



**Minutes of the
Millcreek Historic Preservation Commission
April 11, 2024
6:00 p.m.
Regular Meeting**

The Historic Preservation Commission of Millcreek, Utah, met in a regular meeting on April 11, 2024, at City Hall, located at 1330 E. Chambers Ave., Millcreek, UT 84106. The meeting was conducted electronically and live streamed via the City's website with an option for online public comment.

PRESENT:

Commissioners

Peter Brinton
Kaye Donahoe
Molly Enos, Chair (absent)
Tiffany Hunter Greene
Emily Johnson (absent)
Ryan Lufkin, Vice Chair
Arie Leeflang

City Staff

Sean Murray, Planner
Elyse Sullivan, City Recorder

Attendees:

MEETING – 6:00 p.m.

TIME COMMENCED – 6:02 p.m.

1. Oaths of Office; Peter Brinton, Kaye Donahoe, Emily Johnson, and Arie Leeflang

Elyse Sullivan administered the oaths of office to the recently reappointed (Resolution 24-09) commissioners present.

2. Revisions to the Historic Buildings and Site Preservation Ordinance

Sean Murray said the zoning code was being updated. There were a few minor changes suggested for the preservation ordinance that he had emailed previously to the commission to review. Commissioner Brinton asked about the timing for approval. Murray said the code would need to go through the public process with the community councils, planning commission, and city council. He was not sure how long that would take, he anticipated a couple of months. Murray asked for feedback on the code. Vice Chair Lufkin recommended the commissioners provide feedback by the commission's next meeting date. Vice Chair Lufkin asked if all properties needed to be included in the list of historic properties. Murray noted the ones listed were the only ones designated at that point. He said there was a survey conducted the prior year which had recommendations on certain properties. The individual properties needed to go through another process with an intensive level survey. There is a local designation list and the national registry list. Murray noted there were national registry

houses that were not on the list. They could be added but they would need to go through the necessary process. There is a historic landmark list and a historic landmark registry. Millcreek had properties on the list, not the registry.

Commissioner Donahoe asked about being notified when a historical plaque is erected for a particular project on Highland Drive. Murray did not believe one had been finalized. He said Axis Townhomes needed to have that installed to receive their final building permit approval. Commissioner Greene asked how often the list of properties in code would get updated. Murray said it was up to the commission and working with the property owners. Commissioner Donahoe recommended inviting property owners to the commission's meetings. Commissioner Greene asked how often the list could be officially updated. Murray said it was a living document. Commissioner Brinton asked about economic hardship for landowners guidelines. Murray said that was a recommendation from consultant Kirk Huffaker. Sometimes it did not make economic sense to save properties if they were too dilapidated.

3. Report on Selection of Contractor for Reconnaissance Surveys for Rancho Villas and Veteran Heights and National Register Nomination for Mountair Acres

Murray said these subdivisions were identified as being potential historical sites. The city applied for grant money from the state for the reconnaissance level surveys. A few weeks ago, a request for proposals for the surveys was sent out. Two proposals were received, one from Kirk Huffaker and one from Logan Simpson. The selection committee picked Kirk Huffaker because his approach seemed to fit better, and the cost was less. The National Register for Mountair Acres will be paid for from city funds and not grant funding. There will not be a request for proposals on that, it would be done by Kirk Huffaker as well. There will be a handful of houses for surveys included in the contract. Commissioner Greene asked about the timeframe for the contracts. Murray said the deliverables would be before the end of August. Commissioner Brinton asked about paying for the surveys. Murray noted the reconnaissance level surveys would be 50% city funding and 50% grant. The National Register costs will be paid by city funds.

4. Updates from Sub-Committees

Commissioner Greene asked about a calendar for newsletter articles. Vice Chair Lufkin committed to having that ready for the next meeting.

5. Staff Updates

Murray said in Salt Lake City there was an old ward building between 800 South and 300 West that had started being demolished without proper permits. A stop work order was issued by the city. All the trees and building front façade were removed. The Salt Lake City Council would update their historic preservation code to clarify language on demolition permits and create penalties for not following the code. He said if the commission wanted to include similar language in Millcreek, now would be the time to add it. Vice Chair Lufkin said the code should have enough leverage to discourage improper work. Murray would send the commission a copy of Salt Lake City's ordinance and staff report. Vice Chair Lufkin requested the commission review the code for the next meeting.

Vice Chair Lufkin asked about the status of a particular property that had a historic home demolished on it. Murray said a new one would be built there within the year. Commissioner

Donahoe asked about a particular property with a white farmhouse in Old Farm. Murray said new projects require a development review consultation with staff before permits are pulled. The original developer went to that meeting with a plan, but another developer would be meeting with the city about another development there. Vice Chair Lufkin requested review of that on the next meeting agenda.

6. Approval of February 8, 2023, Special Meeting Minutes

Vice Chair Lufkin moved to approve the February 8, 2024 Special Meeting Minutes. Commissioner Donahoe seconded the motion. Vice Chair Lufkin called for the vote. Commissioner Brinton voted yes, Commissioner Leeftang voted yes, Commissioner Greene voted yes, Commissioner Donahoe voted yes, and Vice Chair Lufkin voted yes. The motion passed unanimously.

Commissioner Brinton asked about an upcoming oral history training counting towards the commissions' required training. He would send the commission information about it.

7. Adjourn

ADJOURNED: Vice Chair Lufkin moved to adjourn the meeting at 6:42 p.m. Commissioner Brinton seconded the motion. Vice Chair Lufkin called for the vote. Commissioner Brinton voted yes, Commissioner Leeftang voted yes, Commissioner Greene voted yes, Commissioner Donahoe voted yes, and Vice Chair Lufkin voted yes. The motion passed unanimously.

APPROVED: _____ Date
Ryan Lufkin, Vice Chair

Attest: _____
Alex Wendt, Deputy Recorder