 25 to 50 feet in width, reflective of historic commercial buildings in the Historic District.

A larger building shall be divided into modules that reflect the mass, scale, proportions, and size of historic buildings in the Historic District. Modules shall be clearly expressed throughout the entire building and a single form shall remain the dominant element so the overall mass does not become too fragmented. To minimize the scale perceived from the primary public right-of-way, stepping down the mass of a larger building shall be considered.

Larger-scaled projects shall also include variations in roof height in order to break up the form, mass and scale of the overall structure.

When the overall length of a new structure along the streetfront is greater than that seen historically, the design shall employ methods—changes in wall plane, roof heights, use of modules, etc.—to diminish the visual impact of the overall building mass, form and scale.

New buildings shall not be significantly taller or shorter than adjacent historic buildings with special consideration given to neighboring historic buildings.

Primary facades shall be limited to one to two stories in height. Special consideration shall be given to the wall heights of neighboring and adjacent historic structures to reinforce the pattern of wall heights of the Historic District.

Variation in building height may be considered regarding topography. The facades of taller buildings shall still express a human scale.

New construction on corner lots shall reinforce the street wall, but where appropriate, may be designed to define public plazas and public gathering places.

FOUNDATION

Foundation materials shall be simple in form and minimally visible above grade when viewed from the primary public right-of-way. Acceptable foundation materials may include stone and concrete, wood lattice and vertical boards. A clear distinction between foundation and wall material shall be made. Clapboard siding shall not extend to the ground.

A site shall be returned to existing grade following construction of a foundation. When existing grade cannot be achieved, no more than eight inches (8") of the new foundation shall be visible above final grade on the primary facade. No more than two (2) feet of the new foundation shall be visible above final grade on secondary and tertiary facades.

STOREFRONTS

Street-facing primary façades of new commercial infill shall be distinguished by well-defined storefront elements, including storefront entryway, ample-sized windows, and appropriate decorative elements. Storefronts on new infill shall have rhythm and pattern similar to that of the historic streetscape.

Historic storefronts were built using standard dimensions for kick plates or bulkheads and display windows so the first story of historic commercial buildings have similar heights. When storefronts are situated on steep-sloped 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 new commercial infill construction.

Recessed entries on new commercial facades fronting on Main Street and in adjoining commercial areas are encouraged.

Windows on new storefronts 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 a new storefront shall be similar to that of the historic structure.

DOORS

The historic pattern of principal doorways along the street shall be maintained. All buildings that face the street shall have a well-defined front entrance.

New doors shall be similar in location, size, and material to those seen traditionally in the Historic District. Doors shall be compatible with the style of both the new building and historic buildings in the Main Street Historic District.

Doors shall be designed and finished with trim elements similar to those used historically. Paneled doors, used singly or in pairs, were typical and many had vertical panes of glass as well as transom lights over the doors. Scalloped, Dutch, and Colonial doors are not appropriate on most primary and secondary facades.

WINDOWS

Ratios of solid-to-void that are compatible with adjacent and neighboring historic buildings shall be used. Window openings shall be similar in location, size, and scale to those found on historic commercial buildings. Except for storefronts, large expanses of glazing are inappropriate.

Windows shall be proportional to the scale and style of the building and shall be compatible with the historic commercial buildings in the Historic Districts. Window types and glazing patterns shall also be compatible with those those seen on historic commercial structures.

Upper story windows with vertical emphasis are encouraged. The general rule is the window height shall be twice the dimension of the width (commonly referred to as 2:1 ratio). Double-hung, vertically proportioned windows similar to those used historically are particularly encouraged. Windows with traditional depth and trim are preferred.

The number of different window sizes and styles on a building shall be limited.

Wood or metal windows similar to those used historically are preferred, but aluminum-clad wood windows are also appropriate. Vinyl and aluminum windows are inappropriate.

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

Window muntins shall be true divided lights or simulated divided lights on both sides of the glass. Snap-in muntins are inappropriate.

ROOFS

Roofs of new commercial infill buildings shall be visually compatible with roof shapes and orientation of neighboring and adjacent historic commercial buildings that contribute to the character of the Historic Districts. Simple roof forms—flat, gable, shed—are appropriate. Roofs composed of a combination of roof planes, but simple in form, are also encouraged.

Roof pitch shall be consistent with the style of architecture chosen for the structure and with the adjacent and neighboring commercial buildings that contribute to the character of the Historic Districts, with special consideration given to Historic Sites.

The alignment that is created by similar heights of primary roofs among historic buildings shall be maintained. The similarity of heights in building features contributes to the visual continuity along the streetscape.

Overhanging eaves, use of bargeboards, soffits, fascia boards, and brackets that are consistent with the style of architecture of the new building and that are compatible with adjacent and neighboring commercial buildings shall be incorporated.

Roofs shall be designed to minimize snow shedding onto adjacent sites and/or pedestrian paths. 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.

New roof features, such as photovoltaic panels (solar panels), skylights, ventilators, and mechanical or communication equipment shall be visually minimized from the primary public right-of-way so as not to compromise the architectural character of the structure. Roof-mounted features like photovoltaic panels (solar panels) and skylights should be installed parallel to the roof plane when feasible.

Roof materials shall appear similar to those seen historically. Asphalt shingles may be considered. Metal sheeting or standing seam metal roofs with a baked –on paint finish and galvanized or rusted steel sheeting are generally appropriate. Roof membranes shall generally not be white. Roofs shall have matte finishes to minimize glare. Roof colors shall be neutral and muted and materials shall not be reflective.

DORMERS

If used, dormers shall be modest in size and fit the scale of the commercial building and the roof form. The number and size of dormers shall be limited on a roof, such that the primary roof form remains prominent. Dormers shall be used with restraint, in keeping with the simple character of buildings in Park City.

Dormers shall be visually minimized from primary public 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.

Dormers shall be setback from the main wall of the building.

A new dormer shall be lower than the primary ridge line of the associated roof form and set in from the eave of the building.

BALCONIES & ROOF DECKS

New balconies and roof decks shall be visually subordinate to the new building and shall be minimally visible from the primary public right-of-way.

A new balcony shall be simple in design and compatible with the character of the Historic Districts. Simple wood and metal designs are appropriate for commercial structures. Heavy timber and plastics are inappropriate materials.

A roof deck shall be visually minimized when viewed from the primary public right-of-way. Consider minimalizing its visual appearance by hiding rooftop decks behind parapets and/or setting rooftop decks back from the primary façade.

DECKS, FIRE ESCAPES, & EXTERIOR STAIRCASES

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.

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 the architectural character of the building, or substantially alters a site's proportion of built area to open space is not appropriate.

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

GUTTERS & DOWNSPOUTS

Downspouts shall be located away from architectural features and shall be visually minimized when viewed from the primary public right-of-way.

ARCHITECTURAL FEATURES

Simple ornamental trim and decoration is in character with historic architectural ornamentation and is encouraged. Traditional locations for architectural ornamentation are porches and eaves. Other details like eave depth, mullions, corner boards, and brackets that lend character to historic commercial buildings shall be considered.

MECHANICAL SYSTEMS, UTILITY SYSTEMS, & SERVICE EQUIPMENT:

Mechanical and/or utility equipment, including heating and air conditioning units, meters, and exposed pipes, shall be located on the back of the building, roof, or in another inconspicuous location.

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

Low-profile rooftop mechanical units and elevator penthouses that are not visible from the primary public right-of-way shall be used. When 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.

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

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

Loading docks ~~should~~ shall be located and designed in order to minimize their visual impact.

MATERIALS

Building materials shall be compatible in scale, proportion, texture, finish and color to materials used on Historic Structures in the Main Street Historic District. The dimensions of masonry units, wood siding, and other building materials shall be similar to those used historically.

The primary siding material for new buildings shall appear similar to those on historic commercial structures in the Historic Districts. Historically, the most common material on primary structures was painted horizontal lap siding with a reveal between 6 to 8 inches. Secondary structures such as barns and sheds typically had siding of unpainted wood (horizontal lap or vertical board and batten) or corrugated metal panels.

Building materials shall be applied in the manner similar to that used historically. Typically, a 'hierarchy' of building materials should be used, with heavier, more durable materials for foundations and more refined materials above foundations. Building materials, especially masonry, shall be used in the manner they were used historically.

Synthetic materials such as fiber cement or plastic-wood composite siding, shingles, and trim shall not be used unless the materials are made of a minimum of 50% recycled and/or reclaimed materials and the applicant can demonstrate that use of the materials will not diminish the historic character of the neighborhood by providing a sample of the material to the Planning Department for approval. Vinyl and aluminum siding are not appropriate in the Historic District.

If synthetic materials are proposed, the synthetic material shall have a similar appearance and profile to historic siding and trim materials. Synthetic materials shall be applied as traditional materials were historically; introducing artificial patterns is not appropriate.

PAINT & COLOR

Paint color is not regulated by the Design Guidelines.

Original material such as brick and stone that ~~are~~ was historically left unpainted shall not be painted. Materials, such as wood, that are traditionally painted shall have an opaque rather than transparent finish.

Rustic unfinished wood siding is generally not appropriate on commercial buildings, but may be appropriate on accessory structures or additions to non-historic buildings. 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 EXISTING NON-HISTORIC STRUCTURES

An addition shall complement the visual and physical qualities of the existing structure.

An addition shall be visually subordinate to the existing building and shall be compatible with the scale of the historic buildings in the neighborhood. When the combined effects of the addition's footprint, height, mass, and scale are such that the overall size of the addition is larger than the existing structure, the volume of the addition shall be broken into modules that reflect the scale of those components seen on the existing structure. Multiple modules are encouraged to add articulation and architectural interest.

Components and materials used on additions shall be similar in scale and size to those found on the existing structure.

Windows, doors, and other features on a new addition shall be designed to be compatible with the existing building as well as adjacent and neighboring historic sites. Windows, doors, and other openings shall be of sizes and proportions similar to those found on the building as well as those found on historic structures in the Historic District. When using new window patterns and designs, those elements shall respect the typical historic character and proportions of windows on adjacent and neighboring historic structures. Also, the solid-to-void relationships and detailing of an addition shall be compatible with the existing structure and with historic buildings in the Historic District.

RECONSTRUCTION OF NON-SURVIVING STRUCTURES

Reconstruction of a documented but non-surviving historic structure that existed in Park City is allowed when no existing building in Park City with the same historical significance has survived.

Reconstruction may be allowed when documentary and physical evidence is available to facilitate an accurate reconstruction.

Reconstruction shall not be based on conjectural designs or on a combination of different features from other historic buildings.

Reconstruction shall include recreating the documented design of exterior features such as the roof shape, architectural detailing, windows, entrances and porches, steps and doors, and their historic spatial relationships.

A reconstructed building shall accurately duplicate the appearance of the non-surviving historic property in materials, design, color, and texture.

A reconstructed building shall duplicate not only the building, but also the setting, placement, and orientation of the non-surviving structure.

A reconstruction shall re-establish the historic relationship between the building or buildings and historic site features.

A building may not be reconstructed on a location other than its original site.

SIDEBARS:

COMPATIBILITY & COMPLEMENTARY

“Compatible” and “Complementary” are terms often used in historic preservation to describe the relationship between historic structures and new infill construction. Many characteristics and features contribute to compatible and complementary design, which helps to ensure the preservation of Park City’s Historic Sites and Districts. These characteristics include:

- Form
- Mass and scale
- Roof shapes
- Building height
- Floor height
- Setbacks
- Materials
- Repetition or rhythm of solid-to-voids
- Rhythm of entrances and/or porches
- Window and door sizes, proportions, and patterns
- Orientation of entrances
- Landscaping

