



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

Construction Parking Plan Guide 11.23.2022

This guide is intended to be helpful to prepare for your Construction Parking Plan.

- It is not inclusive of the requirements for construction related parking which can be found in the Construction Mitigation Plan (uploaded in My City Inspector) for your permit.
- It is the applicant's responsibility to comply with applicable codes for their project. Violations may result in a Stop Work Order.
- Please contact the Building Department with any questions.

Parking Plan requirements for your project:

1. Show the construction related parking location(s) and number of cars/spaces to be utilized.
2. Plans can either be shown on a Site Plan or an aerial view (ie. Google maps screenshot). See Example Construction Parking Plan, below.
3. Plans may include an offsite parking location and utilize shuttle vehicle.
4. Upload the construction parking plan to My City Inspector (MCI), under your permit.
5. Adjustments to a construction parking plan can be made by uploading a new plan, under Attachments in MCI. The plan must be approved prior to parking in new areas.
6. The City may require a new construction parking plan at any time.

Example Construction Parking Plan



Construction Parking Plan notes:
Construction related parking for Permit#22-xxxx at 1255 Park Ave, we will be using 4 spots at the Mawhinney Parking lot and walking over to the jobsite.

For questions about the parking plan requirements for your project:

- If you have submitted a permit application, contact the Community Inspector 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>