



ADOPTED MINUTES
HISTORIC PRESERVATION COMMISSION
August 14, 2024, at 4:05 PM
80 South Main Street, Explorer Room
Spanish Fork, UT 84660

Present:

Angela Beecher - Chair
Kristyn Moss - Chair Pro Tem
Darla Butler - Member
Kevin Oyler-Councilmember

Caleb Pollock- Member
Ian Bunker-Community Development
Pete Hansen- SFCN Representative
Tara Silver- City Recorder

Members Absent:

1. CALL TO ORDER - 4:05 pm

Angela Beecher started off the meeting at 4:05 pm In the Explorer Room at Library Hall. She called for a motion to table items 3 through 5 on the agenda to keep the meeting to an hour.

Angela Beecher ▾ Made a motion to Table items 3-5 on the agenda at 5:10 pm

Caleb Pollock ▾ Seconded the motion

Caleb Pollock	Yes
Angela Beecher	Yes
Kristyn Moss	Yes
Darla Butler	Yes
Pete Hansen	Yes
Ian Bunker	Yes
Tara Silver	Yes

She turned the time over to Alena Franco to give us training on the Certified Local

Government program.

Alena Franco from the Utah State Historic Preservation Office (SHPO) and the Certified Local Government (CLG) Coordinator. She related to us the definition of a CLG as a local government, such as a city or county, that has been recognized by the National Park Service for meeting certain standards in historic preservation. This certification allows the local government to apply for federal grants specifically aimed at supporting historic preservation efforts within their jurisdiction. She explained there were 69 cities in the state that were on the Certified Local Governments list.

Alena went over the commission's duties as:

- The City Council and community members were advised on matters related to historic preservation.
- Surveys of local historic properties were coordinated in compliance with standards set by the SHPO.
- Participation in the City's planning and land-use processes ensured that potential impacts on historic properties were considered.
- Educational and interpretive programs related to the community's history and historic properties were promoted.
- Reviews and comments were provided to the SHPO on all proposed National Register nominations of properties within the community.
- Grants and financial aid for historic preservation projects in the city were applied for and administered.

Councilmember Oyler asked if we could get a list of what other cities had applied for and what was awarded. Alena responded that she would send a five year list.

Next Alena explained the CLG grant programs:

- CLG Grants became available every January.
- These grants were reimbursement matching (50/50) grants. We pay for all of it and then get reimbursed half with all the invoice and proof of payment.
- CLG Grant awards were limited to a maximum of \$20,000, depending on the project type. They are able to allocate \$150,000 per year.
- The grant cycle ran for 16 months.

She explained the different CLG grant programs - hub.utah.gov - they must be on the National Register.

1. Survey
 - a. Reconnaissance Level Survey
 - i. GIS Map
 - b. Intensive Level Survey
 - i. Exterior photos of homes done by professionals or volunteers and given to a consultant. The consultant usually costs \$25 to \$30 per building. A dot in red states it is surveyed and a green dot indicates it is eligible for or contributing to local, State, or National history. A historic Site Form is

completed.

1. Alena reiterated that no one has control over private property unless they are given grant funds to renovate. If they are given funds they ask to keep the property the same for 5 years.
 - a. They want the outside to stay historical but the inside, unless historical, can be changed in any way.
 - b. Benefits:
 - i. Recognition
 - ii. Access to grants for rehab
 - iii. Historic tax credits
 - c. They can decide to delist their building at any time from the historic register and can demolish it.
2. Pre Development Grant
 - a. Prepare for rehab
 - b. Seismic upgrade
 - c. Foundation issues
3. Development
 - a. Rehab of everything inside and outside except landscaping
 - b. Only the committee can apply for this grant
 - c. Residents can apply for the grant funds and the city would be the pass through for the funds and the resident would be the one that matches the funds.
 - d. Rehabilitation work on National Register-listed properties
 - i. Examples- Courthouse, citizen's home, museum, and gas station
4. Education and Outreach
 - a. Training and Workshops
 - b. Historic Walking Tour
 - c. State or national conference on Historic Preservation
 - d. Archeology and Preservation Month
 - e. Conference October at USU building Oct. 18, 2024
5. Forms
<https://ushpo.utah.gov/shpo/preservation/#:~:text=Historic%20Buildings%20Documentation%2C%20106%20Guidance%2C%20Tax%20Credits%20and%20CLG%20%26%20Forms.>
6. They offer an architect to visit a sight for free
7. Contact information
 - a. Alena Franco, CLG Coordinator
 - i. afranco@utah.gov
 - ii. Website ushpo.utah.gov/shpo/certified-local-government-clgs/
 - iii. [Utah CLG handbook](#)
 - iv. [Historic Tax Credit Program](#)
 - v. [Historic Main Street Program](#)
 - vi. Example of a Historic Preservation [Ordinance](#)
 - vii. List of [Eligible Grant Projects](#)

- Davis - Old Pioneer Cemetery
- Need to fill lectures for April, May, January
 - Promotion - Newsletter (for October C Jones Hughes), Facebook, TV screens, Promo SF17 (Pete)
 - Angela conducting in September
 - July Minutes sent to everyone on July 15, 2024 see below. Make sure to watch for them.
 - angelabbeecher@gmail.com,
 - calebpollock1989@gmail.com,
 - ibunker@spanishfork.org,
 - jhales@spanishfork.org,
 - koyler@spanishfork.org,
 - kristynmoss13@gmail.com,
 - phansen@sfcn.org

Tara Silver shared a document



Tara Silver (tsilver@spanishfork.org) has invited you to **comment on** the following document:



HPC Minutes July 10, 2024

Open

Change our meeting to twice a month.

ADJOURNMENT

Darla Butler ▾ Made a motion to Adjourn the meeting at 5:15 pm

Angela Beecher ▾ Seconded the motion

Caleb Pollock	Yes
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Angela Beecher	Yes
Kristyn Moss	Yes
Darla Butler	Yes
Pete Hansen	Yes
Ian Bunker	Yes
Tara Silver	Yes

I, Tara Silver, Member of Spanish Fork City Historical Preservation Commission, hereby certify that the foregoing minutes represent a true, accurate, and complete record of the meeting held on August 14, 2024. This document constitutes the official minutes of the City Council meeting.

A handwritten signature in black ink that reads "Tara Silver". The script is cursive and fluid, with the first letters of "Tara" and "Silver" being capitalized and prominent.

Tara Silver, City Recorder CMC UCC