



Park City Building Department

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

Tel 435.615.5101 <https://www.parkcity.org/departments/building-department>

Construction Mitigation Plan

PERMIT: _____

CONTRACTOR OR RESPONSIBLE PARTY: _____

Please read this document carefully, it summarizes City Code. This plan may be supplemented or replaced as necessary to mitigate construction activities. Submission of a Building Permit constitutes agreement to CMP terms below:

1. Hours and days of operation. Municipal Code 11-14-6

Monday through Saturday, 7:00am to 9:00pm and Sunday, 9:00am to 6:00pm

- Work hour extension request. Submit a written request to the Building Department. Allow (2) business days for processing. Include exact dates and times for the extension and a description of anticipated impacts (deliveries, outdoor lighting, noise, etc.). Requires approval from the Chief Building Official. If a legitimate complaint is received, the extension will be revoked.
- Restricted work dates and time exception request. Work during the dates listed below, or outside of the approved hours above, requires approval from the Chief Building Official. Apply for a restricted work exception through the Building Department or online [HERE](#).

Restricted work dates for 2025 Permitted construction activities are not allowed during:

Thanksgiving: Thursday, November 28, 2024 - Sunday, December 1, 2024

Christmas: Tuesday, December 24 - Wednesday, December 25, 2024

New Year’s Day: Wednesday Jan 1, 2025

Martin Luther King: Saturday, January 18 - Monday, January 20, 2025

Sundance Film Festival 25: January 23 – Jan 26 City-wide; January 27 – Feb 2 – Old Town only

Presidents Day: Saturday, February 15, 2025 - Monday, February 17, 2025

Memorial Day: Saturday, May 24 – Monday May 26, 2025

Park Silly Market: Main St, Swede Alley, Heber - June 1, 8, 15, 22, 29; July 13, 20, 27; September 7, 21, 24.

Juneteenth: Thursday June 19th, 2025

Independence Day: Friday, July 4, 2025

Kimball Arts Festival: Main St, Swede Alley & Heber Ave only (Dates TBD)

Labor/Miner’s Day Weekend: Saturday, August 30 - Monday, September 1, 2025

Halloween: Friday, October 31, 2025, after 2:00 pm, Main St, Swede & Heber Ave only.

Thanksgiving: Thursday, November 27, 2025 - Sunday, November 30, 2025

Christmas: Wednesday December 24 & Thursday December 25, 2025

New Year’s Day: Thursday, January 1, 2026.

- If you have an issued permit, contact the Community Inspector assigned to your permit.
- 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>



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2. **Construction parking.** Municipal Code 9-2-12, 11-14-4(B)
 - Park City Municipal Corporation requires an approved parking plan with a building permit.
 - On-street parking is limited to legal parking, one side of the street, on pavement and shall maintain reasonable public and safety vehicle access.
 - Construction equipment (forklifts, cranes, backhoes, etc.) is not permitted to be driven or parked on public parking lots, city streets, or private property unless otherwise approved.

3. **Deliveries.** Municipal Code 11-14-3, 11-14-4(C)
 - Deliveries are permitted during the allowed hours of operation.
 - Two flaggers will be present for all deliveries.
 - A partial road closure permit is required for deliveries longer than one-hour.
 - Delivery vehicle parking restrictions on Main St or Swede Alley:
 - A. General Parking.
 - When south of Heber Ave, use the west side of Main St, 3:00am to 12:00 noon.
 - When north of Heber Ave, use Main St, 7:00am to 12:00 noon.
 - After 12:00 noon, parking on Main St is prohibited.
 - Any parking space is allowed on west side of Swede Alley, 3:00am to 4:00pm.
 - B. Double parking.
 - When south of Heber Ave, use west side of Main St, 3:00am to 12:00 noon.
 - When north of Heber Ave, double parking is allowed on Main St, 7:00am to 12:00 noon.
 - Double parking allowed, provided delivery is expeditious, there is no curbside parking available, and it does not inhibit traffic flow or block a legally parked car from leaving the curb.
 - C. Use loading zones on west side of Swede Alley for deliveries to Main St after 12:00 noon.
 - D. No parking on the east side of Swede Alley.
 - E. No parking in such a manner to impede the flow of traffic.
 - F. No parking while the engine idling.
 - G. No parking on Park Ave, between Heber Ave and King Rd, while making deliveries to a business with a Main St address.
 - H. City authorized special events and master festivals in the Main St Core may impact delivery vehicle operations; verify special requirements approved by City special events staff.

4. **Stockpiling and staging.** Municipal Code 11-14-3
 - Required to be onsite and within the approved limits of disturbance (LOD) fence.
 - Separate right of way (ROW) permit is required if materials, dumpsters, or toilets are in ROW.
 - Additional site used for stockpiling or staging must be approved by the Building Department including an LOD fence and possibly a bond.

5. **Construction phasing.** Municipal Code 11-14-4(D)
 - Requires approval from the Chief Building Official.
 - Must be maintained within the approved LOD area unless otherwise approved.
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6. **Trash management & recycling.** Municipal Code 11-14-4(E), 11-14-5
 - Construction site will provide adequate storage, a program for trash removal and will keep site clean daily. Recycling is encouraged.
 - Dumpsters must be placed within the approved LOD. Dumpsters or trash trailers parked on private property require written permission from the property owner. Dumpsters or trash trailers on the ROW require a permit from the Engineering Department.
 - Trash and construction related wastes will be deposited into a covered receptacle.

7. **Control of dust & mud.** Municipal Code 11-14-4(F), 11-15-6

Sediments and other materials will not be tracked from the site by vehicle traffic. Construction entrance roadways will be stabilized with gravel to inhibit sediments from being deposited into ROW's. Accidental deposits will be swept up immediately and not washed down by rain or any other means.

8. **Grading and excavation.** Municipal Code 11-14-4(H)
 - Grading and excavation are permitted during the allowed hours of operation.
 - Truck routes require approval by the Engineering Department and may be restricted to prevent adverse impacts.

Cubic yards to be removed: _____ Destination: _____.

9. **Temporary lighting** require approval by the Planning Department. See item 20, below. LMC 15-5-5(J)

10. **Construction sign.** Municipal Code 11-14-4(J)
 - Post onsite and in a location that is readable from the street.
 - Size limitations: maximum 12 square feet, and maximum 6 feet in height.
 - Lettering limitation: maximum 4 inches in height.
 - Include: Contractor name, address, phone number and emergency contact information.

11. **Stormwater Pollution Prevention Plan (SWPPP).** Municipal Code 13-4
 - Install construction fence and Best Management Practices (BMPs) per approved plan.
 - Retain eroded sediments and other pollutants onsite from being transported from the site via street flow, swales, area drains, natural drainage course or wind.
 - Protect stockpile of earth and other construction-related materials from being transported from the site by wind.
 - Fuels, oils, solvents, and other toxic materials will be stored per their listing and will not contaminate soil or surface waters.
 - All approved storage containers will be protected from weather.
 - Spills will be cleaned up immediately, disposed properly and not washed into drainage system.
 - Excess or waste concrete will not be washed into the public way or any drainage system.
 - Concrete equipment cleaned in properly constructed cleanout that will not leach into ground.
 - If you have an issued permit, contact the Community Inspector assigned to your permit.
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12. **Noise** will not exceed 65 decibels or violate the Park City noise ordinance. Municipal Code 11-14-4(G)
13. **Toilet facilities.** Municipal Code 11-14-5(B)
 - Construction sites will have permanent toilets with authorization, or temporary toilet facilities.
 - Toilets placed on right of way (ROW) require a ROW permit from the Engineering Department.
14. **Soil Ordinance.** Properties located within the soil ordinance boundary will comply Municipal Code 11-15, including but not limited to dust control, covering soil and approved soil disposal.
15. **Partial road closures.**
 - Required if one lane of travel is partially blocked by construction traffic or deliveries.
 - Allow (2) business days for permit processing.
 - Apply for permit online www.parkcity.org or through the Engineering Department.
16. **Full road closures.**
 - Allow (2) business days for permit processing.
 - Apply for permit online www.parkcity.org or through the Engineering Department.
 - Requires approval from the City Engineer.
17. **Right of Way (ROW) permits.**
 - Required for any work performed within the public right of way (ROW)
 - Allow (2) business days for permit processing.
 - Apply for permit online www.parkcity.org or through the Engineering Department.
 - Requires approval from the City Engineer.
 - Fencing of Public ROW requires the contractor to provide traffic circulation plan, traffic mitigation plan and pedestrian plan. See www.parkcity.org for Municipal Code 11-14-2.
18. **Cranes.** Municipal Code 11-14-3(B)
 - Requires approval from the Chief Building Official.
 - Contractor to submit site plan showing radius of boom over neighboring properties and streets.
 - Submit airspace and trespass agreements to the Building Department before crane installation.
 - Loaded or unloaded cranes will not swing over neighboring properties and streets, without prior approval.
 - Flaggers are required, when approval is granted, if crane will affect a right of way.

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19. Limits of disturbance (LOD) fence. Municipal Code 11-14-2, 11-14-3, 11-15-4, 13-4-5

- Chain link fencing may be required on sites with excavations deeper than 4ft. LMC 15-7.3-3(K)
- Plastic fencing is acceptable on sites that are not being excavated. LMC 15-7.3-3(H.4)
- All sites within the Historic District require chain link fencing that is 6ft high. LMC 15-7.3-3(K)
- Install LOD fence per approved plans. Removal or alteration requires prior approval from the Building and Engineering Departments. Municipal Code 13-4-5(C)

20. Boardwalks. Municipal Code 11-14-2, LMC 15-5-5(J10)

- May be required on some projects per the International Building Code. IBC 3306
- When required, they will have a mining theme and include lights and reflectors.
- Sidewalks and streets beneath the boardwalk will be required or replaced, if necessary, before the certificate of occupancy is issued.
- A monetary bond may be required by the Engineering Department for sidewalks and streets beneath the boardwalk.
- Specifications are available at the Building Department.

21. Other issues.

- Dogs are prohibited on construction sites. Municipal Code 7-3-5
- Contractor will inform neighboring property owners about the project and construction activities that may affect the area, such as, work that is loud or may disrupt traffic.
- Mitigation will be in place to prevent impacts to the existing adjacent structures and existing infrastructure/streets from the construction.
- Additional conditions in the MPD, CUP or other City approvals governing the lot also apply and are enforced in coordination with this construction mitigation plan and the building permit.

22. Utah State Code and Rules. Approved set of plans and mitigation include compliance with all Utah State Code and Rules, including Asbestos Rule R307-801 and Lead Paint Rules R307-840, 841, 842.

Please Note:

- It is the responsibility of the property owner and contractor to ensure compliance with all approved Master Plan Development and Conditional Use Permit subject to finding of facts and conclusion of Law and conditional of approval.
- Park City Municipal Corporation (PCMC)
 - a) Reserves the right to abate any inactive or abandoned construction site.
 - b) Gives no guarantee of temporary certificates of occupancy.
 - c) May require the contractor to complete neighborhood noticing to their satisfaction.

****If you need assistance, please call the Building Department 435-615-5101****

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Site Specific Notes:

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