Staff Report

PLANNING DIVISION
COMMUNITY & ECONOMIC DEVELOPMENT

To: Salt Lake City Historic Landmark Commission

From: Lex Traughber – Senior Planner
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Date: December 3, 2015

Re: Petition PLNPCM2015-00149, Fine Tuning of Local Historic District Designation (LHD) Process

ZONING ORDINANCE TEXT AMENDMENT

REQUEST: A request by Mayor Ralph Becker to fine tune and clarify regulations regarding the designation of local historic districts in section 21A.34.020(C). Changes proposed are to address issues with the designation process as well as to make the process more transparent from the outset. The changes would apply citywide.

RECOMMENDATION: Planning Staff recommends that the Historic Landmark Commission forward a positive recommendation to the City Council regarding the amendments to sections 21A.34.020(C) and related provision in Title 21A-Zoning as proposed.

MOTION: Based on the analysis and findings listed in this staff report, testimony and the proposal presented, I move that the Commission forward a positive recommendation to the City Council regarding the amendments to section 21A.34.020(C) and related sections as proposed. The Commission finds that the proposed project complies with the review standards as demonstrated in Attachment F of this staff report.

BACKGROUND AND PROJECT DESCRIPTION:
In 2010, in response to concerns of residents in the Yalecrest neighborhood, primarily concerning demolitions and neighborhood wide local historic district regulations, the State legislature enacted a moratorium on local historic districts in first class cities in Utah. Salt Lake City was directed to improve the designation process that was in place at that time.

As a result, in November 2012, Salt Lake City implemented a new process for local historic district designation. Briefly, the process that was established consists of the initiation of an application by a property owner, Mayor or City Council, an initial Planning Director's Report to the City Council, a property owners meeting, a community meeting (open house), followed by the consideration of the Historic Landmark Commission, the Planning Commission, a property owner opinion ballot, and final action by the City Council. A flowchart of the current designation process is attached – Attachment A.

Since the time of the adoption of the new process for the designation of new local historic districts in 2012, nine new local historic districts have been through the process with varying degrees of success. Attached is a map (Attachment B) that shows the four new districts that have been created (Normandie Circle, Upper Harvard Yale Park Plat A, Harvard Park, and Princeton Park). The map also shows four districts (Yale Park, Uintah Heights, Upper Yale 2nd Addition, and Upper Yale) that proceeded through the designation process but were withdrawn at the request of the applicant prior to a decision being made by the City Council. Two other proposed districts (Harvard Heights & Hillside Park) are currently in the process. Finally, City Creek Canyon/Memory Grove was designated as a local historic district as well. Through the administration of these requests, it has become apparent to Planning Staff, as well as members of the public, that the regulations need some modification to make the process more defined, clear and transparent. Through the various recent designation processes, Planning

Staff kept a running list of items/issues to address in this fine tuning petition.

In the Spring of 2015, late in the State legislative session, SB206 was initiated and would have mandated consent of 70% of property owners in any given proposed district to create a new local historic district. The bill did not pass, however the bill was further impetus to modify the process that the city currently has in place.

City Council Resolution 32 of 2015 (Attachment C), adopted in October 2015, reaffirmed the Salt Lake City Council's commitment to comprehensive public involvement and transparency in establishing local historic districts. The resolution outlined several points that were to be incorporated into the public process for establishing a new local historic district; these points have in fact been addressed in the current proposal.

The proposed changes to Title 21A.34.020(C) and related sections are included with this staff report for review (Attachment D). A proposed local historic district designation flowchart is also attached to illustrate the proposed amendments (Attachment E).

KEY ISSUES/DISCUSSION:
The key issues listed below have been identified through the analysis of the project, public input, and department review:

Issue 1: The application initiation threshold of 15% is too low and results in too few property owners being aware of the potential local historic district until the process is well underway.

Proposed change to address this issue:

- The application initiation threshold is proposed to be increased to a minimum of 30%. In other words, signatures would need to be obtained from property owners representing ownership of 30% of the parcels in the proposed district to initiate a request for a local historic district.

Issue 2: In general, the local historic district designation process is not readily transparent at the outset resulting in too few property owners being aware of the preparation of an application for a proposed local historic district.

Proposed changes to address this issue:

- A "pre-application conference" would be required prior to the submittal of an application. A potential applicant would be required to attend a pre-application conference with planning staff to discuss the boundaries of the proposed district and the designation process in general.

- Following the "pre-application conference" and prior to the submittal of an application, the City would send an informational letter/fact sheet to owners of record for each property potentially affected by a forthcoming application outlining the designation process and how property owners can participate in the process. The purpose of this letter/fact sheet is to give property owners notice that local historic district designation may be pursued and to expect being approached for signature gathering. It will also give property owners correct information of what it means to be in a local historic district.

- The timeframe for signature gathering for application initiation would he decreased from 180 days to 90 days. This would keep the issue relevant without prolonged uncertainty for affected property owners.

- Following the receipt of an application, the City would send a "Notice of Designation Application Letter" to owners of record in the designation boundary stating that an application had been submitted. The purpose of this letter/fact sheet is to give property owners notice that an application had been received by the City and the designation process would commence. Likewise, after 90 days without an application being filed with the City, a letter would be sent stating that no application was reeeived.

Issue 3: The application initiation process has ambiguities concerning who can sign the initiation application.

Proposed change to address this issue:

- Specify that only one owner of any given property is required to sign the initiation application in order for that parcel to be included in the proposed 30% minimum threshold.

Issue 4: Change terminology from "public support" to "property owner opinion". The term "public support" used throughout the Zoning Ordinance section concerning the local historic district designation process, particularly in terms of balloting, is misleading and needs to be clarified.

Proposed changes to address this issue:

- The term "public support" indicates that the general public is involved in the local historic district designation decision when in fact it is not. Further, the term implies that a given local historic district is supported when in fact it may not be. To resolve this issue, the term "public support" will be changed to read "property owner opinion" throughout the Zoning Ordinance text as it relates to the local historic district process.

- Clarify that each individual property in the proposed local historic district boundary will receive only one property owner opinion ballot.

Issue 5: Time Limitation on Amendments. There has been considerable public concern that the one year limitation imposed by the zoning ordinance for reconsideration of the same or substantially the same proposal for a local historic district is too short of a time frame, and certain neighborhoods/residents will be under constant pressure to implement a preservation overlay zone.

Proposed change to address this issue:

- In Section 21A.50.060 – Limitation of Amendments, increase the amount of time between application submittals for local historic districts and thematic designations requests to two years instead of one in order to allow for more of a "cooling off" period between proposals.

NEXT STEPS:

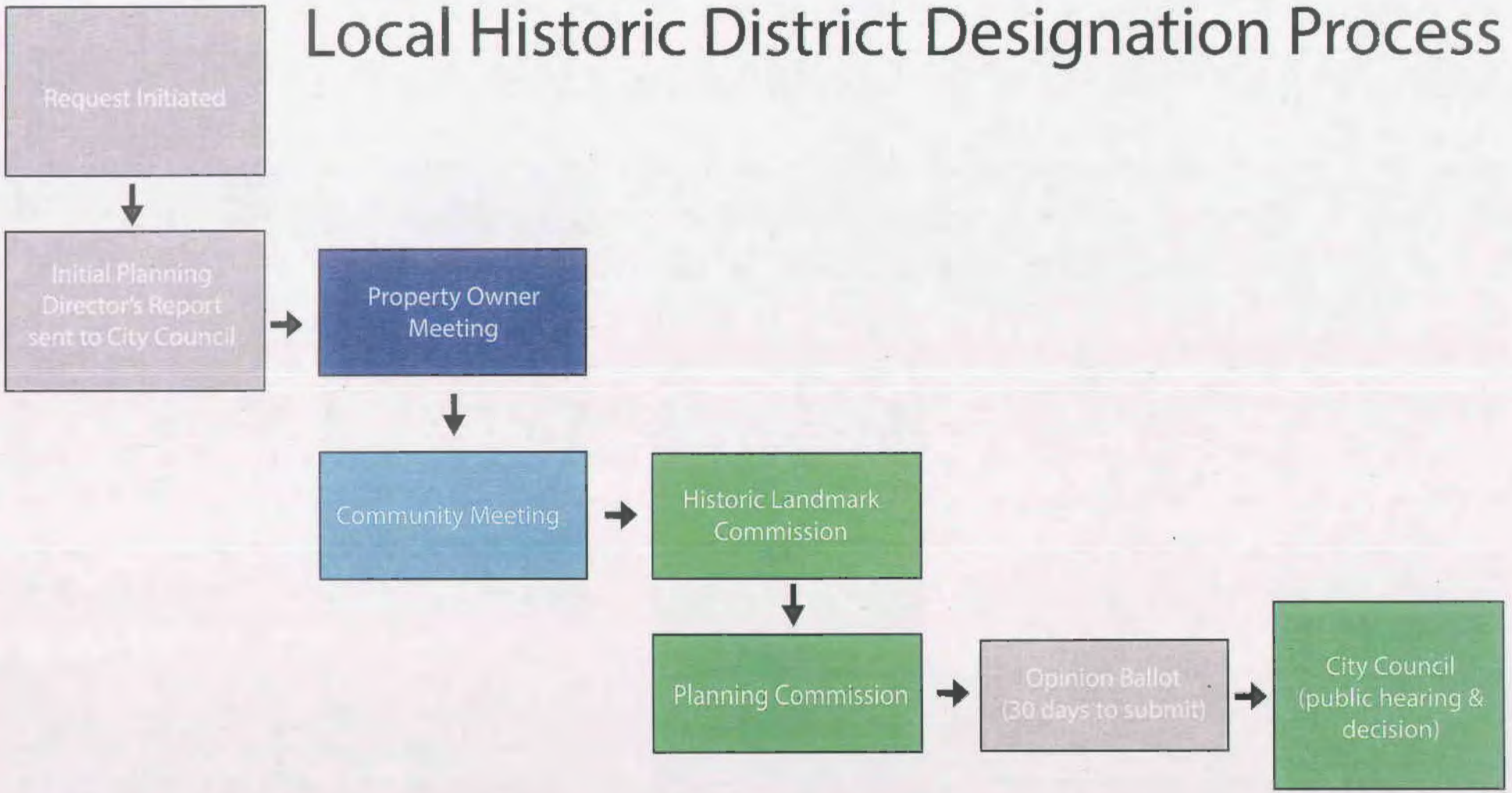
The recommendations of the Historic Landmark Commission and the Planning Commission will be sent on to the City Council for a decision.

ATTACHMENTS:

- **A.** Current LHD Process Flowchart
- **B.** Yalecrest LHD Map
- **C.** City Council Resolution 32 of 2015
- **D.** Proposed Text Amendments
- **E.** Proposed LHD Process Flowchart
- **F.** Analysis of Standards
- **G.** Public Process and Comments
- **H.** Motions

ATTACHMENT A: CURRENT LHD PROCESS FLOWCHART

Local Historic District Designation Process

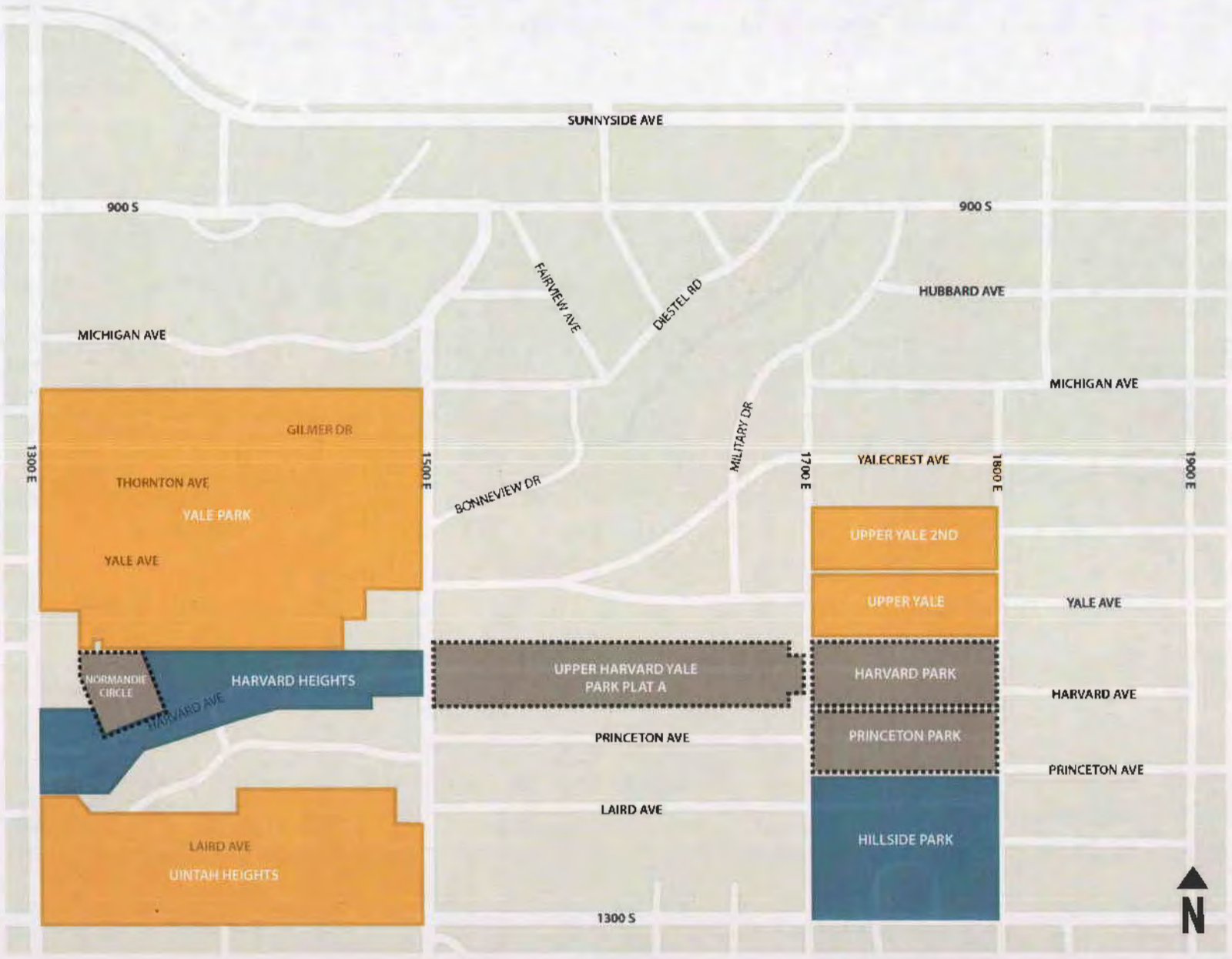


Property owners within the proposed LHD notified by mail

Property owners within the proposed LHD & property owners and residents within 300 ft. notified by mail

Property owners within the proposed LHD & property owners and residents within 300 ft. notified by mail

ATTACHMENT B: YALECREST LHD MAP



YALECREST

LOCAL HISTORIC DISTRICT APPLICATIONS

MAP KEY

- Adopted Local Historic Districts
- Local Historic District Applications
- Withdrawn Local Historic District Applications

ATTACHMENT C: CITY COUNCIL RESOLUTION 32 OF 2015

Resolution 32 of 2015

Click here to view entire resolution

RESOLUTION 32 OF 2015
Reaffirming the Salt Lake City Council's Commitment to
Comprehensive Public Involvement and Transparency
in Establishing Local Historic Districts

WHEREAS, the Salt Lake City Council supports the valuable role of public participation in our democratic process, as evidenced by the City's launch of a 2009 formal transparency initiative and adoption of the City's Open Government Policy; and

WHEREAS, practices that promote increased public engagement in the operations of the City help foster public trust; and

WHEREAS, a consistent, predictable public process that involves all property owners is essential when a proposed Local Historic District is submitted to the City Council for consideration; and

WHEREAS, a key element of this public process is providing accurate and equal access to information to the public and to property owners within an area proposed to be designated as a local historic district when a request for such designation first begins; and

WHEREAS, a transparent and open process is needed to ensure all interested parties are able to voice their opinions in a timely manner based upon all available and relevant information; and

WHEREAS, the City Council strongly supports a fair public process that is transparent and accessible to everyone.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Salt Lake City, Utah:

1. The Council intends to incorporate by ordinance the following steps as part of the public process for establishing a Local Historic Districts (LHD):

A. the LHD designation process must be clearly described on the City's Historic Preservation webpage;

B. the contact information for City Staff assigned to an LHD must be included on the webpage;

C. after a pre-submission meeting is held with an applicant wishing to establish an LHD, the City must send a letter to all property owners within the proposed LHD which includes an LHD fact sheet, staff contact name and information, and an outline of the public process;

D. the letter described above must be sent before signatures may be gathered on a petition to establish an LHD as provided in Section 21A.34.020 of the Salt Lake City Code; and

E. the Planning Director's Report, referenced in Subsection 21A.34.020.C.4, *Salt Lake City Code*, must certify that the letter was sent to all property owners within a proposed LHD.

2. The Council directs Council staff to initiate a petition to amend the City's zoning ordinance to include the foregoing requirements.

3. A Planning Director's report which does not include the foregoing requirements is not in the public interest and may result in denial of an associated application for establishing an LHD.

Passed by the City Council of Salt Lake City, Utah, this 6th day of October, 2015.

ATTACHMENT D: PROPOSED TEXT AMENDMENTS

Proposed amendments to Section 21A.34.020C

C. Designation Of A Landmark Site, Local Historic District Or Thematic Designation; H Historic Preservation Overlay District:

1. Intent: Salt Lake City will consider the designation of a landmark site, or thematic designation in order to protect the best examples of historic resources which represent significant elements of the city's prehistory, history, development patterns or architecture. Designation of a local historic district must be in the best interest of the city and achieve a reasonable balance between private property rights and the public interest in preserving the city's cultural, historic, and architectural heritage. The city council shall determine that designation of a landmark site, local historic district or thematic designation is the best method of preserving a unique element of history important to understanding the prehistory or history of the area encompassed by the current Salt Lake City corporate boundaries.

2. City Council May Designate Or Amend Landmark Sites, Local Historic Districts Or Thematic Designations: Pursuant to the procedures in this section and the standards for general amendments in section 21A.50.050 of this title the city council may by ordinance apply the H historic preservation overlay district and:

a. Designate as a landmark site an individual building, structure or feature or an integrated group of buildings, structures or features on a single lot or site having exceptional importance to the city, state, region or nation and impart high artistic, historic or cultural values. A landmark site clearly conveys a sense of time and place and enables the public to interpret the historic character of the site;

b. Designate as a local historic district a contiguous area with a minimum district size of one "block face", as defined in section 21A.62.040 of this title, containing a number of sites, buildings, structures or features that contribute to the historic preservation goals of Salt Lake City by protecting historical, architectural, or aesthetic interest or value and constituting a distinct section of the city;

c. Designate as a thematic designation a collection of sites, buildings, structures, or features which are contained in two (2) or more geographically separate areas that are united together by historical, architectural, or aesthetic characteristics and contribute to the historic preservation goals of Salt Lake City by protecting historical, architectural, or aesthetic interest or value; and

d. Amend designations to add or remove features or property to or from a landmark site, local historic district or thematic designation.

3. Pre-application Conference: Prior to the submittal of an application for the designation or amendment to a landmark site(s), local historic district(s) or thematic designation(s), a potential applicant shall attend a pre-application conference with Planning Director or designee. The purpose of this meeting is to discuss the merits of the proposed designation and the amendment processes as outlined in this section.

4. Notification of Affected Property Owners: Following the pre-application conference outlined in 21A.34.20(C)(3) and prior to the submittal of an application for the designation or amendment to a local historic district(s) or thematic designation(s), the city shall send by first class mail an informational letter/fact sheet to owners of record for each property potentially affected by a forthcoming application. Said informational letter/fact sheet shall be mailed after a potential applicant submits to the city a finalized proposed boundary of an area to be included in the H historic preservation overlay district. Once the city sends the informational letter/fact sheet, property owner signature gathering may begin per section 21A.34.020(C)(5)(b). The time period of validity for notification of affected property owners shall be 90 days, after which time another pre-application conference shall be conducted by a potential applicant and a new notification shall be mailed by the city.

~~3.~~ 5. Petition Initiation For Designation Of A Landmark Site, Local Historic District Or Thematic Designation:

a. Petition Initiation For H Historic Preservation Overlay District; Landmark Site: Any owner of property proposed for a landmark site, the mayor or the city council, by majority vote, may initiate a petition to consider the designation of a landmark site.

b. Petition Initiation For H Historic Preservation Overlay District; Local Historic District Or Thematic Designation: A property owner initiating such a petition shall demonstrate support of ~~fifteen percent (15%)~~ thirty percent (30%) or more of the ~~owners of~~ lots or parcels within the proposed boundaries of an area to be included in the H historic preservation overlay district. The mayor or the city council, by a majority vote, may initiate a petition to consider designation of a local historic district or thematic designation.

(1) For purposes of this subsection, a lot or parcel of real property may not be included in the calculation of the required percentage unless the application is signed by one owners ~~representing a majority of ownership~~ of record having interest in that lot or parcel.

(2) Each lot or parcel of real property may only be counted once toward the ~~fifteen percent (15%) minimum~~ thirty percent (30%), regardless of the number of owner signatures obtained for that lot or parcel.

(3) Signatures obtained to demonstrate support of ~~fifteen percent (15%) minimum~~ thirty percent (30%) or more of the property owners within the boundary of the proposed local historic district or thematic designation must be gathered within a period of ~~one hundred eighty (180)~~ ninety (90) days as counted between the date of the first signature and the date of the last required signature.

c. Fees: No application fee will be required for a petition initiated by a property owner for designation of a property to the H historic preservation overlay district.

6. Notice of Designation Application Letter: Following the receipt by the city of an application for the designation or amendment to a local historic district(s) or thematic designation(s), the city shall send a Notice of Designation Application Letter to owner(s) of record for each property affected by said application. If no application is received following the 90 day period of

property owner signature gathering, the city will send a letter to property owner(s) of record stating that no applicant had been filed.

4 7. Planning Director Report To The City Council: Following the initiation of a petition to designate a landmark site or a local historic district or thematic designation, the planning director shall submit a report based on the following considerations to the city council:

a. Whether a current survey meeting the standards prescribed by the state historic preservation office is available for the landmark site or the area proposed for a local historic district or thematic designation. If a suitable survey is not available, the report shall propose a strategy to gather the needed survey data.

b. The city administration will determine the priority of the petition and determine whether there is sufficient funding and staff resources available to allow the planning division to complete a community outreach process, historic resource analysis and to provide ongoing administration of the new landmark site, local historic district or thematic designation if the designation is approved by the city council. If sufficient funding is not available, the report shall include a proposed budget.

c. Whether the proposed designation is generally consistent with the purposes, goals, objectives and policies of the city as stated through its various adopted planning documents.

d. Whether the proposed designation would generally be in the public interest.

e. Whether there is probable cause to believe that the proposed landmark site, local historic district or thematic designation may be eligible for designation consistent with the purposes and designation criteria in subsection ~~C10~~ C15 of this section and the zoning map amendment criteria in section 21A.50.050, "Standards For General Amendments", of this title.

f. Verification that a letter was sent per section 21A.34.020 (C)(4) to all property owners within a proposed local historic district following the pre-submittal process outlined in section 21A.34.020(C)(3).

~~5~~ 8. ~~Community Outreach Process~~ Property Owner Meeting: Following the submission of the planning director's report and acceptance of the report by the city council, the planning division will conduct a community outreach process to inform the owners of property within the proposed boundaries of the proposed landmark site, local historic district or thematic designation about the following:

a. The designation process, including determining ~~the level of public support~~ public opinion, the public hearing process and final decision making process by the city council; and

b. Zoning ordinance requirements affecting properties located within the H historic preservation overlay district, adopted design guidelines, the design review process for alterations and new construction, the demolition process and the economic hardship process.

9. Open House: Following the Property Owner Meeting, the planning division will conduct an open house to inform the owners of property within the proposed boundaries of the proposed landmark site, local historic district or thematic designation about items 8(a) & 8(b) of this section.

~~8~~ 10. Public Hearing Process:

a. Historic Landmark Commission Consideration: Following the initiation of a petition to designate a landmark site or a local historic district, the historic landmark commission shall hold a public hearing and review the request by applying subsection ~~C10~~ C15, "Standards For The Designation Of A Landmark Site, Local Historic District Or Thematic Designation", of this section. Following the public hearing, the historic landmark commission shall recommend approval, approval with modifications or denial of the proposed designation and shall then submit its recommendation to the planning commission and the city council.

b. Planning Commission Consideration: Following action by the historic landmark commission, the planning commission shall hold a public hearing and shall recommend approval, approval with modifications or denial of the proposed designation based on the standards of section 21A.50.050 of this title, zoning map amendments and shall then submit its recommendation to the city council.

~~6~~ 11. Determination of ~~; Level Of Public Support~~ Property Owner Opinion:

a. Following the completion of the historic landmark commission and planning commission public hearings, the ~~planning division~~ city will deliver a ~~public support~~ property owner opinion ballot via first class mail to ~~all~~ property owners of record within the boundary of the proposed local historic district or thematic designation. The property owner opinion ballot is a non-binding opinion poll to inform the City Council of property owner interest regarding the designation of a local historic district. Each individual property in the proposed designation boundary, regardless of the number of owners having interest in any given property, will receive one property owner opinion ballot.

b. Property owners of record will have thirty (30) days from the postmark date of the ~~public support~~ property owner opinion ballot to submit a response to the ~~planning division~~ city indicating the property owner's support or nonsupport of the proposed designation.

c. A ~~certified~~ letter shall be mailed to all property owners within the proposed local historic district or thematic designation whose ~~public support~~ property owner opinion ballot has not been received by the ~~planning division~~ city within fifteen (15) days from the original postmark date. This follow up letter will encourage the property owners to submit a ~~public support~~ property owner opinion ballot prior to the thirty (30) day deadline date set by the mailing of the first ~~public support~~ property owner opinion ballot.

~~7~~ 12. Notification Of ~~Public Support~~ Property Owner Opinion: Following the determination of ~~the level of support~~ public opinion for the proposed designation, the ~~planning division~~ city will

send notice of the results to all property owners within the proposed local historic district or thematic designation.

e 13. City Council Consideration: Following the transmittal of the historic landmark commission and the planning commission recommendations and the determination of ~~public support~~ property owner opinion process, the city council ~~may~~ shall hold a public hearing to consider the designation of a landmark site, local historic district or thematic designation.

(1) Designation Of A Landmark Site: The city council may, by a majority vote, designate a landmark site.

(2) Designation Of A Local Historic District Or Thematic Designation:

(A) If the number of property owner opinion ballots received in support exceed the number of ballots received in opposition, the city council may designate a local historic district or a thematic district by a simple majority vote.

(B) If the number of property owner opinion ballots received in support do not exceed the number of ballots received in opposition, the city council may only designate a local historic district or a thematic district by a super majority vote.

(C) If the number of property owner opinion ballots received in support and in opposition is equal, the city council may only designate a local historic district or a thematic district by a super majority vote.

(3) Following Designation: Following city council designation of a landmark site, local historic district or thematic designation, all of the property located within the boundaries of the H historic preservation overlay district shall be subject to the provisions of this section. The zoning regulations will go into effect on the date of the publication of the ordinance unless otherwise noted on the adoption ordinance.

~~9~~ 14. Notice Of Designation: Within thirty (30) days following the designation of a landmark site, local historic district or thematic designation, the city shall provide notice of the action to all owners of property within the boundaries of the H historic preservation overlay district. In addition, a notice shall be recorded in the office of the county recorder ~~against~~ for all lots or parcels within the area added to the H historic preservation overlay district.

~~10~~ 15. Standards For The Designation Of A Landmark Site, Local Historic District Or Thematic Designation: Each lot or parcel of property proposed as a landmark site, for inclusion in a local historic district, or for thematic designation shall be evaluated according to the following:

a. Significance in local, regional, state or national history, architecture, engineering or culture, associated with at least one of the following:

(1) Events that have made significant contribution to the important patterns of history, or

(2) Lives of persons significant in the history of the city, region, state, or nation, or

(3) The distinctive characteristics of a type, period or method of construction; or the work of a notable architect or master craftsman, or

(4) Information important in the understanding of the prehistory or history of Salt Lake City; and

b. Physical integrity in terms of location, design, setting, materials, workmanship, feeling and association as defined by the national park service for the national register of historic places;

c. The proposed local historic district or thematic designation is listed, or is eligible to be listed on the national register of historic places;

d. The proposed local historic district contains notable examples of elements of the city's history, development patterns or architecture not typically found in other local historic districts within Salt Lake City;

e. The designation is generally consistent with adopted planning policies; and

f. The designation would be in the overall public interest.

~~11~~ 16. Factors To Consider: The following factors may be considered by the historic landmark commission and the city council to help determine whether the proposed designation of a landmark site, local historic district or thematic designation meets the criteria listed above:

a. Sites should be of such an age which would allow insight into whether a property is sufficiently important in the overall history of the community. Typically this is at least fifty (50) years but could be less if the property has exceptional importance.

b. Whether the proposed local historic district contains examples of elements of the city's history, development patterns and/or architecture that may not already be protected by other local historic districts within the city.

c. Whether designation of the proposed local historic district would add important knowledge that advances the understanding of the city's history, development patterns and/or architecture.

d. Whether approximately seventy five percent (75%) of the structures within the proposed boundaries are rated as contributing structures by the most recent applicable historic survey.

~~12~~ 17. Boundaries Of A Proposed Landmark Site: When applying the evaluation criteria in subsection ~~C10~~ C15 of this section, the boundaries of a landmark site shall be drawn to ensure that historical associations, and/or those which best enhance the integrity of the site comprise the boundaries.

~~13~~ 18. Boundaries Of A Proposed Local Historic District: When applying the evaluation criteria in subsection ~~C10~~ C15 of this section, the boundaries shall be drawn to ensure the local historic district:

a. Contains a significant density of documented sites, buildings, structures or features rated as contributing structures in a recent historic survey;

b. Coincides with documented historic boundaries such as early roadways, canals, subdivision plats or property lines;

c. Coincides with logical physical or manmade features and reflect recognized neighborhood boundaries; and

d. Contains nonhistoric resources or vacant land only where necessary to create appropriate boundaries to meet the criteria of subsection ~~C10~~ C15 of this section.

~~14~~ 19. Boundaries Of A Proposed Thematic Designation: When applying the evaluation criteria of this section, the boundaries shall be drawn to ensure the thematic designation contains a collection of sites, buildings, structures, or features that are united together by historical, architectural, or aesthetic characteristics and contribute to the historic preservation goals of Salt Lake City by protecting historical, architectural, or aesthetic interest or value.

Proposed amendments to Section 21A.50.060

21A.50.060: LIMITATION ON AMENDMENTS:

No application for an amendment to this title shall be considered by the city council or the planning commission within one year of the withdrawal by the applicant or final decision of the city council upon a prior application covering substantially the same subject or substantially the same property. In the case of a proposed local historic district or thematic designation per section 21A.34.020(C), the waiting period shall be two years. This determination shall be made by the zoning administrator upon receipt of an application pursuant to section 21A.50.030 of this chapter. This provision shall not restrict the mayor, the city council or the planning commission from proposing any text amendment or change in the boundaries of any of the districts in this title at any time. (Ord. 56-14, 2014)

Miscellaneous Changes to Various Sections of 21A.34.020 to Coordinate with Proposed Changes to 21.34.020(C)

21A.34.020: H HISTORIC PRESERVATION OVERLAY DISTRICT:

B. Definitions:

1. Local Historic District: A geographically or thematically definable area within the H historic preservation overlay district designated by the city council pursuant to the provisions of this section, which contains buildings, structures, sites, objects, landscape features, archeological sites and works of art, or a combination thereof, that contributes to the historic preservation goals of Salt Lake City.

2. Contributing Structure: A contributing structure is a structure or site within the H historic preservation overlay district that meets the criteria outlined in subsection ~~C10~~ C15 of this section and is of moderate importance to the city, state, region or nation because it imparts artistic, historic or cultural values. A contributing structure has its major character defining features intact and although minor alterations may have occurred they are generally reversible. Historic materials may have been covered but evidence indicates they are intact.

3. Noncontributing Structure: A noncontributing structure is a structure within the H historic preservation overlay district that does not meet the criteria listed in subsection ~~C10~~ C15 of this section. The major character defining features have been so altered as to make the original and/or historic form, materials and details indistinguishable and alterations are irreversible. Noncontributing structures may also include those which are less than fifty (50) years old.

4. Landmark Site: A landmark site is any site included on the Salt Lake City register of cultural resources that meets the criteria outlined in subsection ~~C10~~ C15 of this section. Such sites are of exceptional importance to the city, state, region or nation and impart high artistic, historic or cultural values. A landmark site clearly conveys a sense of time and place and enables the public to interpret the historic character of the site.

5. New Construction: The building of a new principal building within the H historic preservation overlay district or on a landmark site.

6. Demolition: Any act or process which destroys a structure, object or property within the H historic preservation overlay district or a landmark site. (See subsection B7 of this section.)

7. Demolition, Partial: Partial demolition includes any act which destroys a portion of a structure consisting of not more than twenty five percent (25%) of the floor area of the structure, and where the portion of the structure to be demolished is not readily visible from the street. Partial demolition also includes the demolition or removal of additions or materials not of the historic period on any exterior elevation exceeding twenty five percent (25%) when the demolition is part of an act of restoring original historic elements of a structure and/or restoring a structure to its historical mass and size.

8. Thematic Designation: A collection of individual sites, buildings, structures, or features which are contained in two (2) or more geographically separate areas that are united together by historical, architectural, or aesthetic characteristics and contribute to the historic preservation goals of Salt Lake City by protecting historical, architectural, or aesthetic interest or value.

9. Historic Resource Survey: A historic resource survey is a systematic resource for identifying and evaluating the quantity and quality of historic resources for land use planning purposes following the guidelines and forms of the Utah state historic preservation office.

a. Reconnaissance level surveys (RLS) is the most basic approach for systematically documenting and evaluating historic buildings in Utah communities and involves only a visual evaluation of properties.

b. Intensive level surveys (ILS) include in depth research involving research on the property and its owners, documentation of the property's physical appearance and completion of the Utah state historic office's historic site form.

10. Design Guidelines: The design guidelines provide guidance in determining the suitability and architectural compatibility of proposed maintenance, repair, alteration or new construction while at the same time, allowing for reasonable changes that meet current needs of properties located within the historic preservation overlay district. For architects, designers, contractors and property owners, they provide guidance in planning and designing future projects. For city staff and the historic landmark commission, they provide guidance for the interpretation of the zoning ordinance standards. Design guidelines are officially adopted by city council.

Section C is a separate document

D. The Adjustment Or Expansion Of Boundaries Of An H Historic Preservation Overlay District And The Revocation Of The Designation Of Landmark Site:

1. Procedure: The procedure for the adjustment of boundaries of an H historic preservation overlay district and the revocation of the designation of a landmark site shall be the same as that outlined in subsection C of this section.

2. Criteria For Adjusting The Boundaries Of An H Historic Preservation Overlay District: Criteria for adjusting the boundaries of an H historic preservation overlay district are as follows:

a. The properties have ceased to meet the criteria for inclusion within an H historic preservation overlay district because the qualities which caused them to be originally included have been lost or destroyed, or such qualities were lost subsequent to the historic landmark commission recommendation and adoption of the district;

b. Additional information indicates that the properties do not comply with the criteria for selection of the H historic preservation overlay district as outlined in subsection ~~C10~~ C15 of this section; or

c. Additional information indicates that the inclusion of additional properties would better convey the historical and architectural integrity of the H historic preservation overlay district, provided they meet the standards outlined in subsection ~~C10~~ C15 of this section.

3. Criteria For The Expansion Of An Existing Landmark Site, Local Historic District Or Thematic Designation: A proposed expansion of an existing landmark site, local historic district or thematic designation shall be considered utilizing the provisions of subsections ~~C10~~ C15 through ~~C14~~ C19 of this section.

4. Criteria For The Revocation Of The Designation Of A Landmark Site: Criteria are as follows:

a. The property has ceased to meet the criteria for designation as a landmark site because the qualities that caused it to be originally designated have been lost or destroyed or the structure has been demolished; or

b. Additional information indicates that the landmark site does not comply with the criteria for selection of a landmark site as outlined in subsection ~~C10~~ C15 of this section; or

c. Additional information indicates that the landmark site is not of exceptional importance to the city, state, region or nation.

L. Standards For Certificate Of Appropriateness For Demolition Of A Contributing Structure In An H Historic Preservation Overlay District: In considering an application for a certificate of appropriateness for demolition of a contributing structure, the historic landmark commission shall determine whether the project substantially complies with the following standards:

1. Standards For Approval Of A Certificate Of Appropriateness For Demolition:

a. The physical integrity of the site as defined in subsection ~~C10~~ C15 b of this section is no longer evident;

b. The streetscape within the context of the H historic preservation overlay district would not be negatively affected;

c. The demolition would not adversely affect the H historic preservation overlay district due to the surrounding noncontributing structures;

d. The base zoning of the site is incompatible with reuse of the structure;

e. The reuse plan is consistent with the standards outlined in subsection H of this section;

f. The site has not suffered from willful neglect, as evidenced by the following:

(1) Willful or negligent acts by the owner that deteriorates the structure,

(2) Failure to perform normal maintenance and repairs,

(3) Failure to diligently solicit and retain tenants, and

(4) Failure to secure and board the structure if vacant; and

g. The denial of a certificate of appropriateness for demolition would cause an "economic hardship" as defined and determined pursuant to the provisions of subsection K of this section.

2. Historic Landmark Commission Determination Of Compliance With Standards Of Approval: The historic landmark commission shall make a decision based upon compliance with the requisite number of standards in subsection L1 of this section as set forth below.

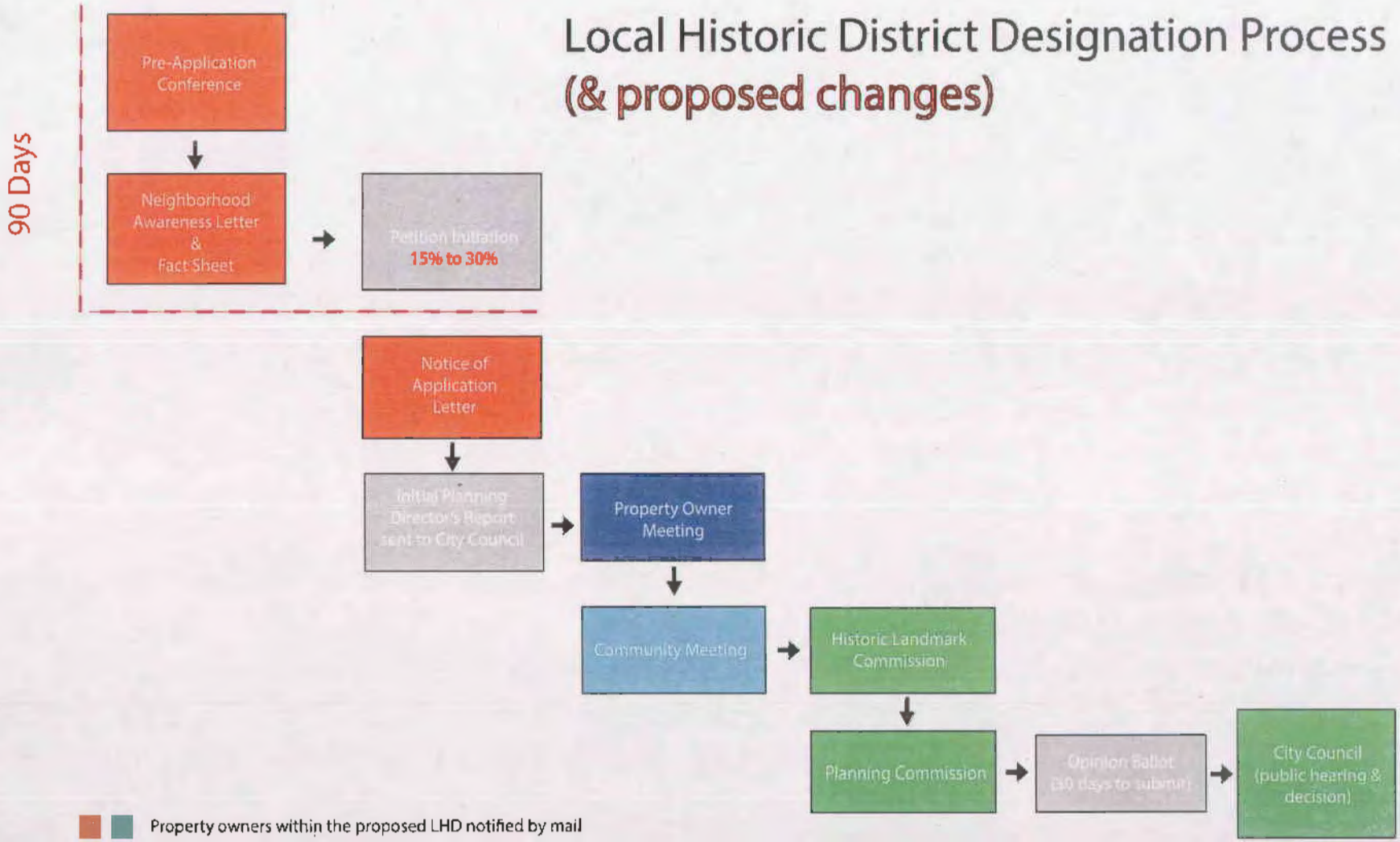
a. Approval Of Certificate Of Appropriateness For Demolition: Upon making findings that at least six (6) of the standards are met, the historic landmark commission shall approve the certificate of appropriateness for demolition.

b. Denial Of Certificate Of Appropriateness For Demolition: Upon making findings that two (2) or less of the standards are met, the historic landmark commission shall deny the certificate of appropriateness for demolition.

c. Deferral Of Decision For Up To One Year: Upon making findings that three (3) to five (5) of the standards are met, the historic landmark commission shall defer a decision for up to one year during which the applicant must conduct a bona fide effort to preserve the site pursuant to subsection M of this section.

ATTACHMENT E: PROPOSED LHD PROCESS FLOWCHART

Local Historic District Designation Process
(& proposed changes)



Property owners within the proposed LHD notified by mail

Property owners within the proposed LHD & property owners and residents within 300 ft. notified by mail

Property owners within the proposed LHD & property owners and residents within 300 ft. notified by mail

11.3.2015
Draft

ATTACHMENT F: ANALYSIS OF STANDARDS

21A.50.050: STANDARDS FOR GENERAL AMENDMENTS:

A decision to amend the text of this title or the zoning map by general amendment is a matter committed to the legislative discretion of the city council and is not controlled by any one standard.

A. In making its decision concerning a proposed text amendment, the city council should consider the following factors:

Standard	Finding	Rationale
Whether a proposed text amendment is consistent with the purposes, goals, objectives, and policies of the city as stated through its various adopted planning documents	**Complies**	The proposed text revisions are for the purpose of maintaining, updating, and clarifying the Zoning Ordinance, and as such are consistent with adopted city planning documents.
Whether a proposed text amendment furthers the specific purpose statements of the zoning ordinance	**Complies**	The proposed text amendments further the specific purpose statement for the H Historic Preservation Overlay District located in Title 21A.34.020 of the Salt Lake City Zoning Ordinance.
Whether a proposed text amendment is consistent with the purposes and provisions of any applicable overlay zoning districts which may impose additional standards	**Complies**	The proposed text amendments are consistent with the purposes and provisions of applicable overlay zoning districts, and help to clarify and improve the provisions of the local historic district designation process.
The extent to which a proposed text amendment implements best current, professional practices of urban planning and design	**Complies**	The framework and structure of Salt Lake City's zoning regulations and development standards are sound and do not require wholesale restructuring. However, at times code changes are processed due to land use policy changes adopted by the City or because of State enabling regulation changes. It is beneficial for Salt Lake City to make code revisions that lead to a greater ease of use and understanding. Clarifying the local historic district designation process is consistent with best practices with regard to public process and transparency.

ATTACHMENT G: PUBLIC PROCESS AND COMMENTS

Public Notice, Meetings and Comments
The following is summary of the public notice that has occurred, as well a list of meetings that have been held, and other public input opportunities, related to the proposed project.

Notice of the public hearing for the proposal include:
- Newspaper notification on November 17, 2015
- Notice mailed on November 19, 2015.
- Agenda posted on the Planning Division and Utah Public Meeting Notice websites on November 19, 2015.

Meetings
- November 17, 2015 - Land Use Task Force/League of Cities and Towns – The League has been informed of the proposed changes and is in support.
- An Open House was held on November 19, 2015.

Public Comments:
- Written public comments from the Open House that was held on November 19, 2015 are included for review. In general, concerns/issues were:
  - Supportive of the overall concept of more public outreach from the outset of the process.
  - Two suggestions for the elimination of proposed Pre-submittal conference.
  - Public input on the contents of the "Fact Sheet" sent out after the pre-submittal conference.
  - Overall time it takes to get a LHD request through the process – too long.
  - Clarifying that the property owner support ballot is secret.
  - Clarifying when the 90 days starts following a pre-application conference.
  - Unbuildable/sliver parcels should not receive a property owner support ballot.
  - Cooling off period – Remain at 1 year as the extra time allows for demolitions.
  - Suggestion to put a moratorium on building permits, demos, etc if the cooling off period is 2 years.
  - What is the meaning of "substantially the same request" in terms of the area subject to a cooling off period?
  - Provide training for the PC on LHDs.

- A telephone/email log of comments and concerns was kept and is attached.

OPEN HOUSE
SIGN IN SHEET

MEETING FOR: PLNPCM2015-00149, Fine Tuning of Local Historic District Designation Process
DATE: November 19, 2015

PLEASE PRINT

NAME	MAILING ADDRESS (INCLUDE ZIP CODE)	EMAIL ADDRESS
William G. Lapsley	1726 Laird Ave SLC, 84108	WGLapsley@MSN.Com
Todd Thorson	1588 E Princeton Ave SLC 84105	
Kim Childs	1655 E 900 S SLC 84105	kjchlds@aol.com
Vena Childs	1611 Harvard Ave SLC 84105	
Jan Schott	1769 Laird Ave SLC, UT 84108	teamschott@live.com
Jim Schott	1769 Laird Ave SLC, UT 84108	jfs_slc@comcast.net
Kelly White	1068 So 1700 E SLC, UT 84108	already have
Cindy Cromer	816 E 100 S SLC, UT 84102	3cinslc@live.com
Esther Hunter	337 South 1100 East	ECchair@live.com

OPEN HOUSE
SIGN IN SHEET

MEETING FOR: PLNPCM2015-00149, Fine Tuning of Local Historic District Designation Process
DATE: November 19, 2015

PLEASE PRINT

NAME	MAILING ADDRESS (INCLUDE ZIP CODE)	EMAIL ADDRESS
Cathy Kelner	1000 Military Dr. 84103	kelnergeo@msn.com
George Kelner	"	"
Kelly MARINAN	1766 Harvard Ave SLC 84108	—
Kathy Bick	1351 Normandie Cir. 84105	howze@xmission.com
JON DEWEY	1724 E PRINCETON AVE	jondewey@msn.com
Judy Krall	1356 Thornton Ave	judy.krall@use.utah.edu
Lynn K Pershing	1715 E. Laird Ave	Lkpershing@gmail.com
Steve Elliott	1735 LAIRD AVE	sbrownelliott@comcast.net
MONNIE ELLIOTT	1735 LAIRD AVE	sbrownelliott@comcast.net

OPEN HOUSE
SIGN IN SHEET

MEETING FOR: PLNPCM2015-00149, Fine Tuning of Local Historic District Designation Process
DATE: November 19, 2015

PLEASE PRINT

NAME	MAILING ADDRESS (INCLUDE ZIP CODE)	EMAIL ADDRESS
Valerie Vaughn	38 Hollywood Ave 84115	valerievaughn@yahoo.com
Hank & Francy Williams	1763 Herbert Ave 84108	hankwill@msn.com
Rick Oliver	1411 Laird Cir 84105	oliverrichard@comcast.net
Kate Hufferaker	Utah Heritage Found.	

OPEN HOUSE
PUBLIC COMMENT FORM

November 19, 2015

Planning and Zoning Division
Department of Community and
Economic Development

Fine Tuning of Local Historic District Designation Process – A request by Mayor Ralph Becker to fine tune and clarify regulations regarding the designation of local historic districts in Title 21A.34.020(C) and related code sections as necessary. Changes proposed are to address issues with the designation process as well as to render the process more transparent. The changes would apply citywide. Staff contact is Lex Traughber at 801-535-6184 or lex.traughber@slcgov.com Case number PLNPCM2015-00149

Name: Kim Childs

Address: 1655 E 900 S.
Salt Lake City, UT

Zip Code: 84105-1623

Phone: 801-581-1933 **E-mail:** kjchlds@aol.com

Comments: Some property owners, in addition to the parcel on which their house sits, own a second or perhaps even third smaller parcel of land adjacent to the main parcel. These owners should NOT be entitled to additional final votes, or in other words, they should not have more influence than their neighbors who have only one vote. I'm not sure this issue has been addressed in the draft version of Nov. 19, 2015.

Please provide your contact information so we can send notification of other meetings or hearings on this issue. You may submit this sheet before the end of the Open House, or you can provide your comments via e-mail at lex.traughber@slcgov.com or via mail at the following address: Lex Traughber, Salt Lake City Planning Division, 451 S. State Street, P.O. Box 145480, Salt Lake City, UT 84114-5480.

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Name: Kelly MARINAN

Address: 1766 Harvard Ave

Zip Code: 84108

Phone: _____ **E-mail:** kmarinan1@earthlink.net

Comments: I would like to see wording added that says "remnant parcels" or those very skinny lots that are too small for building a home - that those lots are not part of the balloting process. It's unfair when home owners have a house on one lot & a sliver of unbuildable land & get 2 "votes" in the process. Only buildable lots should weigh in. No "double voting" Thanks.

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Name: George Kelner

Address: 1000 Military Drive

Zip Code: 84105

Phone: 8015819157 **E-mail:** kelnergeo@msn.com

Comments: Why no timeline for the tail end of the process particularly for the city council vote. Currently there are several application awaiting some action by the city council but nothing as yet on their agenda. There should be a timeline, perhaps 6 months, for the city council to vote up or down on applications that have gone through the process.

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Name: Vera Childs

Address: 1611 Harvard Ave

Zip Code: 84105

Phone: 801-583-0317 **E-mail:** lneavk@yahoo.com

Comments: I would not like to see the waiting period changed from 1 to 2 years. That would give 12 more months for demolitions to occur. Also I like the proposed pre application Conference. That would be helpful. I'm also concerned that LHD's (already designated) could be reversed by the legislature. I would not want the

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initiating requirement to be any higher than 30% -

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Name: Katharine Biele

Address: 1351 Normandie Cir
SLC

Zip Code: 84105

Phone: 801-243-1185 **E-mail:** kbiele@xmission.com

Comments: Not in favor of a pre-application conference. The application itself sets off 2nd education period. Sec. 21A.50060 - "cooling off" period? This should be 2 time for more education & discussion.
* The need to educate the neighborhoods is paramount! Dispel the misinformation.

Please provide your contact information so we can send notification of other meetings or hearings on this issue. You may submit this sheet before the end of the Open House, or you can provide your comments via e-mail at lex.traughber@slcgov.com or via mail at the following address: Lex Traughber, Salt Lake City Planning Division, 451 S. State Street, P.O. Box 145480, Salt Lake City, UT 84114-5480.

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Name: Cindy Gromek

Address:

Zip Code:

Phone: **E-mail:** 3cinslc@live.com

Comments: Please allow public input on the generation of the fact sheet (step 2 - orange box)

Please provide your contact information so we can send notification of other meetings or hearings on this issue. You may submit this sheet before the end of the Open House, or you can provide your comments via e-mail at lex.traughber@slcgov.com or via mail at the following address: Lex Traughber, Salt Lake City Planning Division, 451 S. State Street, P.O. Box 145480, Salt Lake City, UT 84114-5480.

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Name: Jon Dewey

Address: 1724 E. Princeton Ave
SLC UT.

Zip Code: 84108

Phone: 582-7836 **E-mail:** jondewey@msn.com

Comments: I think these are very reasonable changes - thank you for your continued work on this

Please provide your contact information so we can send notification of other meetings or hearings on this issue. You may submit this sheet before the end of the Open House, or you can provide your comments via e-mail at lex.traughber@slcgov.com or via mail at the following address: Lex Traughber, Salt Lake City Planning Division, 451 S. State Street, P.O. Box 145480, Salt Lake City, UT 84114-5480.

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Name: Cathy Kelner

Address: 1000 Military Dr.
SLC

Zip Code: 84105

Phone: 801-581-9157 **E-mail:** Kelnergeo@msn.com

Comments: I would like to see a draft of the fact sheet you are working on for LHDs.

Please provide your contact information so we can send notification of other meetings or hearings on this issue. You may submit this sheet before the end of the Open House, or you can provide your comments via e-mail at lex.traughber@slcgov.com or via mail at the following address: Lex Traughber, Salt Lake City Planning Division, 451 S. State Street, P.O. Box 145480, Salt Lake City, UT 84114-5480.

Memorandum

Planning Division
Community & Economic Development Department

To: Salt Lake City Citizens

to → **From:** Lex Traughber – Senior Planner

From: Hank Williams 801-582-7217

Date: November 19, 2015

Re: **Amendments to the Local Historic District Designation (LHD) Process**

The following is a list of the issues, in bold, concerning amendments to the LHD designation process and the proposed changes to address concerns in order to render the process more transparent.

1.The application initiation threshold of 15% is too low and results in too few property owners being aware of the potential LHD until the process is well underway.

Require they sign that they have read the application

Proposed change to address this issue:

- The application initiation threshold is proposed to be increased to a minimum of 30%. In other words, signatures would need to be obtained from property owners representing ownership of 30% of the parcels in the proposed district to initiate a request for a LHD.

→ 50% see "4"

2. In general, the LHD designation process is not readily transparent at the outset resulting in too few property owners being aware of the preparation of an application for a proposed LHD.

Proposed changes to address this issue:

- A "pre-application conference" would be required prior to the submittal of an application. A potential applicant would be required to attend a pre-application conference with planning staff to discuss the boundaries of the proposed district and the designation process in general.

- Following the "pre-application conference" and prior to the submittal of an application, the City would send an informational letter/fact sheet to owners of record for each property potentially affected by a forthcoming application outlining the designation process and how property owners can participate in the process. The purpose of this letter/fact sheet is to give property owners notice that LHD designation may be pursued and to expect being approached for signature gathering. It will also give property owners correct information or what it means to be in a LHD.

Good

Property owner meeting should be in evening (post 7:00PM) to allow working & those with children to attend

- The timeframe for signature gathering for application initiation would be decreased from 180 days to 90 days. This would keep the issue relevant without prolonged uncertainty for affected property owners.

Good

- Following the receipt of an application, the City would send a "Notice of Designation Application Letter" to owners of record in the designation boundary stating that an application had been submitted. The purpose of this letter/fact sheet is to give property owners notice that an application had been received by the City and the designation process would commence. Likewise, after 90 days without an application being filed with the City, a letter would be sent stating that no application was received.

Ok

3. The application initiation process has ambiguities concerning who can sign the initiation application.

Verify authority to sign - why not all owners?

Proposed change to address this issue:

- Specify that only one owner of any given property is required to sign the initiation application in order for that parcel to be included in the proposed 30% minimum threshold.

Can still be overridden by Council

4. Change terminology from "public support" to "property owner opinion". The term "public support" used throughout the Zoning Ordinance section concerning the LHD designation process, particularly in terms of balloting, is misleading and needs to be clarified.

So make application 50%

Proposed changes to address this issue:

- The term "public support" indicates that the general public is involved in the LHD designation decision when in fact it is not. Further, the term implies that a given LHD is supported when in fact it may not be. To resolve this issue, the term "public support" will be changed to read "property owner opinion" throughout the Zoning Ordinance text as it relates to the LHD process.

- Clarify that each individual property in the proposed LHD boundary will receive only one property owner opinion ballot.

See #3

5. Time Limitation on Amendments. There has been considerable public concern that the one year limitation imposed by the zoning ordinance for reconsideration of the same or substantially the same proposal for a local historic district is too short of a time frame, and certain neighborhoods/residents will be under constant pressure to implement a preservation overlay zone.

Proposed change to address this issue:

In Section 21A.50.060 – Limitation of Amendments, increase the amount of time between application submittals for local historic districts and thematic designations requests to two years instead of one in order to allow for more of a "cooling off" period between proposals.

Good

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PUBLIC COMMENT FORM

November 19, 2015

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Name: William G. Lapsley

Address: 1726 Laird Avenue
Salt Lake City, Utah

Zip Code: 84108-1807

Phone: 801-581-1231 **E-mail:** wglapsley@msn.com

Comments: 1.- A "pre-Application Meeting" prior to an Applicant petitioning the City for the LHD process to begin is, basically, unconstitutional - to Require it affords the Applicant and denys the Applicant the opportunity to Argue while in the process of determination. -

2.- The City sending a letter to "Alert" property owners of a pending Action disadvantages the Applicant and places the Applicant in the position of defending LHD's instead discussing why LHD's should be considered. City could also "color" the letter to frighten disadvantage

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3 O.K. for shortening from 180 days to 90 days for gathering signatures

4.- Typo on proposal No. 6, 4th line down, insert "day" following "No application received 90 day" period of property...
Last line, change "applicant had" to "application has" — it reads better.

5.- When you discuss single ballots and one owner or one property, one voice, include "Tenants in Common", "LLC's" and "Corporations".

6.- Two year "Cooling off" period is just plain wrong! One year is adequate, however you should suspend demolition permits and major remodeling permits during this period, otherwise you are allowing R.E. ~~[illegible]~~ Agents, Developers and Contractors to invade the neighborhood and disrupt, or destroy what the LHD is supposed to protect

7.- If an LHD is defeated by ballot, applicants should be able to change boundary's and immediately re-apply to protect part of the neighborhood.

8.- OK for increasing petition to consider from 15% to 30%.

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Name: Lynn Kennard Pershing

Address: 1715 Laird Ave
SLC, UT

Zip Code: 84108

Phone: 801.355.7734 **E-mail:** Lkpershing@gmail

Comments:

1. Need clarification of how long between Initial City letter to proposed boundary residents and start of petition signature collection
2. Need to specifically state - "SECRET" ballot.
3. Lots of deadlines stipulated for applicants, but no deadlines for limiting the duration of PROCESS. Should state that entire process should be completed with ~9 mos.
4. Partial lots (slivers of land) added to primary lot should not

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be allowed an additional ballot. City Code generally states that a "minimum lot size" consistent with surrounding neighborhood is recognized for zoning ballot.

5. Language has been changed from ~~public~~ PP support to ~~public~~ property owner OPINION, which connotes that other support from HLC, PC will be considered, but if in fact only ~~Public~~ property "opinion" is used to make final decision by City Council. To override the public "OPINION", the CC must have a supermajority that will refuse to exercise. In fact property owners do not have legislative authority in zoning decisions

6. Not clear the date used to measure waiting period between applications if withdrawn or failed. Date of applicant submission or date of failure/withdrawn.

7. 30% signature support on petition OK.

8. This revision should be accepted by LEAGUE OF CITIES & Legislature.

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Name: Kelly White

Address: 1068 SO 1700 E

SLC, UT

Zip Code: 84108

Phone: _____ **E-mail:** already Have

Comments: the fact sheet would be good if the planning department would take input before it is finalized. Also there needs to be a timeline set-up for after the property owner meeting. Past applications have taken too long to get through the process. Keep the threshold at 30% because anything higher would make it impossible for future districts. Give the planning →

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LOG OF COMMENTS, CALLS, & CONCERNS:

	DATE	NAME	PHONE NUMBER	CONCERNS
✓	11.9.15	LINDA RICH	801.484.1085	GENERAL INFO
✓	11.9.15	KATE LAHEM		EMAILED FOR DRAFT LHD DESIGNATION TEXT.
✓	11.9.15	BILL LAHEM	801.581.1231	1726 LAIRD AVE 84108 WANTED INFO
✓	11.10.15	CLAUDIA MILLER	7196869933	
✓	11.10.15	JULIA LESTER	801.201.9460	
✓	11.10.15	JOHN BATES		EMAILED FOR DRAFT TEXT.
✓	11.10.15	GREG DOHM	801.708.9554	RULE CHG ONLY? YES
✓	11.12.15	LYNN PERSHING		LPERSHING@GMAIL.COM EMAILED DOCS
✓	11.16.15	SYDNEY MCDONALD	801.277.9869	GENERAL QUESTIONS
✓	11.17.15	GORDON SHAFFER? SHEFFNER	801.581.9209	GENERAL INFO HILLSIDE PK LHD INFO
✓	11.16.15	GREG WHISENANT		EMAILED FOR DOCS OPENHOUSE

ATTACHMENT H: MOTIONS

Not Consistent with Staff Recommendation:
Based on the analysis and findings listed in this staff report, testimony and the proposal presented, I move that the Commission forward an unfavorable recommendation to the City Council regarding the amendments to section 21A.34.020(C) and related sections as proposed. The Commission finds that the proposed project does not comply with the review standards in Attachment F of this staff report.

The Historic Landmark Commission shall make findings on the standards in 21A.50.050: STANDARDS FOR GENERAL AMENDMENTS, specifically stating which standard or standards are not being met

Continuation:
If the Historic Landmark Commission finds that additional information or further revision is needed in order to make a decision, then a final decision may be postponed with specific direction to Planning Staff regarding the additional information or revision required for the Historic Landmark Commission to take future action.