



Park City Building Department

445 Marsac Avenue, P.O. Box 1480, Park City, UT 84060

Tel 435.615.5101 www.parkcity.org/departments/building-department

Snow Shed Agreement Guide 08.31.2022

WHAT IS IT?

An agreement between neighboring property owners allowing snow to shed from the roof of the proposed building onto the neighboring property.

WHEN IS IT REQUIRED?

It is required when the proposed roof has the potential to shed snow onto a neighboring property due to proximity to lot line.

A snow shed agreement should include, but is not limited to, the following items:

- a. Owner(s) name for both properties
- b. Address of both properties
- c. A description of the agreement
- d. A sketch that illustrates the affected area(s) of the agreement
- e. Permit application number for the “main” property
- f. Signature and date signed, for all Owner(s) for both properties.
- g. Record the snow shed agreement with Summit County since it extends beyond the construction phase <https://www.summitcounty.org/243/Recorder-Surveyor>

REQUIREMENT WITHOUT AN AGREEMENT

If a snow shed agreement cannot be obtained, provide one of the following:

1. Engineering detail for a snow retention design accompanied with a letter stating the proposed solution ensures snow will not shed to neighboring lot.
2. Redesign the roof slope such that the snow shed can be contained on the proposed lot.

For questions about whether a snow shed agreement applies to your project:

- If you have submitted a permit application, contact the Building Code plan check coordinator assigned to your application.
- Otherwise contact the Building Department at 435-615-5101 or in person at the Building Department counter in City Hall. Visit the Building Department website for more information about hours and location <https://www.parkcity.org/departments/building-department>