



**BLUFFDALE HISTORIC PRESERVATION COMMISSION
MEETING AGENDA**

April 11, 2019

Notice is hereby given that the Bluffdale City Historic Preservation Commission will hold a public meeting **Thursday April 11, 2019 at 6:30 PM** at the Bluffdale City Hall located at **2222 West 14400 South**. Notice is further given that access to this meeting by members of the Historic Preservation Commission may be by electronic means via telephonic conference call. The agenda for this meeting is listed below. Please note that the meeting start time is approximate and subject to change.

HISTORIC PRESERVATION COMMISSION BUSINESS MEETING 6:30 PM

1. Invocation* and Pledge of Allegiance*.
2. Approval of March 14, 2019 Meeting Minutes.

Discussion Items

3. Discussion of potential project to obtain a display case for historic artifacts.
4. Discussion of Commissioners' status updates on historic sites.
5. Discussion of Historic Preservation Commission ordinance.
6. Historic Preservation Commission Business (planning session for upcoming items, follow up, etc.).
7. Adjournment.

Dated: April 3, 2019

Caitlyn Miller, AICP
Senior Planner, City of Bluffdale

In compliance with the American Disabilities Act, individuals needing assistance or other services or accommodation for this meeting should contact Bluffdale City at least 24 hours in advance of this meeting at (801)-254-2200. TTY 7-1-1.

*Contact Caitlyn Miller at (801)-254-2200*422 if you desire to give the Invocation or Pledge of Allegiance.

Minutes

BLUFFDALE CITY HISTORIC PRESERVATION
COMMISSION MEETING MINUTES
Thursday, March 14, 2019

1 **Present:** **Mark Hales, Chair**
2 **Robin Thraen, Vice-Chair (arrived 6:43 p.m.)**
3 **Arlene Parry**
4 **John Roberts**
5 **Mel Spencer**
6 **Sheila Spencer**

7
8 **Staff:** **Caitlyn Miller, Senior City Planner**
9

10 **Others:** **Andrea Hales, Secretary (via telephone)**
11

12 **HISTORIC PRESERVATION COMMISSION BUSINESS MEETING**
13

14 Chair Mark Hales called the meeting to order at approximately 6:36 p.m.
15

16 **1. Invocation and Pledge of Allegiance.**
17

18 Mark Hales offered the Invocation. Arlene Parry led the Pledge.
19

20 **2. Administration of the Oath of Office.**
21

22 Ms. Miller reported that the members of the Historic Preservation Commission are appointed
23 representatives of a public body and as such are required to take the Oath of Office. Ms. Miller
24 administered the Oath of Office and notarized the written Oaths of Office for the members
25 who were present in the meeting. Ms. Miller noted the members of the Historic Preservation
26 Commission who were not in attendance would need to appear in person and take the Oath
27 of Office.
28

29 **3. Open and Public Meetings Act Training.**
30

31 Ms. Miller provided the annual Open and Public Meetings Act Training for the members of the
32 Historic Preservation as required by State Law. There were no questions or discussion
33 following the training.
34

35 **4. Approval of Minutes from the January 10, 2019 Meeting.**
36

37 Mark Hales asked if the members had the opportunity to review the minutes from the January
38 10, 2019 meeting and if anyone had questions or revisions. Mel Spencer noted he would
39 prefer to be provided a hard copy of the meeting minutes. It was noted physical copies of the
40 minutes and agenda items would be mailed to Mr. Spencer for his review. John Roberts made

DRAFT – FOR DISCUSSION PURPOSES ONLY

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1 a motion to approve the minutes of the January 10, 2019 meeting as discussed. Robin Thraen
2 seconded the motion. **(Mel Spencer – Aye, Sheila Spencer – Aye, Arlene Parry – Aye, Mark**
3 **Hales – Aye, John Roberts – Aye, Robin Thraen – Aye)**. The motion passed unanimously.
4

5 **DISCUSSION ITEMS**
6

7 Chair Hales asked the members of the Commission if they had any items they wished to
8 follow up on from previous meetings. Robin Thraen noted the Historic Preservation
9 Commission ordinance amendments had been postponed for the past few meetings and
10 noted she would like to set aside some time at the next meeting to review those changes.
11 Mark Hales concurred and stated his wife, Andrea Hales, had been reviewing the proposed
12 amendments and also had some notes. He called her via telephone at 7:02 p.m. to confirm
13 her interest in including the ordinance on the upcoming agenda.
14

15 Mark Hales noted the Commission had opted to not apply for Certified Local Government
16 (CLG) funding for this particular grant cycle through the Utah SHPO. He reiterated some of the
17 projects the Commission had been interested in pursuing which were considered ineligible
18 for funding by the SHPO. Mr. Hales inquired if the Commission still considered procuring and
19 setting up a display case for historic artifacts as a good potential project. The Commission
20 responded in a resounding affirmative. Mark Hales asked Mrs. Miller if the display case was
21 something the Commission could simply purchase or if it would have to be sent out for bid.
22 Mrs. Miller responded that she was unsure but would follow up with the City Attorney to see if
23 that was something the Commission would need to do. Mark Hales confirmed the
24 Commission would include a discussion of the display case on their next agenda. Mark Hales
25 mentioned the display case could be a potential Eagle Scout project. Robin Thraen said the
26 Bluffdale Youth Council could also participate. Arlene Parry mentioned if the display case is to
27 be built by Eagle Scouts that the Commission ought to ensure they are supervised.
28

29 Sheila Spencer asked what objectives the Historic Preservation Commission had. She felt the
30 Commission had lacked direction in the past and hoped to establish goals. Mark Hales asked
31 her to describe what her goals were for the Commission. Mrs. Spencer stated she felt the goal
32 of the Commission should be to preserve the historic homes in Bluffdale. She stated the city is
33 losing more of them every year. She noted she would like to see the home of Commissioner
34 Ross Jones preserved. Mrs. Spencer inquired as to whether or not the city provides plaques
35 similar to those given by the State Historic Preservation Office for historic sites within the city.
36 Mrs. Miller responded that that was a recommendation the Commission could make to the
37 City Council in honoring historic sites and structures. Robin Thraen stated to her knowledge
38 there are three levels of preservation; local, state and federal. She mentioned listing a
39 building to either Bluffdale's historic sites list or landmarks register would be easier than
40 trying to list a site or building at the federal level. Mrs. Miller confirmed the criteria to list a site

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1 or structure to the National Register of Historic Places was very rigorous. Mr. Hales elaborated
2 on the distinction between the sites list and the landmarks register. He mentioned the
3 possibility of the Commission listing eligible buildings on the city's historic sites list and
4 making a recommendation to the City Council that the same properties to be listed to the
5 city's historic landmarks register. Robin Thraen noted she would like to see the old school
6 house preserved as well.

7
8 Mel Spencer inquired as to the age a building or site must be to be considered historic or
9 eligible for preservation. Mrs. Miller responded that the general rule is that a place must be at
10 least 50 years old. She stated on rare occasions buildings or sites at which significant historic
11 events had taken place are designated and recognized even if they are a little younger than 50
12 years, but typically buildings won't be considered unless they are at least that age. She
13 mentioned for a property to be considered historic in 2019 it would have had to be
14 constructed or established in 1969 or earlier. Robin Thraen said perhaps the Commission
15 ought to consider raising the minimum age for designation in the ordinance from 50 years to
16 70 or 75 years. Mark Hales stated he didn't see a real benefit to making that change.

17
18 Arlene Parry mentioned there were a series of suggestions listed in the last survey of historic
19 structures which proposed methods to preserve historic sites and buildings in the city. She
20 inquired if any of those suggestions had been put in to practice and, if they had, if they had
21 been found successful. Mrs. Miller responded to her knowledge none of the suggestions from
22 the prior survey had been put into practice. Robin Thraen stated she had looked at the
23 spreadsheet of historic buildings Mrs. Miller had obtained from the SHPO and sent out to the
24 Commission. Mrs. Thraen said she had looked at a few of the properties on Google Earth and
25 saw they were still standing. She suggested the Commission divvy up the remaining
26 properties on the spreadsheet to see if they were still there and begin documenting the ones
27 which have not been demolished.

28
29 John Roberts said the Commission ought to make an effort to document and photograph the
30 old electrical building that served the Bamberger Railroad and which currently sits on the site
31 of the entitled Bringham Station project. He stated he would be willing to travel out to the
32 site on behalf of the Commission to take those photograph. Mark Hales asked Mrs. Miller to
33 divide up the properties on the spreadsheet and distribute them to the members of the
34 Commission for them to follow up on. He stated each member could make a presentation of
35 the properties they checked on and the ones which they felt were eligible to be listed on the
36 city historic sites list at an upcoming meeting. Mr. Hales continued that he felt the
37 Commission had done a very good job of setting goals for itself and that they were moving in
38 a good direction. The Commission collectively agreed.

39

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COMMISSION MEETING MINUTES

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1 Mark Hales asked if any of the members of the Commission had any other items for
2 discussion. No further discussion items were brought up.

3

4 **Adjournment.**

5

6 The meeting adjourned at **7:23 p.m.** The next meeting was set for **April 11, 2019.**

Item 3

Item 4

Commissioner	Address	Structure Type	Status	SHPO ID#
Andrea Hales	14747 South 1690 West	Home; Crosswing	Eligible Contributing	57913
	1630 West 14600 South	Home; Hall-Parlor	Eligible Contributing	58070
	1635 West 14600 South	Home; Bungalow	Eligible Significant	57590
	1660 West 14600 South	Home; Crosswing	Eligible Contributing	61003
Mark Hales	1329 West 14600 South	Home; Bungalow	Eligible Significant	57591
	14800 South 1300 West	Home; Hall-Parlor	Eligible Significant	57687
	15500 South 1300 West	Home; WWII-Era Cottage	Eligible Significant	61154
Ross Jones	1342 West 14550 South	Agricultural Outbuilding	Eligible Significant	79942
	1342 West 14550 South	Home; Hall-Parlor	Eligible Significant	57851
	1386 West 14600 South	Home; Period Revival English Cottage	Eligible Significant	65825
	1400 West 14600 South	Home; Crosswing	Eligible Significant	57505
	1436 West 14600 South	Home; Hall-Parlor	Eligible Significant	63274
Kory Luker	1835 West 13800 South	Home; WWII-Era Cottage	Eligible Contributing	129102
	1965 West 13800 South	Home; Ranch with Carport	Eligible Contributing	129105
	1981 West 13800 South	Home; Ranch with Carport	Eligible Contributing	129106
	2001 West 13800 South	Home; Cape Cod	Eligible Contributing	129107
Arlene Parry	13836 South 2200 West	Home; WWII-Era Cottage	Eligible Contributing	60020
	13845 South 2200 West	Home; Split Entry with Garage	Eligible Contributing	129110
	13876 South 2200 West	Home; Bungalow	Eligible Contributing	57852
	14036 South 2200 West	Home; Early 20th Century, Other	Eligible Significant	62449
Rhonda Pilcher	(!) 13906 South Redwood Road	Home; Ranch	Eligible Contributing	41643
	14024 South Redwood Road	Home; Early 20th Century, Other	Eligible Contributing	61156
	14166 South Redwood Road	Home; Bungalow	Eligible Contributing	59752
	14012 South Redwood Road	Home; Victorian Eclectic/Victorian Gothic	Eligible Significant	60258
John Roberts	(!) 16351 South Camp Williams Road	Mechanical Building	Eligible Contributing	23578
	14160 South 3600 West	Home; Bungalow	Eligible Contributing	58046
	14424 South 2200 West	Home; Bungalow	Eligible Significant	61399
	14424 South 2200 West	Garage; Early 20th Century	Eligible Significant	59785
Mel Spencer	14288 South 2200 West	Granary; Victorian, Other	Eligible Significant	118883
	14288 South 2200 West	Home; Period Revival English Cottage	Eligible Significant	63425
Sheila Spencer	14460 South 2200 West	Home; Bungalow	Eligible Contributing	61398
	14505 South 2200 West	Home; Bungalow	Eligible Contributing	57592
Robin Thraen	14402 South 1690 West/1700 West	Commercial; Temple Front - Grocery Store	Eligible Contributing	119565
	14381 South 1700 West	Home; Period Revival English Tudor	Eligible Significant	82943
	14570 South 1700 West	Home; Crosswing, Victorian Queen Anne	Eligible Significant	58714

Item 5

Chapter 2

HISTORIC PRESERVATION COMMISSION

2-2-1: PURPOSE:

2-2-2: COMMISSION ESTABLISHED; MEMBERSHIP:

2-2-3: COMMISSION DUTIES:

2-2-4: HISTORIC SITES LIST:

2-2-5: HISTORIC LANDMARK REGISTER:

2-2-6: STANDARDS FOR REHABILITATION:

2-2-1: PURPOSE:

The city recognizes that the historical heritage of the community is among its most valued and important assets. It is therefore the intent of the city to identify, preserve, protect and enhance historic areas and sites lying within the city limits. (~~Ord. 9-14-93-3, 9-14-1993~~)

2-2-2: COMMISSION ESTABLISHED; MEMBERSHIP:

A historic preservation commission is hereby established by the city with the following provisions:

- A. Membership; Terms: The commission shall consist of a minimum of five (5) members with a demonstrated interest, competence or knowledge in historic preservation, appointed by the Mayor with the advice and consent of the Ceity Ceouncil for terms of ~~not less than~~ two (2) years. The Mayor may remove any member of the historic preservation commission at any time and for any reason with the advice and consent of the City Council.
- B. Qualifications: To the extent available in the community, ~~at least one two~~ (2~~1~~) commission members ~~shall~~ should be a professionals, as defined by national park service regulations, from the disciplines of history, archaeology, planning, architecture or architectural history.
- C. Meetings: The commission shall meet ~~at least twice each year~~ as needed and conduct business in accordance with the open public meeting laws of the state. This includes public notification of meeting place, time and agenda items.
- D. Minutes: Written minutes of each commission meeting shall be prepared and made available for public inspection. (~~Ord. 9-14-93-3, 9-14-1993~~)

2-2-3: COMMISSION DUTIES:

The historic preservation commission shall have the following duties:

~~A. Survey And Inventory Community Historic Resources: The historic preservation commission shall conduct or cause to be conducted a survey of the historic, architectural and archaeological resources within the community. The survey shall be compatible with the Utah inventory of historic and archaeological sites. Survey and inventory documents shall be maintained and shall be open to the public. The survey shall be updated at least every ten (10) years.~~

~~B. Review Proposed Nominations To National Register: The historic preservation commission shall review and comment to the state historic preservation officer on all proposed national registry nominations for properties within the boundaries of the city. When the historic preservation commission considers a national register nomination which is normally evaluated by professionals in a specific discipline and that discipline is not represented on the commission, the commission shall seek expertise in that area before rendering its decision.~~

~~C. Advice And Information:~~

- ~~1. The historic preservation commission shall act in an advisory role to other officials and departments of government regarding the identification and protection of local historic and archaeological resources.~~
- ~~2. The historic preservation commission shall work toward the continuing education of citizens regarding historic preservation and community history. (Ord. 9-14-93-3, 9-14-1993)~~

~~D. Enforcement Of State Historic Preservation Laws: The commission shall support the enforcement of all state laws relating to historic preservation. (Ord. 9-14-93-3, 9-14-1993; amd. 2013 Code)~~

A. Advise the City Council and other interested parties in the community on matters related to historic preservation and community history.

B. Coordinate with other city entities and community organizations related to the community's history and cultural affairs.

C. Conduct, or cause to be conducted, surveys of local historic properties in compliance with standards set by the Utah State Historic Preservation Office.

D. Maintain an inventory of surveyed historic properties in a publicly accessible location.

E. Promote and conduct educational and interpretive programs related to the community's history and historic properties.

F. Review and approve or deny nominations for designation to the city's historic sites list.

G. Review and comment to the City Council on all nominations of properties to the city's historic landmark register.

H. Review and comment to the Utah State Historic Preservation Office regarding all National Register nominations of properties within the municipal boundary.

I. Apply for and administer grants and other financial aid for historic preservation and community history-related projects in the city.

2-2-4: HISTORIC SITES LIST:

The historic preservation commission may designate historic properties to the historic sites list as a means of providing recognition to and encouraging the preservation of historic properties in the community.

A. Criteria For Designating: Any district, building, structure, object or site may be designated to the historic sites list if it meets all the criteria outlined below:

1. Location: It is located within the official boundaries of the city.
2. Age: It is at least fifty (50) years old.
3. Historic Integrity: The site retains its historic integrity.
 - a. ~~It retains its historic integrity.~~ For the purposes of this chapter the term historic integrity shall be interpreted as in that there are no major alterations or additions that have obscured or destroyed the significant historic features of the building or site. Major alterations that would destroy the historic integrity include, ~~but are not limited to,~~ changes in pitch of the main roof, enlargement or enclosure of windows on the principal facades, addition of upper stories or the removal of original upper stories, covering the exterior walls with nonhistoric materials, moving the resource from its original location to one that is dissimilar to the original form and appearance of the house when viewed from the public way.
 - b. If the property does not meet the integrity requirements outlined in subsection A3a of this section, it may still qualify for designation if it meets at least one of the following requirements for exceptional significance:
 - (1) It is directly associated with events of historic significance in the community; or-
 - (2) It is closely associated with the lives of persons who were of historic importance to the community; or-
 - (3) ~~Exhibits~~ It exhibits significant methods of construction or materials that were used within the historic period.
4. Documentation: It has been documented according to the Utah ~~state~~ State ~~historic~~ Historic ~~preservation~~ Preservation ~~office~~ Office standards for intensive level surveys (~~October 1991 version or subsequent revisions~~) and ~~copies of that documentation have been placed in the local and state~~

historic preservation files.

B. Designation Procedures: Any person, group or governmental agency may nominate a property for listing in the city historic sites list. The nomination and listing procedures are as follows:

1. Completed intensive level survey documentation in accordance with the requirements of the Utah State Historic Preservation Office for each nominated property must be submitted ~~in duplicate~~ to the historic preservation commission.
2. The commission will review and consider ~~properly submitted~~ nominations at its next ~~scheduled~~ meeting. The commission will ~~notify~~ provide a courtesy notice to the nominating party, ~~either orally or in writing, one week~~ ten (10) calendar days prior to the meeting that the nomination will be considered, ~~and will place that item on the agenda posted for the meeting. The one week notification may be waived at the nominating party's option in order to accommodate "last minute" submittals, though no nomination will be reviewed if it is submitted to the commission less than forty eight (48) hours prior to the meeting.~~
3. The historic preservation commission will review the documentation for completeness, accuracy and compliance with the criteria for designating historic properties to the city historic sites list and will make its decision accordingly.

C. Results Of Designation; Certificate; Altering, Demolishing Site:

1. Owners of officially designated historic sites may obtain a historic site certificate from the historic preservation commission. The certificate contains the historic name of the property, the date of designation, and signatures of the ~~mayor~~ Mayor and the historic preservation commission chairperson.
2. If a historic site is to be demolished or extensively altered, efforts will be made to document its physical appearance before that action takes place.
 - a. ~~The city will delay issuing a demolition permit for a maximum of one week and will notify a member of the historic preservation commission, which will take responsibility for the documentation.~~
 - ba. Documentation ~~will~~ should include, ~~at minimum,~~ exterior photographs (both black and white and color ~~slides~~) of all elevations of the historic building. When possible, both exterior and interior measurements of the building ~~will~~ should be made in order to provide an accurate floor plan drawing of the building.
 - c. ~~The demolition permit will be issued after one week of the initial application whether or not the commission has documented the building. The permit may be issued earlier if the commission completes its documentation before the one week deadline.~~
 - d. The documentation will be kept in the commission's historic site files, which are open to the public.

D. Removal Of Properties from List: Properties which, ~~in the opinion of the historic preservation~~

~~commission, are determined by the commission to~~ no longer meet the criteria for eligibility may be removed from the historic sites list after review and consideration by the ~~committee~~commission. ~~(Ord. 9-14-93 3, 9-14-1993)~~ The commission will provide a courtesy notice to the owner of the property of the meeting date and time at which the property's removal from the historic sites list will be considered no later than ten (10) calendar days prior to the scheduled meeting. Findings for removal shall be made on the record. The property owner(s) may have their property removed from the city's historic sites list by submitting a written request to the historic preservation commission.

2-2-5: HISTORIC LANDMARK REGISTER:

Significant historic properties may be designated to the historic landmark register for the purposes of recognizing their significance and providing incentives and guidelines for their preservation.

A. Criteria For Designating: Any district, building, structure, object or site may be designated to the historic landmark register if it meets all the criteria outlined below:

1. It is located within the official boundaries of the city.
2. It is currently listed ~~in-on~~ the ~~national~~National register ~~Register of historic~~Historic places ~~Places~~, or it has been ~~official~~determined eligible for listing ~~by the commission~~ ~~in the national register of historic places~~under the provisions of 36 CFR 60.6(s). Properties listed on or determined eligible for the ~~national~~National register ~~Register~~ must, in addition to retaining their integrity, meet at least one of the following ~~national register~~criteria:
 - a. ~~Associated~~Be associated with events that have made a significant contribution to the broad patterns of our history; or
 - b. ~~Associated~~Be associated with the lives of persons significant in our past; or
 - c. Embody the distinctive characteristics of a type, period or method of construction, or that represent the work of a master, or that possess high artistic values, or that represent a significant and distinguishable entity whose components may lack individual distinction; or
 - d. Have yielded, or ~~may~~be likely to yield, information important in prehistory or history (archeological sites, for example).
3. The owner(s) of the property approves of the action to designate ~~his/her~~their property to the historic landmark register and has submitted to the commission a written statement to that effect.

B. Designation Procedures:

1. Official designation proceedings must begin with the submittal of a ~~written request~~n application for designation by the property owner to the commission chairperson. This application shall include completed intensive level survey documentation in accordance with the requirements of the Utah

State Historic Preservation Office. The ~~letter~~ documentation must identify the property by its address and historic name, give the date the property was listed in the national register or officially determined eligible, and include a statement verifying that the property owner is indeed the owner of legal record of the property proposed for designation. This official request may be preceded by informal contacts with the property owner by commission members, private citizens, local officials or others regarding designation of the property.

~~2. Upon receipt of the written request for designation, the commission chairperson shall arrange for the nomination to be considered at the next commission meeting, which shall be held at a time not to exceed thirty (30) days from the date the request was received. The commission will review and consider nominations at its next meeting. The commission will provide a courtesy notice to the nominating party ten (10) calendar days prior to the meeting that the nomination will be considered. The commission will forward a recommendation to the City Council for final designation on the city historic landmark register.~~

~~3. a. The decision recommendation by the commission shall be based on the eligibility of the property in terms of meeting the criteria for designating properties to the city historic landmark register. The commission shall forward its recommendation in writing to the ~~city~~ City council ~~Council~~ within fourteen (14) days.~~

~~4. Upon receiving a recommendation from the commission, t~~ The city ~~City council~~ Council may, by approval and passage of an appropriate resolution, designate properties to the city historic landmark register. Following designation, a notice of such shall be mailed to the owner(s) of record, together with a copy of this chapter.

C. Notification And Recording Of Designation: When historic properties have been officially designated to the city historic landmark register by the ~~city~~ City council ~~Council~~, the commission shall promptly notify the owner(s) of ~~those properties~~ the designated properties. The ~~commission city~~ shall record the historic landmark register status designation with the county recorder's office.

D. Results Of Designation:

~~1. Properties designated to the historic landmark register may receive special consideration in the granting of zoning variances or conditional use permits in order to encourage their preservation. (Ord. 9-14-93-3, 9-14-1993)~~

~~2. In the event of rehabilitation of the property, local building officials will consider waiving certain code requirements in accordance with the international building code, which deals with historic buildings. (Ord. 9-14-93-3, 9-14-1993; amd. 2013 Code)~~

~~3~~ 1. Owners of a historic landmarks ~~landmark~~ may seek assistance from the historic preservation commission in applying for grants or tax credits for rehabilitating their properties.

~~4~~ 2. Proposed repairs, alterations or additions to buildings listed on the historic landmarks ~~landmark register~~ are subject to the review and approval comment of the historic preservation commission ~~and the subsequent review and approval of the city council~~. The purpose of this review is to ensure

encourage the preservation of historic materials and features to the greatest degree possible.

- a. Applications for permits pertaining to historic landmark properties shall be submitted to the historic preservation commission for its review prior to submittal to the building department, forwarded by the building inspector to the historic preservation commission prior to their issuance.
- b. ~~At its next scheduled meeting~~ The commission shall hold a meeting to review the proposed repairs, alterations or additions within thirty (30) calendar days of receiving the proposal; ~~The commission shall review the applications and proposed work for compliance with the secretary of the interior's standard for rehabilitation, hereafter referred to as the "standards".~~ Copies of the commission's comments shall be sent to the building official and the property owner.
- c. ~~The commission's recommendation shall be forwarded within three (3) days to the city council for its consideration. The recommendation must indicate which of the standards the commission's decision was based on and, where appropriate, a brief explanation. Copies of the recommendation shall be sent to the building inspector and the property owner at the same time.~~
- d. ~~The city council shall schedule the matter for its next city council meeting and, upon review of the historic preservation commission's recommendation and other comments given at the meeting, make a decision regarding the appropriateness of the proposed action. Approved projects will be issued a certificate of historical appropriateness which authorizes the building permit to be issued.~~

E. ~~Removal by Property Owner(s) Of Properties: Properties which, in the opinion of the historic preservation commission, no longer meet the criteria for eligibility may be removed from the historic landmark register after review and consideration by the commission. The property owner shall be advised by mail of the historic preservation commission meeting during which the removal will be considered. The owner will be notified of the decision of the commission and will have thirty (30) days to appeal the decision of the commission to the city council. However, nothing in this chapter shall be construed to prevent an owner from removing his property from the historic landmark register as the owner in his sole discretion shall deem appropriate. The property owner(s) may have their property removed from the city's historic landmark register by submitting a written request with reasoning for the removal to the City Council. Following such removal by passage of a resolution, a notice of removal from the city historic landmark register will be recorded at the Salt Lake County Recorder's Office. Further, the city shall not accept any liability whatsoever for an owner's decision to remove property from the historic register. (Ord. 9-14-93-3, 9-14-1993)~~

F. Removal by City: Properties which no longer meet the criteria for eligibility may be removed from the historic landmark register by the City Council after receiving a recommendation by the commission. The property owner shall be advised by mail of the meeting(s) during which the removal will be considered. Following such removal by passage of a resolution, a notice of removal from the city historic landmark register will be recorded at the Salt Lake County Recorder's Office. The owner will be notified of the decision of the City Council and will have thirty (30) calendar days to appeal the decision of the City Council to the District Court. Nothing in this chapter shall be construed to prevent an owner from removing their property from the historic landmark register as the owner in their sole discretion shall deem appropriate.

F. Enforcement: The provisions of this section are subject to the enforcement provisions established in the international building code, as adopted by the city. (Ord. 9-14-93-3, 9-14-1993; amd. 2013 Code)

2-2-6: STANDARDS FOR REHABILITATION:

The following "standards for rehabilitation" shall be used by the historic preservation commission and ~~city~~City Council when determining the historic appropriateness of any application pertaining to historic landmark properties:

- A. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
- B. The historic character ~~integrity, as defined in section 4(A)(3)(a) of this chapter,~~ of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
- C. Each property shall be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
- D. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
- E. Distinctive features, finishes and construction techniques, or examples of craftsmanship that characterize a property, shall be preserved.
- F. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture and other visual qualities and, where possible materials. Replacement of missing features shall be substantiated by documentary, physical or pictorial evidence.
- G. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using gentlest means possible.
- H. ~~Significant~~ Archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken. If at any time an archaeological resource is discovered on an active project site, work must cease until the Utah Division of State History has been notified and has provided further instruction.
- I. New additions, exterior alterations or related new construction shall not destroy historic materials that characterize the property. ~~The new work shall be differentiated from the old and shall be compatible with the massing, size, scale and architectural features to protect the historic integrity~~

of the property and its environment. (~~Ord. 9-14-93-3, 9-14-1993~~) New additions to historic buildings should be subordinate to the original building, that is, lower in height, attached to the rear or set back along the side, and subordinate in scale and architectural detailing. Window and door openings should be similar in size and orientation (vertical or horizontal) to openings on historic buildings and take up about the same percentage of the overall façade as the original building.

- J. New additions and adjacent or related new construction shall be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would not be impaired. (~~Ord. 9-14-93-3, 9-14-1993; amd. 2013 Code~~)

Historic Preservation Commission Business