



STAFF REPORT

To: Snyderville Basin Planning Commission
From: Ray Milliner, County Planner
Date of Meeting: March 10, 2020
Type of Item: Conditional Use Permit- Public Hearing, Possible Action
Process: Administrative Review

RECOMMENDATION: Staff recommends that the Snyderville Basin Planning Commission review the proposed Public Facility, conduct a public hearing and approve the CUP per the findings of fact, conclusions of law and conditions of approval found in this staff report.

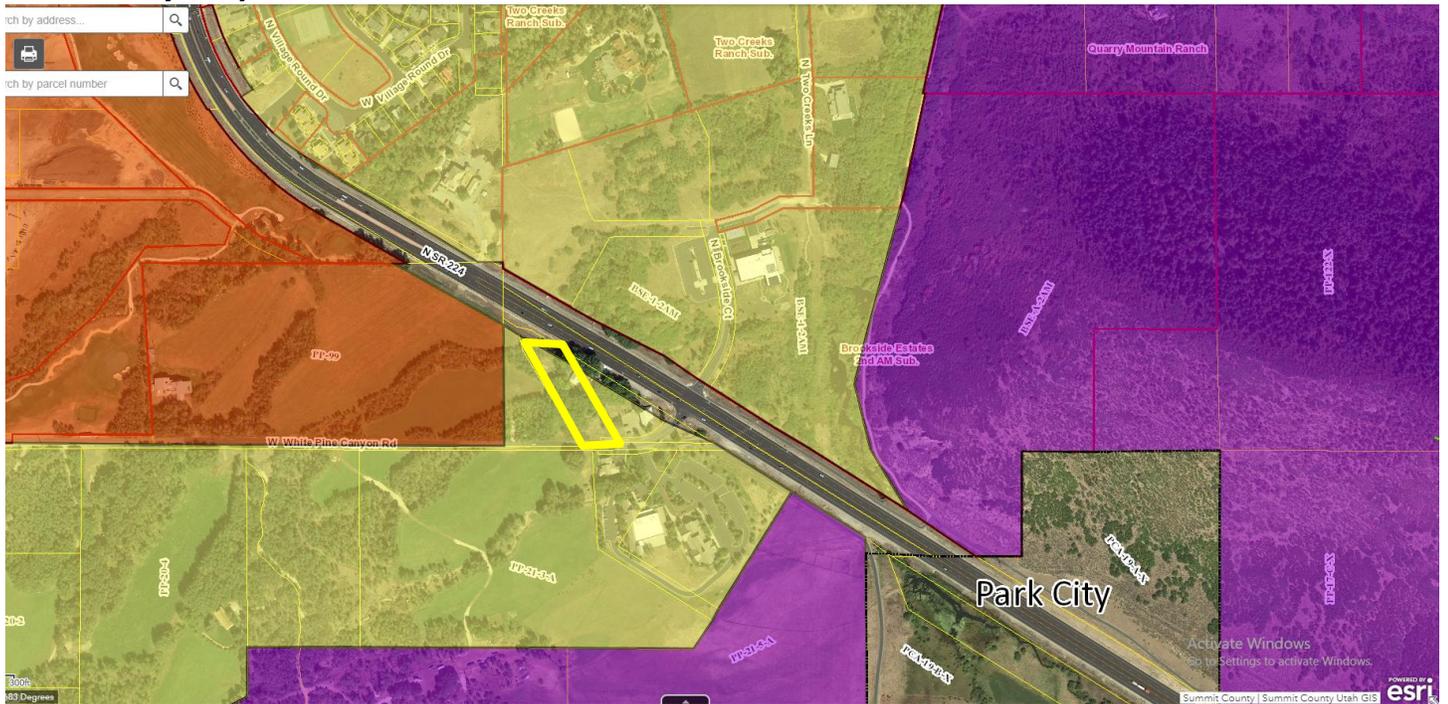
Project Description

Project Name: Mountain Trails Office
Applicant(s): Charlie Sturgis
Property Owner(s): NMP Properties LLC
Location: 3655 North Highway 224
Zone District: Rural Residential (RR)
Parcel Number and Size: Parcel # PP-117-C, 1.32 Acres
Type of Process: Administrative
Final Land Use Authority: Snyderville Basin Planning Commission

Proposal

The applicant is requesting conditional use approval for a Minor Public Facility. The applicant proposes to use convert an existing single-family home from a residential use with a home occupation office to an office building for a quasi-governmental entity. No expansion of the building is proposed, but they are proposing to improve an existing parking area.

Vicinity Map



Background

The applicant, Mountain Trails Foundation, is seeking approval of a Minor Public Facility located at 3655 North Highway 224. The property is zoned Rural Residential (RR). Section 10-2-10 of the Development Code states that Minor Public Facilities in the RR zone are a conditional use. Section 10-11-1 of the Development Code defines a Minor Public Facility as:

“PUBLIC FACILITIES, MINOR: A use, facility, or structure owned or managed by the county, or a quasi-public entity, that provides a function, activity, or service for public benefit and provides less impact than major public facilities.”

The Code further defines Quasi-Public Use as:

QUASI-PUBLIC USE: A use operated by a private nonprofit educational, religious, recreational, charitable, or philanthropic institution, such use having the purpose primarily of serving the general public, such as churches, private schools, and universities, or similar uses.

The proposed location of the use was previously used as a single-family home and home occupation for a hot air balloon business.

The proposed Public Facility would be the offices for the Mountain Trails Foundation as well as Summit Lands Conservancy. No events or gatherings are proposed on site. The proposal would require internal remodeling of the building, but no external changes are proposed.

Analysis and Findings

The Planning Commission may approve, approve with conditions, or deny a conditional use based upon written findings of fact according to each of the following standards. It is the responsibility of the applicant to provide written and graphic evidence demonstrating compliance:

Standard 1: The use is in accordance with the General Plan. **COMPLIES**

Analysis: The enabling language for managing Public Facilities in the Snyderville Basin Planning District originates in the Snyderville Basin General Plan.

“GOAL: Maintain adequate service levels in regard to services and facilities that are best operated at the local government or quasi-governmental level. These services could include: essential health and safety services such as fire, ambulance, law enforcement, public health, utilities and infrastructure; and other services such as libraries, parks and recreation, public transportation, weed or pest management, and waste management and recycling.”

Staff finds that the proposed use will allow this quasi-governmental entity to continue operations and provide services to the residents of the County.

Standard 2: The use conforms to all applicable provisions of this Title, including, but not limited to, any applicable provisions of this Section and Chapter 4 of this Title, the General Plan, and State and Federal regulations. **COMPLIES**

Analysis: Staff review of the application indicates that it meets the minimum requirements for approval in the Snyderville Basin Development Code.

Code Requirement	Analysis	Finding
1. Environmental Criteria	This application was reviewed by Summit Water, and the Summit County Health Department for compliance with air and water quality standards as well as sewage disposal issues. There is adequate capacity in the existing sewer system to accommodate the addition. Information from the water provided state that there is enough water available to accommodate the use.	COMPLIES

2. Critical Areas	No development is occurring in an area defined as “critical land” by the Development Code. The structure does not encroach into any steep slopes or wetlands.	COMPLIES
3. Open Space	There is no minimum open space requirement for this project.	COMPLIES
4. Water and Water Supply	The project was reviewed by the Summit Water representatives. Comments indicate that there is sufficient water for the site.	COMPLIES
5. Sanitary Sewer	No concerns were raised by the sewer provider.	COMPLIES
6. Fire Protection	Comments from the Park City Fire District indicate the project complies.	COMPLIES
7. Loading and Unloading	No concerns raised.	COMPLIES
8. Parking Requirements	Applicant proposes to refurbish the existing 10 space parking area.	COMPLIES
9. Transportation Infrastructure and Access Design	No concerns raised.	COMPLIES
10. Public Utilities	All necessary public utilities are available on site.	COMPLIES
11. Mail Delivery	Mail delivery will remain as currently provided.	COMPLIES
12. Solid Waste and Recycling	Garbage collection will remain as currently provided.	COMPLIES
13. Snow Removal and Storage	Snow storage will remain on site.	COMPLIES
14. Police and Security	No concerns raised.	COMPLIES
15. Parks, Trails, and Trailheads	The project was reviewed by the Snyderville Basin Recreation District who indicated that it will not interfere with any existing or proposed recreation amenities in the area.	COMPLIES
16. ADA Access	Prior to the issue of a building permit, the project will be reviewed by representatives from the building Department for compliance with all ADA requirements.	COMPLIES
17. Special Site Design Requirements	There are no special site design requirements for the property outside of those in the Snyderville Basin Development Code. Staff review of these requirements is contained within this staff report.	COMPLIES
18. Architectural Regulations for All Structures	The basic design, mass and height of the addition are compatible with the surrounding vernacular. The finish materials will be compatible in type and style with the existing building materials. Staff will conduct a final	COMPLIES

	review for compliance prior to the issue of a building permit.	
19. Landscape Regulations	Staff has inserted a condition of approval that all new landscaping be native drought tolerant plants.	COMPLIES
20. Lighting Regulations	All proposed lighting shall comply with the standards in the Development Code. Prior to the issue of a building permit, staff will review the final lighting plan for compliance with the standards in the Code.	COMPLIES
21. Height Regulations	No external changes to the building are proposed.	COMPLIES

Standard 3: The use is not detrimental to public health, safety and welfare. **COMPLIES**

Analysis: Staff can find no evidence that the proposed Public Facility will have a negative impact on the general health, safety and welfare of the people of Summit County. The use is compliant with the goals and policies of the General Plan, and is designed in a way that will be compatible with the surrounding neighborhood both in design and impacts.

Standard 4: The use is appropriately located with respect to public facilities. **COMPLIES**

Analysis: All necessary public facilities are available on site, including water, sewer, and roads. Parking, internal circulation and access have been reviewed by the Summit County Engineering Department and found to be adequate. The property is located near public trails, transportation and commercial areas. There is a bus stop approximately 400 feet from the property, and the millennium trail is adjacent to the property.

Standard 5: The use is compatible with the existing neighborhood character and with the character and purpose provision of the applicable zoning district, and will not adversely affect surrounding land uses. **COMPLIES**

Analysis: the impacts of the proposed use will be limited. The nearest single-family home is more than 1,000 feet away. The use will only be for office and limited storage. No group activities or fund raisers will be done on site.

Recommendation

Staff recommends that the Snyderville Basin Planning Commission review the proposed Public Facility, conduct a public hearing and approve the CUP per the findings of fact, conclusions of law and conditions of approval found in this staff report.

Findings of Fact:

1. The applicant, Mountain Trails Foundation, is seeking approval of a Minor Public Facility located at 3655 North Highway 224.
2. The property is zoned Rural Residential (RR).
3. Section 10-2-10 of the Development Code states that Minor Public Facilities in the RR zone are a conditional use.
4. The proposed location of the use was previously used as a single-family home with a home occupation.
5. The parcel is a lot of record, and eligible for development under the requirements of the Snyderville Basin Development Code.
6. The proposed Public Facility would be the offices for the Mountain Trails Foundation as well as Summit Lands Conservancy.
7. No events or gatherings are proposed on site.
8. The proposal would require internal remodeling of the building, but no external changes are proposed.
9. All necessary public facilities are available on site, including water, sewer, and roads.

Conclusions of Law:

1. There is good cause for this conditional use.
2. The proposed Conditional Use Permit as conditioned complies with all requirements of the Snyderville Basin Development Code.
3. The modification as conditioned is consistent with the Snyderville Basin General Plan, as amended.
4. The use is not detrimental to public health, safety and welfare, as the roads and public services in the area are sufficient to accommodate the increase in intensity of the use.
5. The use is compatible with the existing neighborhood character and will not adversely affect surrounding land uses.
6. The effects of any differences in use or scale have been mitigated through careful planning.

Conditions of Approval:

1. All associated landscaping shall be native, drought tolerant plants.
2. Staff shall review all exterior lighting for compliance with the standards in Section 10-4-21 of the Development Code prior to the issue of a building permit.
3. All necessary permits must be obtained and fees shall be paid prior to the commencement of any construction activity, including but not limited to the Summit County Engineering and the Summit County Building Departments.

Attachments

Exhibit A – Applicant Narrative

Exhibit B - Proposed Site Plan
Exhibit C - Proposed Floor Plans