

Ordinance No. 2026-07

AN ORDINANCE AMENDING PARK CITY CODE SECTIONS 4-1-1, LICENSING DEFINITIONS; AND 4-3-1, GENERAL APPLICATION PROCESS - LICENSE APPLICATION; AND ENACTING SECTIONS 4-2-16 AND 6-1-14 TO ADD WASTE HAULER AND GENERATOR REQUIREMENTS

WHEREAS, Park City is committed to environmental stewardship, the preservation of its natural surroundings, and the promotion of a sustainable local economy for the benefit of residents and visitors; and

WHEREAS, the City Council finds that reducing the total amount of solid waste generated and landfilled is a matter of significant public interest, directly impacting public health, environmental quality, and the operational longevity of regional landfill facilities; and

WHEREAS, valuable materials are landfilled that can otherwise be used to create new products instead of harvesting virgin materials; and

WHEREAS, the Summit County Solid Waste Master Plan has identified that a significant portion of materials currently being sent to the landfill are recyclable or otherwise divertible, and has established goals to increase recycling rates county-wide; and

WHEREAS, the commercial business sector, including retail, hospitality, restaurant, and other service industries, is a primary generator of solid waste within Park City and presents a substantial opportunity for increased waste diversion through improved recycling and waste management practices; and

WHEREAS, a standardized approach to commercial waste management is necessary to reduce waste, and voluntary measures alone have been insufficient to capture the full potential for recycling and landfill diversion in the commercial sector; and

WHEREAS, non-standardized labeling for consumer-facing recycling bins leads to contamination and confusion. Guidelines, templates and best practices for recycling will be available from the City; and

WHEREAS, requiring commercial waste generators to create a waste plan, including proof of services with authorized haulers for both trash and recycling, is a reasonable and necessary step to ensure that all businesses actively participate in and plan for effective waste reduction and landfill diversion; and

WHEREAS, the regular reporting of waste data, including amounts hauled, is critical for the City to accurately track progress toward diversion goals, identify areas for improvement, and formulate effective waste management policies; and

WHEREAS, the implementation of a fair and consistent enforcement mechanism is a necessary component of this ordinance to address non-compliance, deter poor recycling behaviors such as contamination, and ensure that all parties subject to this ordinance are held to the same standards; and

WHEREAS, the City Council finds that the regulations set forth in this ordinance are a logical and necessary extension of the City's existing environmental programs and are vital to creating a more sustainable and resilient community.

BE IT ORDAINED BY THE CITY COUNCIL OF PARK CITY, UTAH, THAT:

Sections 4-1-1 and 4-3-1 of the Park City Code are amended and Sections 4-2-16 and 6-1-14 are enacted to read as outlined in Exhibit A. The amendments to Section 4-1-1 and Section 6-1-14 shall become effective July 1, 2026, and Section 4-2-16 and the amendments to section 4-3-1 shall become effective upon business license renewal or application starting September 1, 2026.

PASSED AND ADOPTED this 21st day of May, 2026.

PARK CITY MUNICIPAL CORPORATION

Signed by:

Ryan Dickey

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Mayor Ryan Dickey

Attest:

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Michelle Kellogg

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Michelle Kellogg, City Recorder

Approved as to form:

DocuSigned by:

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City Attorney's Office

Exhibit A

Park City Municipal Code

Title 4: Licensing

4-1-1: Definitions

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WASTE PLAN. A plan for trash and Recycling, as defined in Section 6-1-14, that includes the requirements in section 4-2-16.

WASTE GENERATOR. A business that produces waste from a physical address in Park City. Notwithstanding the foregoing, a home-based business that exclusively uses the Summit County residential curb-side service is not a Waste Generator for purposes of this Code.

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4-2-16 Waste Generator Requirements.

All Waste Generators must separate trash and Recycling for disposal and have active trash and Recycling accounts with Authorized Haulers and/or be Self-Haulers, as defined in Section 6-1-14.

- A. Waste Generators must create a Waste Plan for both trash and Recycling that includes:
 - 1. Accounts with and names of Authorized Haulers, master associations, landlords, or Self Hauler information, including information about all trash and Recycling Waste Hauling Service, as defined in 6-1-14, providers and frequency of services.
 - 2. A designated area or designated areas for trash and Recycling, that are accessible for pick up by an Authorized Hauler. All trash and Recycling shall be placed for collection in covered collection containers conforming to the requirements in Section 6-1-14.
- B. If a Waste Generator chooses to be a Self-Hauler, it must register as an Authorized Hauler pursuant to Section 6-1-14.
- C. Waste Generators must have properly labeled trash and Recycling containers.

- D. Waste Generators must ensure that trash and Recycling service agreements and Waste Plans are available on reasonable notice of two weeks for inspection by the City at the principal location of the Waste Generator during normal business hours.

4-3-1 License Application

- A. **Application With Inspection.** All Business license applications with a physical location within City limits require a passed Business License Inspection from the Building Department to ensure life safety standards, proper measurements for fee calculation, and Code compliance.
1. A Business License Inspection will only be scheduled if:
 - a. A Certificate of Occupancy has been issued by the Building Department;
 - b. A Letter of Completion has been issued by the Building Department; or
 - c. There is already an existing licensed Business occupying the space and a building permit is not required to accommodate the new Business.
 2. Applications for Business licenses shall be made in writing to ~~the Finance Manager~~ **Business Licensing** or his/her designee. Each application shall include the:
 - a. Name of the applicant and DBA, if applicable;
 - b. Location and contact information of the Business;
 - c. Date of application;
 - d. Payment of the applicable License Fee and tax, based on the information recorded on the Business License Inspection or previous Business License at that location if within the HRC or HCB Districts as defined in the Land Management Code; or estimated amount if undergoing significant construction or tenant improvements;
 - e. Name and contact information of the local Business agent who is authorized to receive service of process and any communication regarding applicant's license, if applicable;
 - f. Federal entity identification number;
 - g. State sales tax reporting number, if applicable;
 - h. Copy of the Business License Inspection report showing passed;
 - i. State contractor's license number, if applicable;
 - j. State real estate broker's license number, if applicable;

k. A Waste Generator must provide at least one of the following for both trash and Recycling:

- i. Account information with an Authorized Hauler or Authorized Haulers as defined in Section 6-1-14 and required in Section 4-2-16, including business account numbers;
- ii. A letter from a business HOA, property manager, or other collective entity that lists all Authorized Haulers serving the entity and demonstrates that the Waste Generator can use the entity's trash and/or Recycling facilities serviced by Authorized Haulers, as applicable and as defined in Section 6-1-14; or
- iii. Certification of compliance with Authorized Hauler requirements for trash and Recycling as a Self-Hauler.

l. Other information, as needed, for the purpose of guidance of the Finance Manager in issuing the license.

B. **Applications Without an Inspection.** If the Business is a Conventional Chain Business located within a Storefront Property in the HRC or HCB Districts, the applicant may apply for a Business license without an inspection only if the applicant provides a letter of intent agreement between the landlord and tenant with monetary or other proprietary terms redacted if necessary.

1. The applicant will be notified in writing within ten business days of affirmation or denial of the application.
2. Within one hundred and twenty (120) days from the day of application a signed lease or memorandum of lease must be submitted to Finance with monetary or other proprietary terms redacted if necessary or the application shall be denied.
3. The Business license application will be denied after 180 days from application unless the applicant has submitted and paid for a building permit.
4. The Business license application shall be deemed denied if it is pending more than twenty-four (24) months from application date.
5. Any denial can be appealed pursuant to Section 4-3-15.
6. Prior to the license being issued, the applicant must provide a Passed Business License Inspection report to the Finance Department. The Finance Department will recalculate the License Fees based on the final Square Footage and either issue a refund or collect additional fees and issue the License.

C. **Subsequent Changes.** Any change in the above information furnished by the applicant shall be forwarded in writing, within ten (10) days of the change, to the

Finance Manager or his/her designee. License application forms shall be prepared and kept on file by the Finance Department.

HISTORY

Repealed & Reenacted by Ord. [2017-51](#) on 10/5/2017

Amended by Ord. [2017-56](#) on 10/24/2017

Amended by Ord. [2019-17](#) on 4/18/2019

Title 6 Health; Nuisance Abatement; Noise

Chapter 1 Abatement of Garbage and Other Deleterious Material

Section 6-1-14: Authorized Hauler Requirements

A. Definitions.

1. **AUTHORIZED HAULER.** Any waste hauler who has registered and been approved by the City to provide Self-Hauler or Waste Hauling Services within City boundaries.
2. **MATERIAL RECOVERY.** The process of collecting, sorting, and reprocessing waste materials, including Recycling. It diverts waste from landfills and reduces reliance on raw resources.
3. **RECYCLING.** Any waste stream capable of being separated for material recovery and not sent to a landfill, including cardboard, glass, metals, plastic, green waste, and food waste.
4. **SELF-HAULER.** A Waste Generator, as defined in Section 4-1-1, that hauls its own trash or Recycling and does not provide Waste Hauling Services as a primary business function.
5. **WASTE HAULING SERVICES.** Businesses that collect, transport, and dispose of trash or Recycling as a primary business function.

B. Waste Hauler Authorization Requirements. Only Authorized Haulers may provide Waste Hauling Services within City boundaries. If a Waste Generator, as defined in Section 4-1-1, is a Self Hauler, it must be registered as an Authorized Hauler.

1. Authorized Haulers must:
 - a. Register with and receive approval from the Sustainability Department.
 - b. Deliver materials that have been separated for Recycling to facilities that divert more than fifty percent, by weight, of incoming material from a landfill.
 - c. Maintain copies of service agreements or receipts that show proper delivery of diverted items to appropriate facilities. Such documents must be available for inspection by the City at the Authorized Hauler's place of business during normal business hours and must be maintained for not less than three years.
 - d. Collect trash and Recycling from customers within the City in a timely manner that maintains a clean environment.
 - e. Provide containers and collection methods for trash and Recycling, as applicable, that comply with Park City Code Chapter 6-1 and Summit County health regulations.
 - f. Provide appropriate signage for all containers that clearly identifies which containers are serviced by the Authorized Hauler and what materials go

in each container. Signage shall be aligned with City guidance to promote best practices for reducing contamination and improving diversion rates.

- g. Provide annual reports for the preceding calendar year by March 1 to the Sustainability Department identifying, at a minimum, the following information:

(1) The total monthly volumes or weights of trash and Recycling hauled during the previous year, the names and locations of the facilities where the materials were hauled to, and the percentage of total material received by the Recycling facilities reported to be diverted from a solid waste landfill or incinerator.

(2) Information about noncompliance by Waste Generators, including contamination and approximate amount of material disposed of as refuse because of contamination.

2. Upon request, Authorized Haulers shall provide to the City a list of names and addresses of customers and services provided and any additional information required to determine compliance with this Chapter and to calculate waste diversion data for Park City.
3. Authorized Haulers may assess a contamination fee to businesses it hauls for if contamination becomes an issue that causes sorted materials to be taken to the landfill.
4. Failure to comply with any of these requirements may lead to revocation of Authorized Hauler status. Past non-compliance will be grounds for denial of Authorized Hauler status.

C. **Enforcement.** The Chief Building Official or their designee(s) shall have the primary responsibility for enforcement of this Section. If the Chief Building Official determines that a violation of this Section has occurred, they shall issue a written warning to the Authorized Hauler that a violation has occurred. Subsequent violations of this Section shall be subject to a civil fee of five hundred dollars.