

Step 1. Eligibility

1. Are you the property owner?
2. Do you have a live *turf lawn currently and historically irrigated with water from a Park City Account? *As defined in Utah Code Annotated 10-9a-536 turf means nonagricultural land planted in closely mowed, managed grasses.

Step 2. Onsite Meeting with Staff

The onsite meeting is intended to make sure you have all the information you need to decide if this program is right for you. It also allows the City to understand the incentive available for your property. Email savewater@parkcity.org to schedule an onsite visit to your property, to prepare for your visit:

1. Measure the amount of turf lawn to be removed. Incentive is calculated at \$2.00 per square foot.
2. Download your last 3 years of water use from parkcity.watersmart.com.
3. Review [14-1-5\(d\)](#) and those plants listed as firewise for required plants to use.
4. Review the Site Sketch document in preparation to complete.

Step 3. Create your Site Sketch

1. At least 50% of the converted area must be replaced exclusively with plants identified in Park City Municipal Code [14-15\(d\)](#) as firewise. The 50% vegetative coverage is intended to prevent heat islands, and to maintain the aesthetics of the area. The remaining 50% can be non-vegetative cover such as wood chip mulch or additional firewise vegetation.
2. Rock-cover should be no more than 20% of the new ground cover. We encourage the use of wood chip mulch for water retention on the landscape.
3. If irrigation is installed, it must be a drip irrigation system, with a [WaterSense](#) labeled smart irrigation controller. No spray irrigation is allowed.
 - a. Water reuse, either [rainwater](#) capture or [greywater](#) should be considered but is not required.
4. No fountains or other water features may exist on the property.
5. Minimum project size is 250 square feet or all the turf on property.
6. Artificial turf cannot be included in the Site Sketch.

Step 4. Planning Department Landscaping Plan Review

1. Submit your site sketch to the Planning Department for review and approval at planning@parkcity.org *please note that we cannot receive emails greater than 8MB. For large emails please send us a Dropbox link.
2. Receive approval from Planning Department.
3. If the work proposed triggers a Planning permit, Building Permit or Engineering Permit those may require fees, in that a Signed and Stamped Survey **may be required** depending on permit scope.
4. If your property is within the Soil Ordinance Zone – comply with [Soil Ordinance | Park City, UT](#)
5. Waterwise Landscaping Resources can be found at [Water Wise Landscaping Resources | Park City, UT](#)

Step 5. Submit your Plan.

1. Submit your application materials for approval via email at savewater@parkcity.org or by mail. A complete application includes your **Site Sketch, Rebate Application, and approval from the Planning Department**
2. Receive approval from the City **prior** to initiating project.

Step 6. Implement

1. Complete your landscape renovation within one year of approval. Additional time may be requested for a larger project, and Public Utilities will attempt to balance those requests against others' access to the incentive program and funds.

Step 7. Submit for Final Inspection and Incentive Issuance

1. Contact us at savewater@parkcity.org to set up a final inspection, during which we will:
 - a. Take Pictures of completed site.
 - b. Document conformity with submitted site sketch and or plan.
 - c. With your permission, celebrate your accomplishment by highlighting your project on social media.
 - d. Incentive issued by: Park City Municipal Corporation – Water Department P.O. Box 1480, Park City Utah 84060 / savewater@parkcity.org / 435-615-5312