



Summit County Community Planning Lab: Spring 2026

WHEN: February 23 to April 27, 2026; 6:00 to 8:30 pm
May 4: Final Presentations 6:00 - 8:00 pm (arrive by 5:45pm)

WHERE: **Classes from February 23 to April 6** will be held at the **Ledges Event Center**, 202 Park Road, Coalville, in the Conference Room.
Classes from April 13 to May 4 will be held at the **Sheldon Richins Building**, 1885 W Ute Blvd, Park City, in the Large Auditorium.

CONTACT: Mustapha Osman: mosman@summitcountyutah.gov 435-336-3158
Elizabeth Williams: ewilliams@summitcountyutah.gov 435-336-0157

Webpage: www.summitcounty.org/cplclassroom

The Community Planning Lab is a course designed for Summit County residents, community leaders, business owners, and other community stakeholders who want to be more engaged in and better understand the processes that drive local planning and land use policy decisions. The course aims to empower community members to be more involved in shaping the future of Summit County.

The course will begin by reviewing planning history, including the impacts of planning policy in and around Summit County. We will then cover a core curriculum including zoning, public processes and how to make an impact, urban design principles, transportation, affordable housing, sustainable development, and finance.

By the end of the course, participants will better understand civic processes, feel more confident in getting involved in those processes, and be prepared to help to shape the future of their own communities and Summit County as a whole.

Required activities for the course include: (1) in-class presentations by experts from the planning field; (2) in-class activities & pre-class readings; (3) virtual or in person attendance at Snyderville Basin PC, Eastern Summit County PC, and County Council meeting; (4) a final project.

The syllabus is subject to change. The most up to date version of the syllabus will be available online at <https://www.summitcounty.org/2329/Community-Planning-Lab-Classroom>.

Summit County Community Planning Lab Class Schedule

HOMEWORK Assignments prior to February 23

READ:	Chapter 1 Planning Made Easy
	History of Urban Development
	Planning Terms Glossary

Week 1- February 23: Welcome & Introduction to Planning

Location: Ledges Event Center (202 Park Road, Coalville)

Learning Objectives: Participants will be able to...

- Understand how people's use of land and buildings impacts the built and natural environment.
- Discuss ideas of foundational planning theories such as Incrementalism, Advocacy Planning, and Rational Comprehensive Planning.
- Create their own definition of planning.
- Understand the forces that shape cities and communities, in part by identifying local Summit County planning structures.
- Articulate the importance of planning.

HOMEWORK Assignments for March 2:

READ:	Housing Affordability: What Are Best Practices and Why Are They Important?
	Blog: Reflections on Affordability in Utah's Housing Market
REVIEW:	Summit County Moderate Income Housing Plan slides
	Summit County AMI Income Limits

Week 2- March 2: Housing Affordability & Growth Planning

Location: Ledges Event Center (202 Park Road, Coalville)

Learning Objectives: Participants will be able to...

- Define housing terms (affordable, attainable, moderate income, etc.)
- Understand the basics of Utah's Moderate Income Housing requirement.
- Identify examples of affordable housing in Summit County.
- Analyze how other communities are coping with similar housing issues and accommodating growth through diverse housing types.
- Identify meaningful ways to get involved in planning for housing options.

HOMEWORK Assignments for March 9:

DO:	Use the “Agenda Center” on the Summit County website to identify when each of the following meet: <ul style="list-style-type: none"> ○ Snyderville Basin Planning Commission ○ Eastern Summit County Planning Commission ○ County Council ○ One Special Service or Special Recreation
REVIEW:	Summit County Sustainable Tourism Plan 2022
	Rail Trail Corridor Plan
	GNAR Report Highlights
	Rural Gentrification and the Spillover Effect

Week 3- March 9: Gateway Communities, Recreation, Open Space Planning

Location: Ledges Event Center (202 Park Road, Coalville)

Learning Objectives: Participants will be able to...

- Identify the elements of a Gateway and Natural Resource Area
- Identify elements of the tourism economy and its impact on local communities.
- Understand strategies for open space preservation and their impact on the community.

HOMEWORK Assignments for March 16:

REVIEW:	Utah’s Unified Transportation Plan
	Summit County’s Long Range Transportation Plan
	Utah’s Transportation Vision
Optional, but highly recommended:	A Citizen’s Guide to Better Streets A Resident’s Guide for Creating Safer Communities for Walking and Biking Look ahead to the Placecheck assignment due March 30

Week 4- March 16: Transportation Planning

Location: Ledges Event Center (202 Park Road, Coalville)

Learning Objectives: Participants will be able to...

- Define transportation planning.
- Explain the connection between transportation and land use.
- Articulate the importance of each mode of transportation and how they work together for an effective system.

- Describe the relationship between Summit County and various transportation stakeholders.
- Know how to participate in shaping the future of transportation in Summit County.

HOMEWORK Assignments for March 23:

WATCH:	Great footage of Bad Public Meetings
DO:	3-2-1 Reflection <ol style="list-style-type: none"> 3 things you noticed 2 things that surprised you 1 question you still have
READ:	Chapter 3: Ground Rules
	Summit County Community Engagement Handbook

Week 5- March 23: How to Make an Impact: Public Hearings and Meaningful Engagement

Location: Ledges Event Center (202 Park Road, Coalville)

Learning Objectives: Participants will be able to...

- Participate and meaningfully engage in public hearings, public meetings, and other engagement opportunities.
- Understand the policies of public noticing in Summit County and Utah.
- Articulate what happens at different public meetings (ex. Planning Commission vs City/County Council).
- Identify the distinctions between administrative, legislative, and quasi-judicial processes.
- Identify the legal structures behind decision making.

HOMEWORK Assignments for March 30:

DO:	Complete the Placecheck survey (<u>Parts A and B at minimum</u>).
READ:	Urban Design Goals
	Tactical Urbanism in Rural Utah
WATCH:	The Ghastly Tragedy of the Suburbs Ted Talk
Optional:	Essential Smart Growth Fixes for Rural Planning, Zoning, and Development Codes
PROJECT WORK:	Research final project ideas using ideas linked here: Final-Presentation-Considerations . Send your final project idea to Mustapha or Elizabeth by Monday, April 13 by 9:00am.

Week 6 – March 30: Urban Design

Location: Ledges Event Center (202 Park Road, Coalville)

Learning Objectives: Participants will be able to...

- Define Urban Design.
- Understand how our built environments impact our lives.
- Describe design elements that contribute to community cohesion.
- Identify areas within Summit County that may benefit from Urban Design thinking.

HOMEWORK Assignments for April 6:

READ:	Ground Rules Chapter 1
	Ground Rules Chapter 2
	Planning Made Easy Chapter 2
	How should Utah grow - when many don't want to?
Optional:	Find a planning issue in the local or regional news. Bring the article to class and be ready to share about it.
PROJECT WORK:	Research final project ideas using the outline linked here: Final-Presentation-Considerations Send your final project idea to Mustapha or Elizabeth by Monday, April 13 by 9:00am.

Week 7– April 6: Planning & Zoning

Location: Ledges Event Center (202 Park Road, Coalville)

Learning Objectives: Participants will be able to...

- Articulate the basic impacts of land use and zoning decisions
- Identify the difference between planning and zoning
- Identify various types of plans and state what plans have been implemented locally, regionally, etc.
- Identify different types of decision-making processes and how best to Participate in different processes.

HOMEWORK Assignments for April 13:

READ:	Urban Sprawl, Smart Growth, and Deliberative Democracy
	Sustainability from an Indigenous Perspective
	Growing Cooler Chapter 1
	Planning and Land Use
Optional:	Planners are Unique Stewards of the Climate

PROJECT WORK:

Research final project ideas using the outline linked here: [Final-Presentation-Considerations](#)
 Send your final project idea to Mustapha or Elizabeth by Monday, April 13 by 9:00am.

Week 8 – April 13: Sustainable Development

Location: Richins Building Auditorium (1885 W Ute Blvd, Park City)

Learning Objectives: Participants will be able to...

- Define sustainability and sustainable development.
- Articulate the interconnections between sustainable development and public health.
- Analyze the impact of land use decisions and planning processes on sustainability.
- Understand risks Summit County faces in relation to climate change and how those risks are influenced by land use decisions.
- Practice applying tools to integrate a sustainability lens into decision making.

HOMEWORK Assignments for April 20:**READ:**

[What is Property Tax?](#)

[What is Sales Tax?](#)

[What is an impact fee?](#)

[Background to Budgets slide deck from the ULCT](#)

[The State of Utah’s Travel & Tourism Industry 2022 Report from Gardner Institute](#)

PROJECT WORK:

Begin working on posters or slideshow presentations for Final Project

Week 9- April 20: Implementing Community Strategies

Location: Richins Building Auditorium (1885 W Ute Blvd, Park City)

Learning Objectives: Participants will be able to...

- Explore the impact of planning on regional economics.
- Identify various revenue streams for financing community projects.
- Explain how financial decisions are made at the state, county, and local community level.
- Understand the basic structure of state and county level taxes.

HOMEWORK Assignments for April 27:**BRING TO CLASS:**

Completed “Meeting Observations”

JOT DOWN:	Questions to ask the panel members! Panelists will include a representative from the County Council, Planning Commissions, Planning Department, Engineering Department, County Manager's Office, and more!
READ:	Growing Cooler Chapter 9
	As the Great Salt Lake Dries Up, Utah Faces an 'Environmental Nuclear Bomb'
PROJECT WORK:	Continue working on posters or slideshow presentations for Final Project

Week 10- April 27: Wrap Up and Panel Discussion

Location: Richins Building Auditorium (1885 W Ute Blvd, Park City)

BRING: Questions to ask the panel members!

Learning Objectives: Participants will be able to...

- Analyze how planning processes are interconnected.
- Identify opportunities for engaging in the current and future planning of Summit County.

FINAL PRESENTATIONS – May 4

Location: Richins Building Auditorium (1885 W Ute Blvd, Park City)

Time: 6:00 – 8:00pm; Arrive by 5:45pm

Final Projects:

What planning related improvements would you like to see made in your community? The purpose of the final project is to learn more about a planning related topic of your choice and about how to influence the future of your community.

Here are the basic steps:

- Identify an area of interest or concern
- Gather information about that subject
- Discover where decisions about that subject are made, who is responsible, and how decisions are made
- Develop effective methods to communicate your idea to the community and decision-makers
- Facilitate a connection between yourself and the decision-maker(s)

Examples of final projects can be seen in classes 6 and 7 of the Wasatch Transportation Academy: <https://www.youtube.com/@wasatchtransportationacade1325/videos>.

Further details can be found here: <https://www.summitcounty.org/2329/Community-Planning-Lab-Classroom>

Meeting Observations:

Prior to class on Monday, April 27, please attend a meeting of each of the following for at least the beginning and one agenda item. It may be useful to attend both in person and virtual meetings so that you can identify the differences, benefits, and challenges.

- County Council
- Eastern Summit County Planning Commission
- Snyderville Basin Planning Commission
- Special Service or Special Recreation District, or Board or Commission of your choice

Complete the following for each meeting:

1. Name of commission or council
2. Date of meeting
3. Start time of meeting and time you joined the meeting
4. Agenda item(s) you watched
5. Did you read the staff report for this agenda item beforehand?
6. Complete a 3-2-1 reflection
 - a. 3 things you noticed
 - b. 2 things that surprised you
 - c. 1 question you still have

After attending all four meetings, complete the following reflection questions:

1. Which meeting was the easiest for you to understand and, if so inclined, participate in? Why?
2. From what you observed, what are two effective ways to get involved in public processes and decision making?
3. What could be improved about public meetings in Summit County? Please be specific and, when possible, cite examples of what you observed.

Submit your reflections online at the link found at the bottom right corner titled "Meeting Observations:" <https://www.summitcountyutah.gov/2329/Community-Planning-Lab-Classroom> by Monday, April 27 by 12:00 pm.