Summary Recommendation
The Planning Department requests that the City Council review the proposed amendment, open a public hearing, and consider approving an amendment to Land Management Code § 15-7.1-7, *Signatures And Recording Of The Plat*, to require that staff submit approved plats to the Utah Automated Geographic Reference Center within 30 days of Council approval to provide data for the unified statewide 911 emergency database and to require the Summit County GIS Coordinator/Addressing Authority to sign the plat.

Description
**Applicant:** Planning Department  
**Proposal:** Amendment to Land Management Code § 15-7.1-7, *Signatures And Recording Of The Plat*  
**Reason for Review:** Land Management Code amendments require Planning Commission review and recommendation, and City Council review and action

Background
On February 12, 2020, the Planning Commission voted 5 - 0 to forward a positive recommendation to the Council (Staff Report; Audio).

The Automated Geographic Reference Center (AGRC) is the State’s mapping technology coordination office. AGRC converts road and addresses from plats into Geographic Information System (GIS) data for the unified statewide 911 emergency database. Up until 2019, counties provided plats to AGRC for new road and address data at the time of plat recordation.

However, there is a lag between the time a plat is approved and the time the plat is recorded. After plat approval, construction on a project may begin on a site while the plat for the site goes through a final redline process before it is recorded with the county. The redline process can take up to a year. Due to the lag in approval and recordation, AGRC did not always have the most up-to-date road and address data for the unified statewide 911 emergency database. This lag could be problematic for first responders to locate a construction site where the plat may have been approved but was not yet recorded.
Analysis
To address the potential gap between an approved plat, a recorded plat, and AGRC road and address data entry for the unified statewide 911 emergency database, the Legislature enacted House Bill 61 (2019). Utah Code § 10-9a-603(4) now requires that cities submit an electronic copy of an approved plat to AGRC within 30 days of approval so that AGRC may input up-to-date road and address data in the unified statewide 911 emergency database.

Additionally, House Bill 61 amended Utah Code § 10-9a-603(2)(b) to encourage cities to coordinate plat review with the local Public Safety Answering Point (PSAP)—the call center responsible for answering local 911 calls—to ensure that road names and addresses are not duplicated in the region. The Summit County Sheriff’s Office Dispatch is the PSAP for the Park City area.

On October 17, 2019, the Summit County GIS Coordinator/Addressing Authority (Addressing Authority) requested that the City include the Addressing Authority in the initial plat review process so that they could ensure that road names and addresses are not duplicated countywide (Exhibit B). In November of 2019, the Planning Department started including the Addressing Authority in City Development Review Committee meetings to provide an opportunity to approve proposed plat road names and addresses during the initial review stage.

Summit County also informed the Planning Department that they will no longer record plats unless plats are reviewed, approved, and signed by the Addressing Authority (Exhibit B). Staff now requires that plats include a signature box for Addressing Authority signature.

As a result of House Bill 61 (2019) and the requirements of the Summit County Recorder’s Office, staff recommends amending Land Management Code § 15-7.1-7, Signatures And Recording Of The Plat, (I) to require that staff submit approved plats to the Utah Automated Geographic Reference Center within 30 days of Council approval to provide data for the unified statewide 911 emergency database, and (II) to require the Addressing Authority to sign the plat, as shown on Exhibit A.

Process
Land Management Code amendments require Planning Commission recommendation and City Council adoption. City Council action may be appealed to a court of competent jurisdiction.¹

Department Review
The Legal, Engineering, and Planning Departments reviewed this report.

¹ Land Management Code § 15-1-18.
Notice

Public Input
No public input was received.

Exhibits
Attached – Draft Ordinance 2020-15
Exhibit A: Land Management Code § 15-7.1-7 Redlines
Exhibit B: Summit County Letter
Ordinance No. 2020-15

AN ORDINANCE AMENDING LAND MANAGEMENT CODE § 15-7.1-7, SIGNATURES AND RECORDING OF THE PLAT, TO REQUIRE THAT STAFF SUBMIT APPROVED PLATS TO THE UTAH AUTOMATED GEOGRAPHIC REFERENCE CENTER WITHIN 30 DAYS OF COUNCIL APPROVAL TO PROVIDE DATA FOR THE UNIFIED STATEWIDE 911 EMERGENCY DATABASE; AND TO REQUIRE THE SUMMIT COUNTY GIS COORDINATOR/ADDRESSING AUTHORITY TO SIGN THE PLAT

WHEREAS, the Land Management Code was adopted by the City Council of Park City, Utah, to promote the health, safety, and welfare of the residents, visitors, and property owners of Park City;

WHEREAS, the Land Management Code implements the goals, objectives, and policies of the Park City General Plan to maintain the quality of life and experiences for City residents and visitors;

WHEREAS, in 2019, the Utah Legislature enacted House Bill 61 and now requires that cities submit an electronic copy of an approved plat to AGRC within 30 days of approval so that AGRC may input up-to-date road and address data in the unified statewide 911 emergency database;

WHEREAS, on October 17, 2019, Summit County informed the City that the County Recorder’s Office now requires that the GIS Coordinator/Addressing Authority review, approve, and sign all plats to ensure that roads and addresses are not duplicated countywide for the benefit of 911 dispatch, first responders, and public safety;

WHEREAS, the Planning Commission duly noticed and conducted a public hearing on February 12, 2020, and forwarded a positive recommendation to City Council;

WHEREAS, the City Council duly noticed and conducted a public hearing on March 5, 2020; and

WHEREAS, it is in the best interest of the residents and visitors of Park City, Utah, to amend Land Management Code § 15-7.1-7 to require that staff submit approved plats to the Utah Automated Geographic Reference Center within 30 days of Council approval to provide data for the unified statewide 911 emergency database, and to require the Summit County GIS Coordinator/Addressing Authority to sign the plat in order to protect public health and safety and to maintain the quality of life for the City’s residents and visitors.

NOW, THEREFORE, BE IT ORDAINED by the City Council of Park City, Utah, as follows:
SECTION 1. LAND MANAGEMENT CODE § 15-7.1-7, SIGNATURES AND RECORDING OF THE PLAT. The recitals above are incorporated herein as findings of fact. Section 15-7.1-7 of the Land Management Code of Park City is hereby amended as outlined in Exhibit A.

SECTION 2. EFFECTIVE DATE. This Ordinance shall be effective upon publication.

PASSED AND ADOPTED this 5th day of March, 2020

PARK CITY MUNICIPAL CORPORATION

____________________________________
Andy Beerman, Mayor

Attest:

_______________________________
City Recorder

Approved as to form:

_______________________________
Mark Harrington, City Attorney