

Minutes of the Regular Meeting of the Ogden City Landmarks Commission held on Thursday, March 28, 2024, at 4:32pm, in the Council Chambers and via electronic means on the third floor of the Municipal Building, 2549 Washington Boulevard, Ogden City, Weber County, Utah.

Members Present: James Wilson, Acting Chair  
Judy Mitchell  
Tom Moore  
Carver Shaw  
Sue Wilkerson

Members Excused: Mary McMillen, Chair  
Sarah Langsdon, Vice Chair  
Tony Pantone  
Mandy Shale

Staff Present: Barton Brierley, Planning Manager  
Joseph Simpson, Deputy Planning Manager  
Haylie Hale, Planner  
Marqae Martinson, Administrative Assistant II  
James Tanner, Assistant City Attorney

**Nomination of Acting Chair**

**A MOTION WAS MADE BY COMMISSIONER WILKERSON TO NOMINATE COMMISSIONER WILSON AS ACTING CHAIR. MOTION WAS SECONDED BY COMMISSIONER SHAW AND PASSED UNANIMOUSLY.**

**Approval of the Minutes of the regular meeting held February 22, 2024.**

**A MOTION WAS MADE BY COMMISSIONER MITCHELL TO APPROVE THE MINUTES AS PREPARED AND PASSED UNANIMOUSLY.**

**Ratification of Staff Approval: to replace the deteriorated asphalt shingles with Laminate Architectural Shingles and touch up the exterior paint at 2546 Jefferson Avenue.**

Ms. Hale reported that she had approved a Certificate of Historic Appropriateness to remove existing deteriorated asphalt shingles and replace them with TruDefinition Duration Laminate Architectural Shingles in Brownwood. She also approved the touch up of the exterior paint with the colors "Silverpointe" and "Flowerpot" to match what is currently existing. Action is based on the following findings: the proposed work complies with the Landmarks ordinance in that the color scheme is consistent with the architecture and the historic district in which it is located; that the new roofing material matches the existing material in shape, size, and texture; and that the new shingles are compatible with the historic features of the building.

**A MOTION WAS MADE BY COMMISSIONER WILKERSON TO RATIFY STAFF APPROVAL TO REPLACE THE DETERIORATED ASPHALT SHINGLES WITH LAMINATE ARCHITECTURAL SHINGLES AND TOUCH UP EXTERIOR PAINT AT 2546 JEFFERSON AVENUE. MOTION WAS SECONDED BY COMMISSIONER MITCHELL AND PASSED UNANIMOUSLY, WITH ALL VOTING AYE.**

**Ratification of Technical Committee Approval: for work done on the house at 2521 Van Buren Avenue.**

Ms. Hale reported that the Technical Committee had approved a Certificate of Historic Appropriateness to make three, two-inch holes in the south wall of the house to run mini splits to heat the home, with the refrigerant lines being approximately three inches in diameter and black. There being a total of six lines, all will be covered with white plastic boxing. She indicated that special requirements included the following: dropping the refrigerant lines below the lip in the siding; once past the double light window, the refrigerant lines should be brought down so that they run below the three single light windows on the southwest side of the house; the refrigerant lines be covered with a custom bent piece of aluminum channel; and the aluminum cover shall be the same color as the siding, have a wood grain finish, and be as small as possible.

**A MOTION WAS MADE BY COMMISSIONER WILKERSON TO RATIFY TECHNICAL COMMITTEE APPROVAL FOR WORK DONE ON THE HOUSE AT 2521 VAN BUREN AVENUE. MOTION WAS SECONDED BY COMMISSIONER MITCHELL AND PASSED UNANIMOUSLY, WITH ALL VOTING AYE.**

**Amendment of the Agenda:**

**COMMISSIONER MOORE MADE A MOTION TO AMEND THE AGENDA BY MOVING ITEM 3: CERTIFICATE OF HISTORIC APPROPRIATENESS TO INSTALL FIBER INTERNET AT 2548 JACKSON AVENUE TO THE END OF THE AGENDA. MOTION WAS SECONDED BY COMMISSIONER WILKERSON AND PASSED UNANIMOUSLY, WITH ALL VOTING AYE.**

**Certificate of Historic Appropriateness: to install a new sign and exterior paint at 107 25<sup>th</sup> Street.**

Ms. Hale reviewed the applicable standards described in Section 17-4-1 of the Landmarks ordinance to be considered, which included standards I. New Construction and J. Form and Integrity. She presented that the applicant requested approval to install a 2.3 foot by 2.3 foot hanging blade sign. Because the existing sign frame is still installed, no drilling will be done on the building. The sign will be hung at least 11 feet above the sidewalk, and the lettering will be sized between one and six inches tall. Ms. Hale described the design of the sign and stated that it would not be illuminated. Referring to the 25<sup>th</sup> Street Historic District design guidelines, she indicated that plastic signs are prohibited. She explained that the proposed sign would have a plastic core with aluminum skins and that the core would be PVC. Staff recommended that the sign's core be aluminum or have the entire sign in aluminum.

Ms. Hale presented the proposed design for exterior paint, noting that the colors to be used would be "Black", "Carbon Copy", and "Mecca Gold". The applicant also requested to add outdoor seating, which would consist of round tables and chairs that meet the required size of four feet or less. Staff recommended approval of the hanging blade sign and the two bistro tables with four chairs outside the doorway and to paint the storefront with the proposed colors, at 107 25<sup>th</sup> Street, subject to the following: that the proposed sign has either an aluminum core or uses pure aluminum, not the aluminum composite Dibond, for the sign face, logo, and lettering; and that the proposed tables and chairs be taken inside after business hours and take up no more than two feet of the sidewalk, located immediately in front of the property line. If the conditions for the tables and chairs cannot be met, a Sidewalk Use Permit will need to be applied for through the Engineering Department.

Discussion continued among the commissioners regarding the materials to be used for the sign. Commissioner Shaw asked if the weight of the new sign would be an issue for the existing hardware. Mr. Simpson responded that the sign contractor would need to obtain a permit prior to the work being done, and the framework and structure will be checked at that time.

The applicant, Brian Nebeker addressed the Commission, via zoom, and explained that none of the PVC will be exposed through the aluminum. He added that he would be willing to change the material to wood or sign foam if the Commission preferred.

**A MOTION WAS MADE BY COMMISSIONER MOORE TO ISSUE A CERTIFICATE OF HISTORIC APPROPRIATENESS, FOR THE PROPERTY AT 107 25<sup>TH</sup> STREET, TO INSTALL A HANGING BLADE SIGN MEASURING 2.3 FEET BY 2.3 FEET AND TWO BISTRO TABLES AND FOUR CHAIRS ON EACH SIDE OF THE DOORWAY AND PAINT THE STOREFRONT “BLACK”, “CARBON COPY”, AND “MECCA GOLD” SUBJECT TO THE FOLLOWING:**

- 1. THAT THE PROPOSED TABLES AND CHAIRS BE TAKEN INSIDE AFTER BUSINESS HOURS AND TAKE UP NO MORE THAT TWO FEET OF THE SIDEWALK, LOCATED IMMEDIATELY IN FRONT OF THE PROPERTY LINE.**
- 2. IF THESE CONDITIONS CANNOT BE MET, THE APPLICANT WILL NEED TO APPLY FOR A SIDEWALK USE PERMIT WITH THE ENGINEERING DEPARTMENT.**

**APPROVAL IS BASED ON THE FINDINGS OF FACT THAT THE WORK IS COMPATIBLE WITH HISTORIC FEATURES OF THE BUILDING AND WILL RETAIN ITS HISTORIC CHARACTER; IT WILL NOT DAMAGE OR REMOVE HISTORIC MATERIALS OR FEATURES; THE DESIGN, MATERIAL, AND SIZE IS COMPATIBLE WITH THE BUILDING AND THE DISTRICT; AND IT COMPLIES WITH THE 25<sup>TH</sup> STREET GUIDELINES. MOTION WAS SECONDED BY COMMISSIONER MITCHELL AND PASSED UNANIMOUSLY, WITH ALL VOTING AYE.**

**Certificate of Historic Appropriateness: for Landscaping, Patio Addition, and Replace Stairs at 164 and 168 25<sup>th</sup> Street.**

Ms. Hale reviewed the applicable standards described in Section 17-4-1 of the Landmarks Ordinance, which included standards B. Character and I. New Construction. She explained the request, stating that the applicant would like to install a concrete patio on the rear of the building with a steel railing lining the entire patio, along with steel planter boxes. Nine steel tables and chairs would be placed on the patio with a gravel pathway leading from electric alley to the patio, and a mini park on the northeast corner of the property. Ms. Hale stated that the character will be preserved, and materials used will align with the historic integrity of the property, with no damage being caused to the building. Staff recommended that water-wise native plants be used. Ms. Hale added that the applicant would also like to remove and replace the basement stairs on the northeast and northwest of the building, both being in the rear, to meet building codes. She explained the work to be done as reported in the information packet for this item.

Staff recommended approval to add a patio and landscaping to the rear of the Windsor Hotel as well as replace the two stairways into the basement at 164 and 168 25<sup>th</sup> Street, subject to the following: that a Land Use Permit be applied for, which tells the types of plants that will be used; and that the plants be selected for their tolerance to heat, cold, low humidity, and low water usage.

The applicant, Jared Allen, explained that his plan is to move forward with a food hall concept, which will include four restaurant spaces inside, and the patio will be for those restaurants. He added that he is okay with the staff recommendations.

**A MOTION WAS MADE BY COMMISSIONER WILKERSON TO ISSUE A CERTIFICATE OF HISTORIC APPROPRIATENESS FOR THE LANDSCAPING, PATIO ADDITION, AND REPLACEMENT OF THE TWO STAIRWAYS LEADING TO THE BASEMENT AT 164 AND 168 25<sup>TH</sup> STREET. APPROVAL IS SUBJECT TO THE FOLLOWING CONDITIONS:**

1. THAT A LAND USE PERMIT BE APPLIED FOR WHICH SHOWS THE TYPES OF PLANTS THAT WILL BE USED
2. THAT PLANTS SHOULD BE SELECTED FOR THEIR TOLERANCE TO HEAT, COLD, LOW HUMIDITY, AND LOW WATER USAGE.

APPROVAL IS BASED ON THE FINDINGS OF FACT THAT THE PROPOSED WORK: WILL BE DIFFERENTIATED FROM THE OLD AND WILL BE COMPATIBLE WITH THE MASSING, SIZE, SCALE, AND ARCHITECTURAL FEATURES OF THE PROPERTY; WILL PROTECT THE HISTORIC INTEGRITY OF THE PROPERTY AND IT'S ENVIRONMENT; WILL NOT DAMAGE OR REMOVE HISTORIC MATERIALS OR FEATURES WHICH CHARACTERIZE THE PROPERTY; IS COMPATIBLE WITH THE DISTRICT; AND IS IN COMPLIANCE WITH THE 25<sup>TH</sup> STREET GUIDELINES. MOTION WAS SECONDED BY COMMISSIONER MITCHELL AND PASSED UNANIMOUSLY, WITH ALL VOTING AYE.

**Other Business: Landmarks Work Session – April 18, 2024**

The commissioners presented topics to be discussed at the work session. Ideas included: enforcement, relevancy of the Landmarks Commission, what other cities are doing, historic street signage, and material boards.

**Other Business:**

Ms. Hale reminded the commission about Preservation Engaged, that SHPO puts on annually. She added that the preservation month scavenger hunt topic would be World War II and staff is coordinating a date that will work with Union Station, where the event will be held.

**Certificate of Historic Appropriateness: to install fiber internet at 2548 Jackson Avenue.**

A MOTION WAS MADE BY COMMISSIONER WILKERSON TO CONTINUE THE ITEM TO THE APRIL 25, 2024, MEETING AS THERE WAS NOT A QUORUM PRESENT TO VOTE ON THE ITEM, DUE TO COMMISSIONER SHAW BEING THE APPLICANT. MOTION WAS SECONDED BY COMMISSIONER MITCHELL AND PASSED UNANIMOUSLY, WITH ALL VOTING AYE.

**Reschedule the July meeting to July 18, 2024:**

Mr. Brierley reported that the July meeting would need to be rescheduled due to the Council Chambers being unavailable while carpet is replaced.

A MOTION WAS MADE BY COMMISSIONER WILKERSON TO RESCHEDULE THE JULY MEETING FOR JULY 18, 2024, IN THE SEVENTH FLOOR CONFERENCE ROOM. MOTION WAS SECONDED BY COMMISSIONER SHAW AND PASSED UNANIMOUSLY, WITH ALL VOTING AYE.

As there was no additional business before the commission, **THE MEETING WAS ADJOURNED AT 5:17 P.M.**

*Margae Martinson*  
Marqae Maftinson (Apr 26, 2024 12:17 MDT)  
**MARQAE MARTINSON**  
**ADMINISTRATIVE ASSISTANT II**



James Wilson (Apr 26, 2024 14:10 MDT)

**JAMES WILSON, ACTING CHAIR**

APPROVED: 4/25/2024  
(DATE)

This document, in conjunction with the digital recording and information packet, constitute the official minutes of the Ogden City Landmarks Commission.