HISTORIC PRESERVATION COMMISSION MINUTES

Thursday, January 2nd, 2024, 6:00 pm

Providence City Office Building, 164 North Gateway Dr., Providence Ut

Call to Order: Wes Bitters

Chair Roll Call of Commission Members: Pat Perry, George Wootton, Wes Bitters & Karen Brooks.

- Wes Bitters lead everyone in the Pledge of Allegiance

Approval of Minutes: The Historic Preservation Commission will consider approval of the minutes for October 2nd , 2024. **(MINUTES)**

- Mr. Bitters called for the approval of the minutes of October 2nd, 2024.
- Commission noted that no corrections were needed.

Motion to approve the minutes of October 2nd, 2024 – Pat Perry. 2nd George Wootton.
Vote:
Yea- Pat Perry, George Wootton, Wes Bitters & Karen Brooks.
Nay-
Abstained-
Absent-

Motion passes, minutes approved.

- **Item No. 1 : Updated Tour Book Grant Procedures for CLG grant:** The HPC will discuss and may take action on applying for a CLG Grant.

  - Wes Bitters introduced the first agenda item regarding the tour booklet grant. He mentioned he had sent an outline to the commission members and asked for their input to strengthen the request for funding.
  - Commission outlined the key points to address in the grant application:
    - Do we need it?
    - How are we preparing?
    - The public and state goals - are we meeting them?
  - The Commission suggested demonstrating the need by addressing both new and older residents. New residents may need or want to better understand the city and community. Older residents who have lived in the town for 25-30 years may not know about Providence's origins and history
  - The tour booklet could help improve participation in city activities and increase attendance or activity with city events or meetings
  - Pat Perry emphasized the importance of preserving history for future generations when the older generations are gone.
  - George Wootton mentioned he had copied information from the Providence and Her People book to give to people who wanted to know more about the town's history.

- Mr. Bitters suggested the tour booklet could help people appreciate the architecture of both older and newer homes, as well as understand the development of the city. He proposed including a recap of significant historical events to give people a sense of the town's history.
- Pat shared examples of historical significance regarding certain houses built in the downtown area.
- The Commission discussed unique aspects of older homes in Providence, including:
    - Wood patterns and construction techniques no longer in use
    - The difficulty in finding or manufacturing replacement materials for historic homes
- George mentioned the historical marker on Wes's lawn, which indicates it was a homestead property. The Commission agreed this type of information would be valuable to include for historic homes in the area.
- Wes proposed limiting the tour booklet to homes built during the first 75 years of the city's history. Pat commented on including newer homes as well. The Commission discussed potential ways to balance including both older and newer historically significant properties:
    - Limiting the number of houses from each time period rather than setting a strict cutoff date
    - Including a few houses from more recent periods (e.g., 1960-1974, 1945-1960) to show how newer properties fit into the historic area
- The Commission discussed the need to understand what the grant evaluators would be looking for and how to balance their interests with the city's goals. They also considered seeking guidance from experts on conducting intensive level surveys to help determine which properties to include.
- Scarlett Bankhead from the city clarified that the grant, if awarded, would give them around 16 months to complete the project, allowing time to refine their selection process and criteria.
- Mr. Bitters indicated that he would move forward with the grant application and that if the Commission had any other suggestions to let him know.

➢ **Item No. 2 : Review Map of the Historical District:** The HPC will review the map of the Historical District.

- Karen Brooks inquired about whether some houses were within the historical district as she believes that they should be included. Scarlett explained that the historic district's boundaries were different from what some people thought:
    - The historic district does not extend all the way to Main Street like some people thought.
    - On the east side of Main Street, it goes almost to Bauer Avenue, but not quite
    - There are three places on 200 West where the boundary jogs to include properties on the west side, but most of it is on the east side of 200 West
- Scarlett offered to have Colton, who works on mapping for the city, create a colored map showing the boundaries of the historic district to clarify the area for everyone.
- Commission indicated that the map was larger than previously thought and that the houses that Karen brought were included in the district.

- **Item No. 3 : Discuss the Duties and Responsibility of the Commission:** **(CITY CODE)**

  - Wes introduced this agenda item, explaining that he wanted to clarify the commission's responsibilities and authority. He noted discrepancies between different documents outlining the commission's duties:
  - A Historical Commission Statement from August 2014, which appeared to be bylaws or code
  - The historical ordinance dated January 1, 2024, which was indicated to be a sample draft from the State
  - Scarlett clarified that the city code is the actual rule that governs the commission's responsibilities. She explained that the other document was likely a sample ordinance provided by the state, which city's can model when creating their own ordinance.
  - The Commission discussed several key points regarding their duties and limitations:
    - Term limits: The city code specifies 3-year terms with the possibility of serving two terms (6 years total). However, members may serve longer if replacements haven't been appointed.
    - Commission size: The city code allows for at least 5 members and 2 alternates. Scarlett noted that it has been challenging to find people meeting all qualifications who are willing to serve.
    - Local historic register: Providence does not currently have a local historic register, only the National Historic Register designation. This limits the commission's authority to regulate changes within the historic district.
    - Advisory role: The commission's primary function is to advise other officials and departments of local government regarding the identification and protection of local historical and archaeological resources.
    - Lack of specific regulations: Without a local historic register or specific codes related to historic preservation, the commission's ability to influence decisions about trees, sidewalks, or other changes within the historic district is limited.
    - Process for creating new regulations: To establish more authority, the commission would need to propose new codes or ordinances, which would then go through the Planning Commission and City Council for approval.
  - The Commission discussed the possibility of drafting a statement or recommendation regarding the preservation of historically significant trees in relation to a proposed sidewalk project. However, Scarlett advised that without specific codes in place, such a recommendation would have limited impact.
  - Commission expressed frustration with the lack of clear authority and responsibility for the Commission. Some members suggested focusing on education and appreciation of local history rather than attempting to regulate changes within the historic district.
  - The Commission agreed to consider their role moving forward and potentially explore the process for proposing new codes or ordinances if they wish to have more influence on preservation efforts in the future.

Motion to adjourn meeting. – Pat Perry. 2nd- Karen Brooks.
Vote:
Yea- Pat Perry, George Wootton, Wes Bitters & Karen Brooks.

Nay-
Abstained-
Absent-

Motion passes, Metting Adjourned.

Minutes approved by vote of Commission on ____ day of _____ 2025.

I swear that these minutes are true and correct to the best of my knowledge.

_____
Ty Cameron, City Recorder.