



160 SOUTH MAIN
FARMINGTON, UT 84025
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FARMINGTON CITY
HISTORIC PRESERVATION COMMISSION MEETING AGENDA

Monday, May 18, 2026

6:00 PM | 160 S Main St. Farmington 84025

1. REVIEW HPC Bylaws draft
2. UPDATES/DISCUSSION Festival Days booth and parade
3. Approval of minutes from March 23, 2026 and April 27, 2026
4. Other items.

CERTIFICATE OF POSTING I hereby certify that I posted a copy of the foregoing Notice and Agenda at Farmington City Hall, Farmington City website www.farmington.utah.gov and the Utah Public Notice www.utah.gov/pmn. Posted on May 15, 2026. Carly Rowe, Planning Secretary

FARMINGTON CITY HISTORIC PRESERVATION COMMISSION MINUTES

Monday March 23, 2026 | 160 S. Main St.

Present: Elise Allred, Shauna Wardrop, Baylee Montgomery, Steffanie Sanders, Wes Holmes, Melissa Layton, Shannon Hansell

- 1. Nomination of HPC Secretary**
 - a. **Baylee Montgomery** nominated, unanimous vote

- 2. Discussion on Lagoon property and farm equipment**
 - a. Discussion of Pergola to cover farm equipment possibly to be displayed on Museum property or Old mill.

- 3. Discussion of Clark Home 361 W State street and tear down at 398 W State street**

- 4. Troubleshooting and Discussion of the Plaque Program**
 - a. **Elise Allred** – The city attorney brought attention to the possible liability of damage to people's homes.
 - b. **Shauna Wardrop** Discussed non-invasive ways to display plaque at homes.

 - c. **Shannon Hansell** Will follow up with the City attorney to approve appropriate wording on Plaque Program handout to relieve city and commission of liability.

- 5. David Barney Storage**
 - a. Planning and discussion on members of HPC going through David Barney's storage unit that has paperwork, supplies, posters, etc.

- 6. Festival Days set up**
 - a. **Elise Allred** – assigns **Stephanie Saunders** to plan and **Wes Holmes** to assist in execution and planning of Festival Days tent.
 - b. Ideas about using some materials found in Museum and David Barney storage to display
 - c. **Wes Holmes** floats idea of fund raising with our display
 - d. **Elise Allred** discusses possible use of HPC funds to make the display exciting and offer more interaction with public
 - e. Ideas discussed: drawing for painting for home, pioneer primary program, interfaith program, pioneer games
 - f. **Stephanie Saunders** – Asks HPC members to think of a theme for our pop-ups to give direction to how to plan.

- 7. Approval of January 2026 meeting of HPC approved**
 - a. Unanimous vote of the following:
 - b. **Wes Holmes** motions to approve the minutes
 - c. Seconded by **Baylee Montgomery**

- 8. Stephanie Saunders discussion of Museum resources**

- a. Discussion of American Alliance of Museums digitising, succession planning, for resources to present to the Farmington Museum.
- b. **Elise Allred** – Directs **Stephanie Saunders** to send information to Annette Tidwell at the Museum.

9. Discussion of creating a History of the Historic Preservation Commission

- a. **Wes Holmes**: encouraged research into the efforts of David Barney and Annette Tidwell to preserve Farmington City history

10. Discussion on Native American representation in the Museum

- a. **Wes Holmes**: encouraged finding Davis County stories and artifacts to display alongside pioneer memorabilia
- b. **Stephanie Saunders** advised working with Natural History Museum

11. Email from Church of Jesus Christ of Latter-day Saints about church history sites

- a. Rock Mill, Rock Church, Old Mill discussed as sites
- b. **Shauna Wardrop** accepted an assignment to make a list of sites then discuss with HPC members.

12. Discussion of 209 E 200 N demolition permit

- a. **Shannon Hansell** has spoken with contractor to allow city and HPC members to pull certain items (i.e. doors, trims, etc) possibly
- b. **Shauna Wardrop, Wes Holmes** volunteered to document home, **Elise Allred** also to attend documentation

11. Adjournment

FARMINGTON CITY HISTORIC PRESERVATION COMMISSION MINUTES

Monday April 27, 2026 | 160 S. Main St.

Present: Elise Allred, Baylee Montgomery, Wes Holmes, Liz Holmes, Melissa Layton, Shannon Hansell

Excused: Leslie Humphries, Shauna Wardrop

1. Vote on Lagoon owned barn 255 W State Street

- a. **Melissa Layton** updated commission about city council discussion that the barn does not warrant action from city
- b. **Baylee Montgomery** motioned to remove barn from agenda of commission, **Liz Holmes** second, unanimous vote

2. Clark Home at 361 W State Street tax sale fees have been paid, no further action at this time

3. Shannon Hansell overviews bylaws of HPC and purposes changes

. Discussion on proposed changes

- i. HPC.20 (b) Terms from three to four years, ~~first day of January~~ "day of resolution"
- ii. HPC.50 I shall "may" conduct or cause, shall "may" be updated
- iii. HPC.50 (e) update to media material language and public outreach methods
 - a. **Wes Holmes** suggests presentation by Dave Peterson on bylaws for the HPC

4. Festival Days discussion

. Booth set-up

. Booth spot is reserved by city, **Shannon Hansell** to double check

- i. Doors for display, discussion on procurement
- ii. **Stephanie Saunders** (email) outlines game ideas, quiz and prizes, art commission drawing
- iii. **Melissa Layton** floats idea of using funds for certificates at Main Street business to be used in a drawing, **Baylee Montgomery** assigned outreach
 - a. Parade Vehicle and Trailer volunteered by **Wes Holmes**, "72 Plymouth Grand Fury and antique trailer.Magnetic posters available to attach to trailer
 - b. Budget available
 - . \$6000, available. Funds should be used by July
 - c. Pamphlet with causes printed for booth as a handout.Old rock mill museum funds, Rock Mill area plan awareness
 - i. Plaque Program - how, why, etc
 - ii. Call for Farmington Fire memorabilia to display at the new station
 - iii. Search for historic home owners to open homes for "Christmas Historic Farmington Home tour"

5. Shannon Hansell discusses UDOT funds from tear down at 398 W State Street

. Initial discussion between **Shannon Hansell** and UDOT about funds promised will be a reimbursement

. For example funds may be used to digitize documents at the museum, those are submitted to UDOT then reimbursed

- a. UDOT reimbursement funds are only to be used for museum
- b. Further discussion with UDOT about this to follow

6. General Discussion about City Council and Mayor's vision on downtown Farmington, no action

. Wells Fargo Bank building to be sold this summer

7. Melissa Layton presents her experience at the new St. George Fire Station

. Historic emphasis was inspirational, Melissa hopes the Commission can replicate some elements for the new station in West Farmington

- a. HPC to possibly collect memorabilia, relics, pictures, stories to display

8. Adjournment – 7:10 motion by Baylee Montgomery

EXHIBIT "A"

FARMINGTON CITY HISTORIC PRESERVATION COMMISSION

RULES AND REGULATIONS

Approved and Adopted 02/19/1997

Amended: 11/01/2000 and X/X/2026

FARMINGTON CITY HISTORIC PRESERVATION COMMISSION RULES AND REGULATIONS

HPC.10 Purpose

HPC.20 Members

HPC.30 Organization and Procedure

HPC.40 Sub-Committees

HPC.50 Duties

HPC.60 Amendments

HPC.10 Purpose

The purpose of the Historic Preservation Commission is to assist the City in identifying, preserving, protecting, and enhancing historic buildings, sites, monuments, streetscapes and landmarks within the City which are deemed architecturally or historically significant in order to protect and preserve such structures and sites for the use, observation, education, pleasure and general welfare of the present and future residents of the City.

HPC.20 Members

(a) Number. The Historic Preservation Commission shall consist of a minimum of five (5) members who shall have a demonstrated interest, competence or knowledge in historic preservation or architecture. When possible two (2) Commission members may be "professionals" from the disciplines of history, architecture, or architectural history as defined by the National Park Service regulations.

(b) Term. Each member of the Commission shall be appointed by Resolution of the City Council to staggered terms of four (4) years commencing on the day of resolution approval. The City Council may reappoint members to successive terms on the Commission.

(c) Removal. Members shall serve at the pleasure of the City Council and may be removed with or without cause by majority vote of the City Council.

(d) Vacancies. Vacancies on the Commission occurring for reason of death, resignation, removal, or disqualification of a member shall be promptly filled by the City Council in accordance with the procedures for appointment for the unexpired term of such member.

(e) Compensation. Members shall serve without compensation, provided that members may be reimbursed for reasonable and necessary expenses incurred in the performance of their duties as determined appropriate and approved by the City Council.

HPC.30 Organization and Procedure

I Chairperson. The Commission shall elect one of its members as chairperson to oversee the proceedings and activities of the Commission. The chairperson shall serve a one-year term, at which point they may be re-elected or the Commission may select a new chair. The chairperson may be re-elected for the duration of their term, should the Commission choose. The chairperson shall be a voting member of the Commission. The Commission may appoint other members to act as officers.

(a) Meetings. The Commission shall meet at least twice each year. Meetings of the Commission may be called by the Chairperson, a majority of the members of the Commission, the Mayor, or the City Manager. Meetings shall be conducted in accordance with Robert's Rules of Order.

(b) Open Meetings. Meetings of the Commission shall be conducted in accordance with the Open Public Meetings laws of the State of Utah, including public notification of meeting place, time, and agenda items. The Commission shall keep a public record of its proceedings, and all minutes of the meetings and decisions of the Commission shall be filed in the office of the City Recorder as public records open to inspection in accordance with the Farmington City Government Records Access and Management Ordinance.

(c) Quorum. No official business of the Commission shall be conducted except in the presence of a properly constituted quorum. A quorum shall consist of the attendance of not less than a majority of the voting members.

HPC.40 Sub-Committees

Sub-committees of the Historic Preservation Commission may be established to assist the Commission in meeting its overall objectives, Sub-committees shall be established and sub-committee members appointed by resolution of the City Council upon recommendation of the same by the Historic

Preservation Commission. Sub-committee members shall serve for a term of two (2) years, and may be reappointed by the City Council for successive terms. Sub-committee members appointed to assist with a specific task or project shall have an appointment term not to exceed one (1) year for such task or project, provided such term may be extended by the City Council. Each sub-committee shall appoint a Chairperson and Secretary to assist in administrative responsibilities of the sub-committee.

HPC.50 Duties

The Commission shall perform the following duties and any other duties as designated by the City Council.

I Survey and Inventory Community Historic Resources. The Historic Preservation Commission may conduct or cause to be conducted a survey of the historic, architectural and archeological resources within the City. The survey shall be compatible with the Utah Inventory of Historic and Archeological Sites. Survey and inventory documents shall be maintained and open to the public in accordance with the Farmington City Government Records Access and Management Ordinance. The survey may be updated at least once every ten (10) years.

(a) List of Historic Buildings and Sites. The Historic Preservation Commission shall establish and maintain a list of Historic Buildings and Sites within the City in accordance with Farmington City Zoning Ordinances regarding the same, known as the "Farmington Historic Sites List."

(b) Historic Landmark Register. The Historic Preservation Commission shall establish and maintain a Historic Landmark Register designating significant historic sites within the City in accordance with Farmington City Zoning Ordinances regarding the same, known as the "Farmington Historic Landmark Register."

(c) Review Proposed Nominations to the National Register. The Historic Preservation Commission shall review and comment to the State Historic Preservation Office on all proposed National Register nominations for properties within the boundaries of the City. When the Historic Preservation Commission considers a National Register nomination which is normally evaluated by professionals in a specific discipline and that discipline is not represented on the Commission, the Commission will seek expertise in this area before rendering its decision.

(d) Provide Advice and Information. The Historic Preservation Commission shall act as an advisory committee to City officials, departments and committees regarding the identification and protection of local historic and archeological resources.

(e) Provide Assistance. The Commission will help sponsor historic home tours and help educate citizens regarding historic preservation and the community's history. The Commission shall assist with local preservation projects including, but not limited to, the creation of historic districts, , and the creation of public engagement materials and events about Farmington History.

(I) Support of Enforcement Provisions. The Historic Preservation Commission shall support the enforcement of all State laws relating to historic preservation, including, but not limited to Utah Code Ann. § 17A-3-1301, et seq., as amended, regarding the Historic District Act; Utah Code Ann. § 9-8-301, et seq., as amended, regarding the protection of Utah antiquities; and Utah Code Ann. § 9-8-401, et seq., as amended, regarding notification of the State Historic Preservation Office of any known proposed action which will destroy or affect a site, building or object owned by the State of Utah and included on or eligible for the State or National Registers.

(g) Annual Update. The Historic Preservation Commission shall report its activities to the City Council annually, and as otherwise requested by the City Council.

HPC.60 Amendments

The Commission may amend these rules and regulations in accordance with the provisions set forth herein for governing the conduct of its business. All such rules and regulations shall be submitted to the City Council for review and approval by resolution.