

ORDINANCE NO. 2024-03

AN ORDINANCE AMENDING LAND MANAGEMENT CODE REGULATIONS FOR ELECTRIC VEHICLE CHARGING STATIONS AND SUBDIVISION REVIEW

WHEREAS, the Land Management Code implements the goals and policies of the General Plan in part to promote the health, safety, and welfare of present and future inhabitants, businesses, and visitors, to protect and enhance the vitality of the City's resort-based economy, overall quality of life, and unique mountain town community, and to protect or promote moderate income housing;

WHEREAS, General Plan Community Planning Strategy 5.7 recommends requiring dedicated parking and Electric Vehicle Charging Stations to support Electric Vehicles within new development and redevelopment;

WHEREAS, on November 19, 2020, the City Council adopted Ordinance No. 2020-48 enacting Electric Vehicle Charging Station conduit and installation requirements for new development and redevelopment, establishing standards for installations, signage, and maintenance, and defining key terms;

WHEREAS, since these regulations were adopted in 2020, electric and hybrid electric vehicle sales nearly doubled in the United States between 2020 and 2021 and experts predict half of car sales will be electric by 2030 and the Planning Commission prioritized reevaluation of Electric Vehicle Charging Stations and Fast Chargers to proactively plan for increases in Electric Vehicle charging needs;

WHEREAS, the Utah Legislature enacted SB 174 *Local Land Use and Development Revisions* to preempt local subdivision review processes and to mandate municipal review of Single-Family Dwelling, Duplex, and Townhome Subdivisions, effective February 1, 2024, requiring amendments to the Land Management Code;

WHEREAS, the Planning Commission duly noticed and conducted a public hearing on January 10, 2024, and forwarded a positive recommendation to City Council;

WHEREAS, on February 1, 2024, the City Council duly noticed and conducted a public hearing.

NOW, THEREFORE, BE IT ORDAINED by the City Council of Park City, Utah, as follows:

SECTION 1. MUNICIPAL CODE TITLE 15 – LAND MANAGEMENT CODE. The recitals above are incorporated herein as findings of fact. Municipal Code Sections 15-2.17-2, 15-2.18-2, 15-2.19-2, 15-3-11, 15-7.1-2, 15-7.4-3, and 15-15-1 are hereby amended as outlined in Attachment 1.

SECTION 2. MUNICIPAL CODE TITLE 15 – LAND MANAGEMENT CODE. The recitals above are incorporated herein as findings of fact. Municipal Code Chapter 15-7.5 is hereby enacted as outlined in Attachment 1.

SECTION 3. EFFECTIVE DATE. This Ordinance shall be effective upon publication.

PASSED AND ADOPTED this 1st day of February 2024.

PARK CITY MUNICIPAL CORPORATION

DocuSigned by:

Nann Worel

57775BCB46414F6...

Nann Worel, Mayor

Attest:



DocuSigned by:

Michelle Kelly

E5F905BB533F431...

City Recorder

Approved as to form:

DocuSigned by:

Mark Harrington

B7478B7734C7490...

City Attorney's Office

1 ATTACHMENT 1

2 **15-2.17-2 Uses**

3 Uses in the RCO District are limited to the following:

4 A. **ALLOWED USES.**

- 5 1. Secondary Living Quarters
- 6 2. Lockout Unit¹
- 7 3. Accessory Apartment²
- 8 4. Nightly Rental
- 9 5. Home Occupation
- 10 6. Child Care, In-Home Babysitting³
- 11 7. Child Care, Family³
- 12 8. Child Care, Family Group³
- 13 9. Accessory Building and Use
- 14 10. Conservation Activity
- 15 11. Agriculture
- 16 12. Parking Area or Structure with four (4) or fewer spaces
- 17 13. Recreation Facility, Private¹²
- 18 14. Allowed Uses in the Underlying Zoning District
- 19 15. Salt Lake City 2002 Winter Olympic Games Olympic Legacy Displays⁴
- 20 16. Food Truck Location¹¹

21 B. **CONDITIONAL USES.**

- 22 1. Multi-Unit Dwelling⁵
- 23 2. Group Care Facility⁵
- 24 3. Child Care Center^{3,5}

- 25 4. Public and Quasi-Public Institution, Church and School⁵
- 26 5. Essential Municipal Public Utility Use, Facility, Service, and Structure⁵
- 27 6. Telecommunication Antenna⁶
- 28 7. Satellite Dish Antenna, greater than thirty-nine inches (39") in diameter⁷
- 29 8. Plant and Nursery stock products and sales⁵
- 30 9. Bed and Breakfast Inn⁵
- 31 10. Boarding House, Hostel⁵
- 32 11. Hotel, Minor⁵
- 33 12. Hotel, Major⁵
- 34 13. Private Residence Club Project and Conversion⁹
- 35 14. Timeshare Sales Office, off-site⁵
- 36 15. Office, General⁵
- 37 16. Office, Moderate Intensive⁵
- 38 17. Office, Intensive⁵
- 39 18. Office and Clinic, Medical⁵
- 40 19. Financial Institution, with and without drive-up window^{5,8}
- 41 20. Retail and Service Commercial, Minor⁵
- 42 21. Retail and Service Commercial, personal improvement⁵
- 43 22. Retail and Service Commercial, Major⁵
- 44 23. Transportation Service⁵
- 45 24. Retail Drive-Up Window⁸
- 46 25. Neighborhood Convenience Commercial⁵
- 47 26. Commercial, Resort Support⁵

- 48 27. ~~Gasoline~~ Service Station⁵
- 49 28. Cafe, Deli⁵
- 50 29. Restaurant, General⁵
- 51 30. Restaurant, Outdoor Dining⁹
- 52 31. Outdoor Event⁹
- 53 32. Restaurant, Drive-up window⁸
- 54 33. Bar⁵
- 55 34. Hospital, Limited Care Facility⁵
- 56 35. Hospital, General⁵
- 57 36. Parking Area or Garage with five (5) or more spaces⁸
- 58 37. Temporary Improvement⁹
- 59 38. Passenger Tramway Station and Ski Base Facility⁵
- 60 39. Ski tow rope, ski lift, ski run, and ski bridge⁵
- 61 40. Recreation Facility, Public⁵
- 62 41. Recreation Facility, Commercial⁵
- 63 42. Entertainment, Indoor⁵
- 64 43. Heliport⁵
- 65 44. Salt Lake City 2002 Winter Olympic Games Olympic Legacy Displays¹⁰

66 C. **PROHIBITED USES**. Any Use not listed above as an Allowed or Conditional Use
67 is a prohibited Use.

68 ¹Nightly Rental of Lockout Units requires a Conditional Use permit.

69 ²Requires an Administrative Permit. See Section 15-4-7, Accessory Apartments.

70 ³See Section 15-4-9, Child Care and Child Care Facilities.

71 ⁴Olympic Legacy Displays limited to those specific Structures approved under the SLOC/Park City

72 Municipal Corporation Olympic Services Agreement and/or Olympic Master Festival License and placed
73 on the original Property set forth in the services agreement and/or Master Festival License.

74 ⁵Subject to Master Planned Development approval. See Chapter 15-6.

75 ⁶See Section 15-4-14, Telecommunication Facilities.

76 ⁷See Section 15-4-13, Placement of Satellite Receiving Antennas.

77 ⁸See Section 15-2.18-5 criteria for drive-up windows.

78 ⁹Requires an administrative Conditional Use permit.

79 ¹⁰Olympic Legacy Displays limited to those specific Structures approved under the SLOC/Park City
80 Municipal Corporation Olympic Services Agreement and/or Olympic Master Festival License and placed
81 in an Area other than the original location set forth in the services agreement and/or Master Festival
82 License.

83 ¹¹The Planning Director or their designee shall, upon finding a Food Truck Location in compliance with
84 Municipal Code Section 4-5-6, issue the property owner a Food Truck Location administrative approval
85 letter.

86 ¹²See Section 15-4-22, Outdoor Pickleball Courts in Residential Areas.

87 HISTORY

88 *Adopted by Ord. [00-51](#) on 9/21/2000*

89 *Amended by Ord. [02-38](#) on 9/12/2002*

90 *Amended by Ord. [04-39](#) on 9/23/2004*

91 *Amended by Ord. [06-76](#) on 11/9/2006*

92 *Amended by Ord. [2018-55](#) on 10/23/2018*

93 *Amended by Ord. [2020-45](#) on 10/1/2020*

94 *Amended by Ord. [2021-51](#) on 12/16/2021*

95 *Amended by Ord. [2022-08](#) on 4/28/2022*

96 *Amended by Ord. [2022-21](#) on 10/27/2022*

97 *Amended by Ord. [2023-16](#) on 4/27/2023*

98 **15-2.18-2 Uses**

99 Uses in the GC District are limited to the following:

100 A. **ALLOWED USES.**

- 101 1. Secondary Living Quarters
- 102 2. Lockout Unit¹
- 103 3. Accessory Apartment²
- 104 4. Nightly Rental
- 105 5. Home Occupation
- 106 6. Child Care, In-Home Babysitting³
- 107 7. Child Care, Family³
- 108 8. Child Care, Family Group³
- 109 9. Child Care Center³
- 110 10. Accessory Building and Use
- 111 11. Conservation Activity
- 112 12. Agriculture
- 113 13. Plant and Nursery Stock production and sales
- 114 14. Bed and Breakfast Inn
- 115 15. Boarding House, Hostel
- 116 16. Hotel, Minor
- 117 17. Hotel, Major
- 118 18. Office, General
- 119 19. Office, Moderate Intensive
- 120 20. Office, Intensive

- 121 21. Office and Clinic, Medical and Veterinary Clinic
- 122 22. Financial Institution without a drive-up window
- 123 23. Commercial, Resort Support
- 124 24. Retail and Service Commercial, Minor
- 125 25. Retail and Service Commercial, Personal Improvement
- 126 26. Retail and Service Commercial, Major
- 127 27. Cafe or Deli
- 128 28. Restaurant, General
- 129 29. Hospital, Limited Care Facility
- 130 30. Parking Area or Structure with four (4) or fewer spaces
- 131 31. Parking Area or Structure with five (5) or more spaces
- 132 32. Food Truck Location¹⁰

133 **B. CONDITIONAL USES.**

- 134 1. Single Family Dwelling
- 135 2. Duplex Dwelling
- 136 3. Triplex Dwelling
- 137 4. Multi-Unit Dwelling
- 138 5. Group Care Facility
- 139 6. Public and Quasi-Public Institution, Church, and School
- 140 7. Essential Municipal Public Utility Use, Facility, Service, and Structure
- 141 8. Telecommunication Antenna⁴
- 142 9. Satellite Dish Antenna, greater than thirty-nine inches (39") in diameter⁵
- 143 10. Timeshare Project and Conversion

- 144 11. Timeshare Sales Office, off-site within an enclosed Building
- 145 12. Private Residence Club Project and Conversion⁸
- 146 13. Financial Institution with a Drive-up Window⁶
- 147 14. Retail and Service Commercial with Outdoor Storage
- 148 15. Retail and Service Commercial, Auto Related
- 149 16. Transportation Service
- 150 17. Retail Drive-Up Window⁶
- 151 18. ~~Gasoline~~ Service Station
- 152 19. Restaurant and Cafe, Outdoor Dining⁷
- 153 20. Restaurant, Drive-up Window⁶
- 154 21. Outdoor Event⁷
- 155 22. Bar
- 156 23. Sexually Oriented Businesses⁸
- 157 24. Hospital, General
- 158 25. Light Industrial Manufacturing and Assembly
- 159 26. Temporary Improvement⁷
- 160 27. Passenger Tramway and Ski Base Facility
- 161 28. Ski tow rope, ski lift, ski run, and ski bridge
- 162 29. Commercial Parking Lot or Structure
- 163 30. Recreation Facility, Public
- 164 31. Recreation Facility, Commercial
- 165 32. Recreation Facility, Private⁹
- 166 33. Indoor Entertainment Facility

- 167 34. Heliport
- 168 35. Temporary Sales Trailer in conjunction with an active Building permit for
- 169 the Site.⁸
- 170 36. Fences greater than six feet (6') in height from Final Grade⁷
- 171 37. Household Pet, Boarding⁷
- 172 38. Household Pet, Daycare⁷
- 173 39. Household Pet, Grooming⁷

174 C. **PROHIBITED USES**. Any Use not listed above as an Allowed or Conditional Use
175 is a prohibited Use.

176 ¹Nightly rental of Lockout Units requires Conditional Use permit.

177 ²Requires an Administrative Permit. See Section 15-4-7, Accessory Apartments.

178 ³See Section 15-4-9, Child Care and Child Care Facilities.

179 ⁴See Section 15-4-14, Telecommunication Facilities.

180 ⁵See Section 15-4-13, Placement of Satellite Receiving Antennas.

181 ⁶See Section 15-2.18-6 for Drive-Up Window review.

182 ⁷Requires an Administrative Conditional Use permit.

183 ⁸See Section 15-4-16 for additional criteria.

184 ⁹See Section 15-4-22, Outdoor Pickleball Courts in Residential Areas.

185 ¹⁰The Planning Director or their designee shall, upon finding a Food Truck Location in compliance with
186 Municipal Code Section 4-5-6, issue the property owner a Food Truck Location administrative approval
187 letter.

188 HISTORY

189 *Adopted by Ord. [00-51](#) on 9/21/2000*

190 *Amended by Ord. [04-39](#) on 9/23/2004*

191 *Amended by Ord. [06-76](#) on 11/9/2006*

- 192 Amended by Ord. [14-57](#) on 11/20/2014
- 193 Amended by Ord. [2018-55](#) on 10/23/2018
- 194 Amended by Ord. [2020-45](#) on 10/1/2020
- 195 Amended by Ord. [2021-51](#) on 12/16/2021
- 196 Amended by Ord. [2022-08](#) on 4/28/2022
- 197 Amended by Ord. [2022-21](#) on 10/27/2022
- 198 Amended by Ord. [2023-16](#) on 4/27/2023

199 **15-2.19-2 Uses**

200 Uses in the LI District are limited to the following:

201 A. **ALLOWED USES.**

- 202 1. Secondary Living Quarters
- 203 2. Accessory Apartment¹
- 204 3. Nightly Rental
- 205 4. Home Occupation
- 206 5. Child Care, In-Home Babysitting²
- 207 6. Child Care, Family²
- 208 7. Child Care, Family Group²
- 209 8. Child Care Center²
- 210 9. Agriculture
- 211 10. Plant and Nursery Stock
- 212 11. Office, General
- 213 12. Office, Moderate Intensive
- 214 13. Office, Intensive

- 215 14. Financial Institution without drive-up window
- 216 15. Retail and Service Commercial, Minor
- 217 16. Retail and Service Commercial, Personal Improvement
- 218 17. Retail and Service Commercial, Major
- 219 18. Commercial, Resort Support
- 220 19. Hospital, Limited Care
- 221 20. Parking Area or Structure with four (4) or fewer spaces
- 222 21. Food Truck Location⁸

223 **B. CONDITIONAL USES.**

- 224 1. Multi-Unit Dwelling
- 225 2. Group Care Facility
- 226 3. Child Care Center²
- 227 4. Public and Quasi-Public Institution, Church, and School
- 228 5. Essential Municipal Public Utility Use, Facility, Service, and Structure
- 229 6. Telecommunication Antenna³
- 230 7. Satellite Dish Antenna, greater than thirty-nine inches (39") in diameter⁴
- 231 8. Accessory Building and Use
- 232 9. Raising, grazing of horses
- 233 10. Bed and Breakfast Inn
- 234 11. Boarding House, Hostel
- 235 12. Hotel, Minor
- 236 13. Private Residence Club Project and Conversion⁶
- 237 14. Office and Clinic, Medical and Veterinary Clinic

- 238 15. Financial Institutions with Drive-Up Window⁵
- 239 16. Retail and Service Commercial with Outdoor Storage
- 240 17. Retail and Service Commercial, Auto-Related
- 241 18. Transportation Services
- 242 19. Retail Drive-Up Window⁵
- 243 20. ~~Gasoline~~ Service Station
- 244 21. Café or Deli
- 245 22. Restaurant, General
- 246 23. Restaurant, Outdoor Dining
- 247 24. Restaurant, Drive-Up Window⁵
- 248 25. Outdoor Event⁶
- 249 26. Bar
- 250 27. Hospital, General
- 251 28. Light Industrial Manufacturing and Assembly Facility
- 252 29. Parking Area or Structure with five (5) or more spaces
- 253 30. Temporary Improvement⁶
- 254 31. Passenger Tramway Station and Ski Base Facility
- 255 32. Ski Tow Rope, Ski Lift, Ski Run, and Ski Bridge
- 256 33. Recreation Facility, Public
- 257 34. Recreation Facility, Commercial
- 258 35. Recreation Facility, Private⁷
- 259 36. Entertainment Facility, Indoor
- 260 37. Commercial Stables, Riding Academy

- 261 38. Heliports
- 262 39. Commercial Parking Lot or Structure
- 263 40. Temporary Sales Office, in conjunction with an active Building permit.
- 264 41. Fences and Walls greater than six feet (6') in height from Final Grade⁶
- 265 42. Household Pet, Boarding⁶
- 266 43. Household Pet, Daycare⁶
- 267 44. Household Pet, Grooming⁶

268 C. **PROHIBITED USES**. Any Use not listed above as an Allowed or Conditional Use
269 is a prohibited Use.

270 ¹Requires an Administrative Permit. See Section 15-4-7, Accessory Apartments.

271 ²See Section 15-4-9, Child Care and Child Care Facilities.

272 ³See Section 15-4-14, Telecommunication Facilities.

273 ⁴See Section 15-4-13, Placement of Satellite Receiving Antennas.

274 ⁵See Section 15-2.19-8, Criteria for Drive-Up Windows.

275 ⁶Subject to an Administrative Conditional Use permit.

276 ⁷See Section 15-4-22, Outdoor Pickleball Courts in Residential Areas.

277 ⁸The Planning Director or their designee shall, upon finding a Food Truck Location in compliance with
278 Municipal Code Section 4-5-6, issue the property owner a Food Truck Location administrative approval
279 letter.

280 HISTORY

281 *Adopted by Ord. [00-51](#) on 9/21/2000*

282 *Amended by Ord. [04-39](#) on 9/23/2004*

283 *Amended by Ord. [06-76](#) on 11/9/2006*

284 *Amended by Ord. [14-57](#) on 11/20/2014*

285 *Amended by Ord. [2018-55](#) on 10/23/2018*

286 Amended by Ord. [2020-45](#) on 10/1/2020

287 Amended by Ord. [2021-51](#) on 12/16/2021

288 Amended by Ord. [2022-08](#) on 4/28/2022

289 **15-3-11 Electric Vehicle Charging Stations**

290 A. ELECTRIC VEHICLE CHARGING STATIONS **AND DIRECT CURRENT FAST**

291 **CHARGERS**. Electric Vehicle Charging Stations **and Direct Current Fast**

292 **Chargers** are an Allowed Accessory Use in all Zoning Districts.

293 B. INFRASTRUCTURE. An Applicant shall provide Electric Vehicle Charging

294 Station Infrastructure for ~~twenty percent (20%)~~ **fifty percent (50%)** of the first

295 one hundred (100) required Off-Street parking spaces for Multi-Unit Dwellings

296 and non-Residential Development and for five percent (5%) of required Off-Street

297 parking spaces above one hundred (100).

298 1. The Electric Vehicle Charging Station Infrastructure shall be identified on

299 all construction documents submitted for review.

300 2. To put future Property Owners on notice of the Electric Vehicle Charging

301 Station Infrastructure, an Applicant shall provide information in Covenants,

302 Conditions, and Restrictions or other documents governing a homeowner

303 or master owners association for the Development and/or on the breaker

304 panel.

305 C. ELECTRIC VEHICLE - READY. Applicants are required to construct Private

306 Garages for Single-Family Dwellings, Duplexes, and Triplexes that are Electric

307 Vehicle - Ready.

308 D. INSTALLATION. An Applicant shall install Electric Vehicle Charging Stations for
309 five percent (5%) of required Off-Street parking spaces for Multi-Unit Dwellings
310 and non-Residential Development for the first 200 parking spaces.

311 1. The first Electric Vehicle Charging Station installed shall be a dual-port
312 with one Charging Station that is ADA accessible. This dual-port shall
313 count as one Charging Station. Dual-port Charging Stations installed
314 thereafter shall count as two Charging Stations.

315 E. STANDARDS.

316 1. Location. Electric Vehicle Charging Stations shall not obstruct:

- 317 a. Building access;
- 318 b. Rights-of-Way;
- 319 c. sidewalks or pathways;
- 320 d. parking space dimensions; or
- 321 e. the Sight Distance Triangle.

322 2. Signs. An Applicant shall install Electric Vehicle Charging Station signage
323 that complies with the Federal Highway Administration Manual on Uniform
324 Traffic Control Devices, as amended for use in Utah. An Applicant shall
325 install signage as follows:

- 326 a. At the point of entrance to direct drivers to the location of Electric
327 Vehicle Charging Stations for Parking Structures with fifty (50) or
328 more parking spaces.

329 b. At the point of entrance to direct drivers to the location of Electric
330 Vehicle Charging Stations for Parking Areas with seventy-five (75)
331 or more parking spaces.

332 c. For each Electric Vehicle Charging Station to indicate that such
333 Station is for Electric Vehicle charging only.

334 3. User Information. An Applicant shall label each Electric Vehicle Charging
335 Station with information regarding safety, voltage and amperage levels,
336 usage fees if any, hours of operation, charging time limits, the contact
337 information to report malfunctioning equipment or other issues, and cord
338 management requirements.

339 4. Cord Management. An Applicant shall install Electric Vehicle Charging
340 Stations that contain a retraction device or place to hang and store cords,
341 cables, and connectors. Cords, cables, and connectors shall not obstruct
342 Building access, sidewalks or pathways, parking spaces, or the Rights-of-
343 Way.

344 5. Protection. An Applicant shall install wheel stops, concrete-filled bollards,
345 or other device approved by the Planning Director to protect Electric
346 Vehicle Charging Stations from damage by vehicles.

347 6. Snow Removal. An Applicant shall install Electric Vehicle Charging
348 Stations that are safe for use in inclement weather. Cords, cables, and
349 connectors shall be stored at least 24 inches above the ground. Property
350 owners shall manage cords so that they do not impede snow removal and

351 shall remove snow from Electric Vehicle Charging Stations in a timely
352 manner.

353 7. Maintenance. Property owners shall maintain Electric Vehicle Charging
354 Stations in good condition, appearance, and repair. If an Electric Vehicle
355 Charging Station is inoperable, the Property Owner shall replace the
356 Charging Station within three (3) months.

357 F. SOLAR ENERGY SYSTEMS. Solar Energy Systems may be installed on
358 permanent Parking Area Structures for Electric Vehicle Charging Stations in non-
359 Historic Zoning Districts. Solar Energy Systems shall be incorporated in the roof
360 of the permanent Structure and shall be mounted flush to the roof plane. Solar
361 panels, solar devices, and Solar Energy Systems and mounting equipment shall
362 use non-reflective finishes such as an anodized finish.

363 HISTORY

364 *Adopted by Ord. [2020-48](#) on 11/19/2020*

365 **15-7.1-2 Procedure**

366 No land shall be subdivided within the corporate limits of Park City, except those
367 Subdivisions subject to Chapter 15-7.5, until:

368 A. The Owner, Applicant and/or Developer or their Agent submit an Application
369 for Subdivision to the Planning Commission through the Park City Planning
370 Department;

371 B. The Planning Commission holds a public hearing and approves the
372 application; and

373 C. The approved Subdivision Plat is filed with the County Recorder.

374 HISTORY

375 *Adopted by Ord.[01-17](#) on 5/17/2001*

376 *Amended by Ord.[06-22](#) on 4/27/2006*

377 **15-7.4-3 Final Subdivision Plat**

378 1. **GENERAL**. The final Subdivision Plat shall be presented in India ink on tracing
379 cloth or reproducible mylar at the same scale and contain the same information,
380 except for any changes or additions required by the Planning Commission, as
381 required by Section 15-7.4-1 Preliminary Plat. The Preliminary Plat may be used
382 as the final Subdivision Plat if it meets these requirements and is revised in
383 accordance with the Planning Commission's requirements. All revision dates
384 must be shown as well as the following:

385 1. Notation of any self-imposed restrictions, and locations of any Building
386 lines proposed to be established in this manner, if required by the
387 Planning Commission in accordance with these regulations.

388 2. All monuments erected, corners, and other points established in the field
389 in their proper places. The material of which the monuments, corners, or
390 other points are made shall be noted at the representation thereof or by
391 legend. The legend for metal monuments shall indicate the kind of metal,
392 the diameter, length, and weight per lineal foot of the monuments.

393 3. Form for endorsements by the Planning Commission chair, **[Mayer,]** City
394 Recorder, City Engineer, City Attorney, Snyderville Basin Water
395 Reclamation District and other entities as required by the City Engineer.

396 2. **PREPARATION**. The final Subdivision Plat shall be prepared by a land surveyor
397 licensed by the State of Utah. The surveyor shall certify that the survey of the
398 Property described on the Plat is in accordance with Title 17, Chapter 23, Section
399 17 of the Utah Code as amended, and has verified all measurements and has
400 placed monuments as represented on the Plat.

401 *HISTORY*

402 *Adopted by Ord. [01-17](#) on 5/17/2001*

403 *Amended by Ord. [06-22](#) on 4/27/2006*

404 *Amended by Ord. [11-05](#) on 1/27/2011*

405 *Amended by Ord. [2022-16](#) on 5/26/2022*

406 **15-7.5 Administrative Subdivision Procedure**

407 **15-7.5-1 Applicability**

408 This Chapter applies to Subdivision Applications for Single-Family Dwellings, Duplexes,
409 or Townhomes.

410 **15-7.5-2 Administrative Land Use Authority**

411 The Administrative Land Use Authority for preliminary Subdivisions shall be the
412 Planning Commission and for final Subdivisions shall be the Planning Director or
413 designee.

414 **15-7.5-3 Definitions**

415 As used in this Chapter:

416 A. "Review Cycle" means the occurrence of:

- 417 1. the Owner, Applicant and/or Developer or their Agent submittal of a complete
418 Application for Subdivision to the Planning Department;

- 419 2. the Planning Department's review of that Application for Subdivision
420 3. the Planning Department's response to that Application for Subdivision, in
421 accordance with this Chapter; and
422 4. the Applicant's reply to the Planning Department's response that addresses
423 each of the Planning Department's required modifications or requests for
424 additional information.

425 B. "Subdivision Improvement Plans" means the civil engineering plans associated with
426 required infrastructure and municipally controlled utilities required for a Subdivision.

427 C. "Subdivision Review" means preliminary Subdivision review by the Planning
428 Commission and final Subdivision review by the Planning Department to verify that
429 a Subdivision Application meets the criteria of the Municipal Code of Park City and
430 all other applicable standards and specifications.

431 D. "Subdivision Plan Review" means a review of the applicant's Subdivision
432 Improvement Plans and other aspects of the Subdivision Application to verify that
433 the Application complies with the Municipal Code of Park City and applicable
434 standards and specifications.

435 **15-7.5-4 Preliminary Subdivision Review**

436 A. **Pre-Application Meeting.** A pre-application meeting is not required for Subdivision
437 Applications subject to this Chapter. If a pre-application meeting is requested for a
438 Subdivision Application subject to this Chapter, the City shall, within 15 business
439 days after the request, schedule the meeting to review the concept plan and
440 provide initial feedback.

- 441 1. The Planning Department staff shall provide at the pre-application meeting

442 or have available on the municipal website the following:

- 443 a. copies of applicable land use regulations;
- 444 b. a complete list of standards required for the project;
- 445 c. preliminary and final application checklists; and
- 446 d. feedback on the concept plan.

447 **B. Preliminary Subdivision Review.** No later than 15 business days after the day on
448 which an applicant submits a complete preliminary Application for a Subdivision
449 subject to this Chapter, the Planning Department shall complete the initial review of
450 the application, including Subdivision Improvement Plans.

451 **C. Planning Commission Review.** The Planning Commission may receive public
452 comment and hold no more than one public hearing for a preliminary Subdivision
453 review.

454 **D. Approval.** If a preliminary Subdivision complies with the applicable Municipal Code
455 of Park City regulations and all other applicable standards and specifications, the
456 Planning Commission shall approve the preliminary Subdivision.

457 **15-7.5-5 Final Subdivision Review**

458 **A. Public Hearing.** Planning Director or designee staff conduct a public hearing for
459 final Subdivision review.

460 **B. Final Subdivision Review.** No later than 20 business days after the day on
461 which an Applicant submits a proposed final Subdivision, the Planning
462 Department shall complete a review of the applicant's final Subdivision subject to
463 this Chapter, including all Subdivision Plan Reviews.

464 **C. Approval.** The Planning Director or designee shall approve a final Subdivision if

465 the final Subdivision complies with the Planning Commission's preliminary
466 Subdivision approval, applicable Municipal Code of Park City regulations, and all
467 other applicable standards and specifications.

468 **15-7.5-6 Review Cycles**

469 A. After reviewing the Application for Subdivision, the Planning Department may
470 require:

- 471 1. additional information relating to an Applicant's plans to ensure compliance
472 with the Municipal Code of Park City and approved standards and
473 specifications for construction of public improvements; and
- 474 2. modification to plans that do not meet current ordinances, applicable
475 standards or specifications, or do not contain complete information.

476 B. The Planning Department's request for additional information or modifications to
477 plans under (A)(1) and (2) shall be specific and include citations to regulations,
478 standards, or specifications that require the modifications to plans, and shall be
479 logged in an index of requested modifications or additions.

480 C. Unless the change or correction is necessitated by the Applicant's adjustment to a
481 plan set or an update to a phasing plan that adjusts the infrastructure needed for the
482 specific development, a change or correction not addressed or referenced in a
483 municipality's plan review is waived, except if the modifications or corrections are
484 necessary to protect public health and safety or to enforce state or federal law.

485 D. If an applicant does not submit a revised plan within 20 business days after the
486 Planning Department requires a modification or correction, the City shall have an
487 additional 20 business days to respond to the plans.

488 E. After the Applicant has responded to the final review cycle, and the Applicant has
489 complied with each modification requested in the City's previous review cycle, the
490 City may not require additional revisions if the Applicant has not materially changed
491 the plan, other than changes that were in response to requested modifications or
492 corrections.

493 F. Utah Code Section 10-9a-604.2(5)(c) limits Review Cycles to no more than four.

494 G. The Review Cycle restrictions and requirements of this Chapter do not apply to
495 review of Subdivision Applications affecting property within identified geological
496 hazard areas.

497 **15-7.5-7 Applicant Reply to Planning Department Response**

498 A. In addition to revised plans, an Applicant shall provide a written explanation in
499 response to the Planning Department's review comments, identifying and explaining
500 the Applicant's revisions and reasons for declining to make revisions, if any.

501 B. The Applicant's written explanation shall be comprehensive and specific, including
502 citations to applicable standards and ordinances for the design and an index of
503 requested revisions or additions for each required correction.

504 C. If an Applicant fails to address a review comment in the response, the review cycle
505 is not complete and the subsequent review cycle may not begin until all comments
506 are addressed.

507 **15-7.5-8 Appeal**

508 If, on the fourth or final Review Cycle, the Planning Department fails to respond within
509 20 business days, the City shall, upon the request of the property owner, and within 10
510 business days after the day on which the request is received, for a dispute arising from

511 the Subdivision review, advise the applicant, in writing, of the deficiency in the
512 Application and of the right to appeal the determination to the Planning Commission.

513 **15-7.5-9 Applicability of Other Subdivision Chapters**

514 All other Subdivision regulations in Chapters 15-7 through 15-7.4 apply to administrative
515 Subdivisions unless contradicted by this Chapter. In the event of a conflict, this Chapter
516 shall control.

517 **15-15-1 Definitions**

518 For the purpose of the LMC, certain numbers, abbreviations, terms, and words shall be
519 used, interpreted, and defined as set forth herein. Defined terms will appear as proper
520 nouns throughout this Title. Words not defined herein shall have a meaning consistent
521 with Webster’s New Collegiate Dictionary, latest edition.

522 Unless the context clearly indicates to the contrary, words used in the present tense
523 include the future tense; words used in the plural number include the singular; the word
524 “herein” means “in these regulations”; the word “regulations” means “these regulations”;
525 “used” or “occupied” as applied to any land or Building shall be construed to include the
526 words “intended, arranged, or designed to be used or occupied”.

527

528 **DIRECT CURRENT FAST CHARGER. A 480-volt Level 3 Electric Vehicle Fast**
529 **Charger.**

530

531 **SERVICE STATION. A gasoline service station and/or alternative fuel station that may**
532 **include Electric Vehicle Charging Stations and/or Direct Current Fast Chargers.**