

HISTORIC PRESERVATION COMMISSION MINUTES

Wednesday July 2nd, 2024, 6:00 pm

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

Call to Order: George Wootton.

Chair Roll Call of Commission Members: George Wootton, Susan Baker & Ken Thigpen.

Members Absent: Karen Brooks & Wes Theurer.

Staff in Attendance: City Manager Ryan Snow, Community Development Director Skarlet Bankhead and City Recorder Ty Cameron.

- **Item No. 1 Approval of Minutes:** The Historic Preservation Commission will consider approval of the minutes for January 2nd , 2025. [\(MINUTES\)](#)

- George Wootton called for the approval of the minutes of January 2nd, 2025.
- No issues or corrections were stated.

Motion to approve the minutes of January 2nd, 2025.- Susan Baker. 2nd- Ken Thigpen.

Vote:

Yea- George Wootton, Susan Baker & Ken Thigpen.

Nay-

Abstained-

Absent- Karen Brooks & Wes Theurer.

Motion passes, minutes approved.

- **Item No. 2 Swearing in of New HPC Members.**

- Ty Cameron administered the oath of office to the new members. The new members stood, raised their right hands, and swore to support, obey, and defend the constitution of the United States and the constitution of this state, and to discharge the duties of their office with fidelity.

- **Item No. 3 Appointment of Commission Chair & Vice Chair.**

- George Wootton proposed tabling the election of a Chair and Vice Chair until the next meeting when more members would be present, including Brendan Lee who was to be interviewed the following day to be a new member. There was a discussion about the necessity of having a full commission present for the vote. Ryan Snow explained that according to the ordinance, they should elect a chair, but the commission could choose to delay if they wished.
- George Wootton moved to table the election of Chair and Vice Chair until the next meeting where they have a more complete commission

Motion to table item until next meeting.- George Wootton. 2nd- Susan Baker.

Vote:

Yea- George Wootton, Susan Baker & Ken Thigpen.

Nay-

Abstained-

Absent- Karen Brooks & Wes Theurer.

Motion passes, item tabled.

➤ **Item No. 4 Overview of the role of the HPC.**

- Ryan Snow provided an overview of the Historic Preservation Commission's roles and responsibilities. He highlighted several key points:
 - Survey and inventory of community historic resources: Ryan emphasized the importance of maintaining an up-to-date inventory of historic, architectural, and archaeological resources in the community. He showed a GIS map of currently identified historic sites and buildings, noting that the commission should review and potentially expand this inventory.
 - Review proposed nominations for the National Registry of Historic Places: Ryan explained that this was a key responsibility of the commission, though they hadn't had any recent nominations to review.
 - Provide advice and information: Ryan clarified that unlike other commissions, the HPC's role was to advise city officers and departments rather than make recommendations to the City Council.
 - Support enforcement of state historic preservation laws: Ryan noted that while the commission doesn't directly enforce laws, they should support the city's enforcement efforts.
 - Review applications for locally designated sites: Ryan mentioned this was a future possibility if the city creates a local historic site register.
- Ryan also discussed the qualifications required for commission members, emphasizing the need for expertise in relevant fields like history, architecture, or archaeology. He encouraged the commission to focus on creating an inventory of historic resources and potentially developing a local historic site register.
- Scarlett Bankhead added information about the criteria for considering properties for historic designation, referencing national guidelines for buildings, structures, sites, and objects of historic significance.

➤ **Item No. 5 HPC plans for City Celebration - Sauerkraut Days.**

- Nicole Bone presented plans for the upcoming Sauerkraut Days celebration. She outlined the following details:
 - **Parade Participation:** The Historic Preservation Commission was invited to participate in the parade on Friday, August 15th. Two vehicles would be provided by Heritage Auto, one for the commission and one for the grand marshal.
 - **Information Booth:** Nicole requested that the commission set up an information booth on Friday evening after the parade to promote the historic tour scheduled for Saturday.
 - **Historic Tour:** The tour was planned for Saturday, August 16th. Due to changes in transportation availability, two vans would be provided by Heritage Auto instead of the previous year's bus. There was a discussion about the logistics of running the tour, including concerns about having enough volunteers to staff two vans and potential ADA compliance issues.
 - **Sauerkraut Preparation:** Nicole asked for volunteers to help with sauerkraut preparation on Sunday, July 6th, and Tuesday, July 8th. She explained the process and the need for volunteers.

- **Grand Marshal Nomination:** Nicole mentioned that they were accepting nominations for the grand marshal until August 1st, with the community invited to participate in the selection process.
- **Historic Book Reprint:** There was a discussion about potentially reprinting a historic book about Providence. The commission discussed the need to investigate copyright issues and printing costs.
- George Wootton agreed to inventory the available manpower for the various activities and to coordinate with other commission members and city council members for additional support.

➤ **Item No. 6 Discussion of ideas for the future work of the HPC.**

- George Wootton suggested focusing on Sauerkraut Days preparations for the time being and revisiting ideas for future work after the event. The commission agreed to this approach.

Motion to adjourn the meeting.- George Wootton. 2nd- Susan Baker.

Vote:

Yea- George Wootton, Susan Baker & Ken Thigpen.

Nay-

Abstained-

Absent- Karen Brooks & Wes Theurer.

Motion passes, meeting adjourned.

Minutes approved by vote of commission on 5th day of November 2025.

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



Ty Cameron, City Recorder