

**PARK CITY PLANNING COMMISSION
WORK SESSION MINUTES
JULY 25, 2012**

PRESENT: Charlie Wintzer, Brooke Hontz, Mick Savage, Adam Strachan, Jack Thomas, Nann Worel, Thomas Eddington, Katie Cattan, Francisco Astorga, Polly Samuels McLean

WORK SESSION ITEMS

General Plan – Information Update

Planner Katie Cattan reviewed the steps of the General Plan process. The process began with Visioning in 2009. Data was collected and interpreted and additional public input was obtained. The Staff identified issues and options, which was still ongoing, and they were drafting the stated goals and objectives. Planner Cattan reported that the Staff was currently in the process of drafting the General Plan and the strategies for implementation. Most of those have been laid out, but that process took time away from the public process.

Planner Cattan stated that the Staff was extremely close to having a draft document. She emphasized that the process was still in the draft stage. The next step was to meet with the task force groups and the public in an effort to bring forward a draft to the Planning Commission that has more community buy-in.

Planner Cattan stated that invitations were sent to the 11 people identified in the Staff report and the response had been positive. She and Director Eddington would meet with these individuals in a group setting twice in August and twice in September. At the same time the Planning Department would be setting up another round of neighborhood meetings for individual neighborhoods. Planner Cattan reviewed the format of the new General Plan as outlined in the Staff report. The intent is to go back to the neighborhoods with their ideas and hear public feedback. The next step in the process would be the Planning Commission and City Council vetting the plan.

Chair Wintzer asked when the Planning Commission would be involved. Planner Cattan encouraged the Planning Commission to get involved in the neighborhood meetings. The Planning Commission would have the opportunity to review the entire document after the neighborhood meetings. Chair Wintzer thought the Planning Commission should be involved before rather than after. If the Staff was looking for community buy-in, he felt it was important to get Planning Commission buy-in as they move through the process. He suggested more frequent updates or some other way for the Planning Commission to be involved before the General Plan is written.

Commissioner Hontz asked if the Staff intended to include the Planning Commission before meeting with the stakeholders. Planner Cattan replied that the Staff was thinking about going to the public first and then coming back to the Planning Commission with the findings. She would be happy to provide updates to the Planning Commission more frequently. Commissioner Hontz shared Chair Wintzer's concern. Next to the Staff, the Planning Commission looks to the General Plan the most. Therefore, they have the most desire to help shape the document. She thought the previous neighborhood meetings were good, considering the low participation, but she did not believe the data collected represented the entire community. Commissioner Hontz stated that because the Planning Commission uses the General Plan document all the time, and she preferred

to be involved sooner in the process.

Planner Cattan stated that for organization purposes it is helpful for the Staff to have the public provide feedback on the identified strategies for their individual neighborhoods. When the document is presented to the Planning Commission, the Staff could give them everything and show what was amended. However, in terms of resources and being organized, they felt this process was more effective. Planner Cattan explained that it was important to go through the process step by step to keep the draft organized and ready to present to the Planning Commission and the City Council.

Commissioner Worel asked if the Commissioners could see a draft of what would be presented in the neighborhoods. Planner Cattan answered yes. Director Eddington thought it would be beneficial for the Planning Commission to see a draft of what the Staff was proposing, prior to meeting with the stakeholders and the neighborhoods, to allow them the opportunity to provide input and guidance.

Chair Wintzer remarked that the Planning Commission deals with the problems that are created and they have memory and understanding of what those problems are. Involving the Planning Commission would be another set of eyes on the document.

Planner Cattan reiterated the importance of going back to the public and the difficulty in managing a community task force, neighborhood meetings for nine different neighborhoods and taking in Planning Commission input. She felt the task force meetings and the neighborhood meetings would take the majority of time over the next two months.

Commissioner Hontz thought they were putting too much emphasis on editing. She believed the Planning Commission was more interested in seeing the draft to understand what was being presented to the public and the task force. Chair Wintzer remarked that it was better for the Planning Commission to make suggestions before the Staff spends significant time and effort drafting the document and then have to go back to make the changes.

Commissioner Thomas stated that his intent as a Planning Commissioner was to be more actively involved in the process. It would be helpful to the Planning Commission if they could be involved with formulating some of the concepts earlier in the process.

Commissioner Savage proposed that the Planning Department notify the Planning Commission when the material is prepared that would be presented to the other forums. That would give the Planning Commission the opportunity to review that material and if they have comments, to channel those comments directly. The Staff could then take all comments from the Planning Commission, the task force and the neighborhood groups and consolidate it into a more comprehensive draft for the Planning Commission and City Council. The Commissioners concurred.

Commissioner Thomas thought they should be as open as possible with communication and to share ideas. The Planning Commission wanted the opportunity to brainstorm, but they did not want to hinder the process. Commissioner Thomas understood the Staff's concern about organization and going through each step; and he also agreed that the Planning Commission should be involved sooner rather than later.

Commissioner Strachan stated that in the end, the Planning Commission would be looking at the final document. If neighborhood input is way out of line with the history of the General Plan and the rest of the neighborhoods, he was unsure how that would be addressed.

Planner Cattan stated that she wanted to produce a very cohesive document for the Planning Commission, which is why the original thought was to present it to the Planning Commission after further editing with the task force and neighborhoods. However, she was willing to utilize Commissioner Savage's proposal and send individual pieces to the Planning Commission as they are presented to the task force and the neighborhoods.

The Work Session was adjourned.