HISTORIC PRESERVATION COMMISSION MINUTES

Wednesday February 4th, 2026, 6:00 pm
Providence City Office Building, 164 North Gateway Dr., Providence Ut

Call to Order: George Wootton.
Chair Roll Call of Commission Members: Brendan Lee, Susan Baker, George Wootton, Karen Brooks, Ken Thigpen & Wes Theurer.
Staff in Attendance: Community Development Director Skarlet Bankhead & City Recorder Ty Cameron.

Comments from the public: Any member of the public who has a comment pertaining to the mission of the Historical Preservation Commission will have 3 minutes to make their comment.

- No comments were made or received
- Ken Thigpen inquired whether they had received any feedback from the newsletter request for stories. George responded that they had not received any responses and suggested taking a more proactive approach to gathering information about homes. He emphasized that while commission members appreciate history, the general public might not share the same level of appreciation, necessitating more active outreach efforts.

- **Item No. 1 Approval of Minutes:** Approval of the minutes for December 3rd , 2025. **(MINUTES)**

  - George Wootton called for the approval of the minutes of December 3rd, 2025.

Motion to approve the minutes of December 3rd, 2025. – Brendan Lee. 2nd- Karen Brooks.
Vote:
Yea- Brendan Lee, Susan Baker, George Wootton, Karen Brooks, Ken Thigpen & Wes Theurer.
Nay-
Abstained-

Motion passes, minutes approved.

- **Item No. 2 Preservation Utah Presentation by Brandy Strand.**

  - Brendan Lee introduced Brandy Strand. The Commission introduced themselves.
  - Brandy Strand joined the meeting via Zoom. She introduced herself as a born and raised Utahn from Rose Park with over 20 years of nonprofit experience. Her background included after-school programs in non-urban areas, serving as director of operations for the Utah Nonprofits Association, and working with Girl Scouts throughout Utah.
  - Brandy explained that she had taken over leadership of Preservation Utah about two and a half years ago during a transition period. The organization, established in 1966 concurrent with the National Preservation Act, had helped establish Salt Lake's first local historic district along South Temple and prevented the demolition of the City and County Building.
  - She detailed Preservation Utah's current structure with four full-time staff members.
  - Brandy expressed interest in understanding the commission's regular activities and how Preservation Utah could serve as a resource and support system. She had reviewed their website and meeting agendas to prepare for the discussion.

- Brendan Lee explained that the commission consisted of relatively new members interested in learning about available resources and support from organizations like Preservation Utah. George Wootton elaborated on their desire to help the community understand the significance of local structures, emphasizing that while structures provide physical touchstones, the human history behind them is equally important. He expressed interest in combining physical structural history with human history and sought guidance on community engagement strategies.
- The discussion turned to getting properties on the National Register of Historic Places. Wes asked about approaching property owners and providing resources about the historic registry process. Ken inquired about guidelines or criteria that might prevent preservation efforts. Brandy responded that private property rights must always be respected while finding ways to work together. She mentioned upcoming trainings on land use, zoning, and coding that would help people understand these nuances.
- Brandy cited the Old Mill in Cottonwood Heights as an example of preservation challenges, where advocacy efforts led to the city considering feasibility studies and engineering reports for a building condemned in 2005. She emphasized that public input is the driving force in saving buildings, as elected officials need to hear what matters to constituents.
- Regarding National Register benefits, Brandy clarified common misconceptions. Being on the National Register doesn't protect buildings from demolition or restrict modifications; rather, it provides access to resources including federal and state tax credits and grant opportunities. She explained that nominations require substantial research including both building history and human stories, with properties generally needing to be at least 50 years old.
- George asked about his own 1897 home's qualification potential, questioning what would make it significant enough for the registry. Brandy suggested consulting with Corey at the state historic preservation office, noting that monumental events aren't necessarily required if the building maintains historic integrity and has a compelling story. She referenced numerous homes in Salt Lake's Avenues district on the registry without each having significant events.
- The conversation shifted to community engagement and heritage tourism. Skarlet Bankhead explained that Providence didn't qualify for the Utah Main Street program because their Main Street consists primarily of historic homes rather than traditional businesses.
- Brandy shared her experience helping establish a 501(c)(3) nonprofit in South Jordan to manage a historic farmhouse in partnership with the city. She described various funding sources available for historic preservation projects, including grants from family foundations, the National Trust for Historic Preservation, and the Boulder Foundation (which can provide up to $250,000).
- Brendan asked about Preservation Utah's historic home tours. Brandy enthusiastically described their spring and fall tours, operating since 1976 or 1977. She detailed the extensive volunteer structure required, including house managers for each home in two shifts, volunteer docents with scripts, and careful coordination with homeowners. She emphasized that interior tours generate far more excitement than exterior-only tours, sharing success stories from Rose Park and Fair Park neighborhoods where tours built community pride and awareness.
- The logistics of home tours were discussed in detail. Ken asked about liability issues, which Brandy confirmed were covered under Preservation Utah's general liability and volunteer insurance. Commission inquired about managing visitor flow and restrictions, with Brandy explaining they use ribbon barriers, multiple meetings with homeowners, and sometimes help elderly homeowners prepare spaces for tours. All marketing clearly states that ADA access cannot be guaranteed due to the historic nature of homes.
- George asked about the benefits of conducting tours. Brandy explained they serve as fundraisers for Preservation Utah while helping homeowners share their properties' stories and building

community connections. She provided the dates for 2026 tours: May 16th in South Temple and October 17th in Poplar Grove.

- The commission discussed their annual Sauerkraut Days walking tour. Brendan asked how Preservation Utah could support this event. Brandy suggested considering interior home tours as part of the celebration and mentioned Spring City's Heritage Days as a successful model combining historic home tours with festivals and art shows.
- Discussion about the commission's relationship with the city revealed they are still evolving in their role. George explained that while the previous commission focused on historical markers, the current members are interested in identifying historic structures and potentially getting them on the registry. He shared his personal challenge in determining what makes his 1897 home, which housed an early bishop, significant enough for the registry.
- Brandy offered to connect the commission with others doing similar work and suggested attending the statewide preservation conference in Ogden on June 12th for networking opportunities. She also offered to facilitate connections for establishing a 501(c)(3) if volunteers emerge interested in creating a nonprofit preservation organization.
- As the presentation concluded, Brandy emphasized the importance of starting simply by identifying 5-10 of the oldest houses and approaching owners to express appreciation for their properties. She committed to following up with resources and support, particularly around the potential 501(c)(3) formation and information sharing about successful historic home tours.

➢ **<u>Item No. 3 Discussion on length of time HPC Chair should serve in said position.</u>**

- Due to time constraints and the full agenda, the commission agreed to postpone this discussion to their next meeting. Skarlet Bankhead noted that the commission has existing bylaws that address chair terms, though they haven't been updated in approximately 10 years and need revision to reflect current positions and office locations and commission process standards

➢ **<u>Item No. 4 Plans for next year that will require budget considerations from City Council.</u>**

- George initiated discussion about budget needs, suggesting commissioners should have identifying shirts when approaching homeowners about historic designation. He emphasized the importance of appearing official and connected to both the city and historic preservation efforts. Skarlet confirmed this could likely come from their existing budget, suggesting they review catalogs and work with Logo Shop for production.
- The commission discussed transportation needs for Sauerkraut Days tours. George noted challenges from the previous year and the need for 12-15 passenger vans rather than the vehicles they had received. He volunteered to contact Todd Beutler at CVTD (Cache Valley Transit District) about vehicle availability, as they had previously provided both vehicles and drivers.
- Budget planning for signage was discussed extensively. Wes calculated that with approximately 15 historic buildings on the tour route at $25 per H-frame sign, the cost would be $375-$450. The commission debated whether signs should be individualized for each property or generic for reuse. Skarlet suggested using generic signs reading "Providence Historic Site" with poster board additions for specific information. Wes volunteered to research pricing from local vendors.
- Brendan raised the June 12th preservation conference in Ogden, with registration fees estimated at $25 per person.

- Discussion of digitizing historic books revealed that USU Special Collections has equipment available for public use with staff guidance. Brendan offered to volunteer for the digitization process, acknowledging it would be time-consuming work. George noted that he would be willing to help.
- Wes accepted an assignment to get pricing for the war memorial update plaque at Zollinger Park that had been previously designed but not produced.
- Skarlet Bankhead emphasized the urgency of budget planning, noting that initial proposals needed to be ready soon for Ryan's budget preparation. The first public hearing would be in May, with final budget approval in June. The commission agreed to reconvene in March with specific cost estimates for all discussed items.
- Additional budget considerations recap included:
    - June 12th conference registration fees
    - Commission shirts for official representation
    - Van rentals for Sauerkraut Days tours (with enterprise quotes showing 15-passenger vans requiring advance arrangement from Salt Lake)
    - H-frame signs for historic property identification during tours
    - Potential costs for historic property plaques similar to those created by Sue's mother featuring artistic home renderings with house numbers.
- Brendan Lee mentioned the William G. Palmer Roy Foundation's grant and would talk about it next time
- The commission scheduled their next meeting for March 4th, 2026, to focus on finalizing budget proposals. They agreed to bring specific cost estimates and pricing research to that meeting.

Motion to adjourn meeting. – Sue Baker. 2nd- Wes Theurer.
Vote:
Yea- Brendan Lee, Susan Baker, George Wootton, Karen Brooks, Ken Thigpen & Wes Theurer.
Nay-
Abstained-

Motion passes, meeting adjourned.

Next meeting scheduled for March 4th @ 6 pm.

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

Minutes approved by vote of Commission on 4th day of March 2026.

Ty Cameron, City Recorder.