

SALT LAKE CITY HISTORIC LANDMARK COMMISSION
Meeting Minutes
451 South State Street, Room 326
September 3, 2015

A roll is being kept of all who attended the Historic Landmark Commission Meeting. The meeting was called to order at [5:31:29 PM](#). Audio recordings of the Historic Landmark Commission meetings are retained in the Planning Office for an indefinite period of time.

Present for the Historic Landmark Commission meeting were: Chairperson Thomas Brennan, Vice Chairperson Sheleigh Harding; Commissioners David Richardson, Kenton Peters and Charles Shepherd. Commissioner Rachel Quist and Heather Thuet were excused.

Planning Staff members present at the meeting were: Nora Shepard, Planning Director; Michaela Oktay, Planning Manager; Carl Leith, Senior Planner; Lex Traughber, Senior Planner; Michelle Moeller, Administrative Secretary and Paul Nielson, Senior City Attorney.

FIELD TRIP NOTES:

A field trip was held prior to the meeting. Historic Landmark Commissioners present were Charles Shepherd, and Kenton Peters. Staff member in attendance was Michaela Oktay.

The following sites were visited:

- **Marmalade Townhomes**- Staff gave an overview of the proposal.

APPROVAL OF THE AUGUST 6, 2015, MINUTES [5:32:06 PM](#)

MOTION [5:32:10 PM](#)

Commissioner Harding moved to approve the minutes from August 6, 2015. Commissioner Shepherd seconded the motion. The motion passed unanimously.

DIRECTOR'S REPORT [5:32:39 PM](#)

Ms. Michaela Oktay, Planning Manager, reviewed the new Local Historic District application for Yale Crest. She reviewed the status of past Local Historic District applications and the amendments to the designation process that will be brought to the Commission for review.

REPORT OF THE CHAIR OR VICE CHAIR [5:35:22 PM](#)

Chairperson Brennan reviewed the field trip to tour recent new construction in historic districts and asked the Commissioners if there were additional properties they would like included on the list.

The Commissioners stated they look forward to seeing the properties and asked if a summary of the findings and process for the projects could be given to familiarize the Commission with the projects.

Vice Chairperson Harding stated she had nothing to report.

PUBLIC COMMENT [5:37:06 PM](#)

Chairperson Brennan opened the Public Comment Period, seeing no one in the audience wished to speak; Chairperson Brennan closed the Public Comment Period.

PUBLIC HEARINGS [5:37:25 PM](#)

Marmalade Townhomes- New Construction at approximately 535 N. Arctic Court - Everest Builders is requesting approval from the City to develop twelve (12) townhomes on the property located at the above listed address in the Capitol Hill Historic District. The applicant is also requesting that the Historic Landmark Commission modify the front and rear yard setbacks to accommodate the development; specifically the applicant is requesting that the HLC approve the site plan as proposed. The site is zoned R-MU (Residential Mixed-Use), and is located in City Council District 3, represented by Stan Penfold. (Staff contact: Lex Traughber, (801) 535-6184, or lex.traughber@slcgov.com). Case Number PLNHLC2015-00360

Mr. Lex Traughber, Senior Planner, gave an overview of the proposal as outlined in the Staff Report (located in the case file). He stated Staff was recommending that the Planning Commission approve the petition as presented.

The Commission and Staff discussed the following:

- The aspects of the petition that the Historic Landmark Commission had purview over and what the Planning Commission would be reviewing.
- The layout of the traffic lanes on 500 North and if they were required by Transportation.
- The turn out lane/acceleration lane would be removed with the new development.
- The setbacks for the proposal.

Mr. Eric Saxey, Everest Builders, thanked Staff for the presentation and reviewed the elevation and aspects of the proposal. He reviewed the surrounding developments including their height, the setbacks for the proposal and how it met the standards.

The Commission, Staff and Applicant discussed the following:

- If the covered porch extended into the front yard setback.
 - Yes it did.
- The grade and look of the structure on Arctic Court.
- The maximum building height allowed in the zone.
- The setbacks on 500 North, the required versus what was being provided.
 - The required setback was fifteen feet and they are providing approximately sixteen feet seven inches.
- The layout and grade for the internal street.
- The dimensions on the private drive.

PUBLIC HEARING [6:02:48 PM](#)

Chairperson Brennan opened the Public Hearing.

The following individuals spoke to the petition: Ms. Carrol Bybee and Mr. Lynn Bybee

The following questions and comments were made:

- The location of the garages.
- If garbage cans would be located on Arctic Court.
- Not all the neighbors are in agreement with the proposal.
- Not all the properties are RDA owned.
- If sidewalks would be added to Arctic Court.
- There are difficulties in accessing the current properties with large vehicles on Arctic Court.

Chairperson Brennan closed the Public Hearing.

Mr. Ed Butterfield, RDA, reviewed the RDA properties and their uses. He reviewed the improvements that would be made to Arctic Court and that sidewalks would be added.

The Commission and Mr. Butterfield discussed the following:

- If parking would be allowed on Arctic Court.

Chairperson Brennan encouraged the RDA and Applicant to work with the neighbors in order to clarify the design and layout of the proposal.

The Commission discussed the following:

- The design compatibility with the neighborhood.
- The proposed materials for the project.

MOTION [6:11:05 PM](#)

Commissioner Peters stated in the case of PLNHLC2015-00360, based on the analysis and findings listed in the Staff Report, testimony and the proposal presented, he moved that the Historic Landmark Commission approve the request for new construction for the twelve (12) new townhomes located at approximately 535 N. Arctic Court, and that the site plan as proposed and dimensioned be approved. Commissioner Harding seconded the motion. The motion passed unanimously.

[6:12:22 PM](#)

Design Guidelines for Westmoreland Place - A petition initiated by Mayor Ralph Becker to create Design Guidelines for the Westmoreland Place Historic District in Salt Lake City. These guidelines will amend the Design Guidelines for Historic Residential Properties and Districts (Preservation Handbook) to create an additional chapter for the historic residential design guidelines. The Westmoreland chapter will supplement the general guidelines in the Handbook and address the specific characteristics of this historic district. Westmoreland Place was designated

as a Local Historic District in 2010. The design guidelines will provide design advice to owners and applicants, and serve as review and decision-making criteria for the public, the Commission and Staff. The Historic Landmark Commission is being asked to forward a positive recommendation for their adoption to the Planning Commission and City Council. (Staff contact: Carl Leith at (801)535 7758, or carl.leith@slcgov.com.) Case number: PLNPCM2015-00162

Mr. Carl Leith, Senior Planner, gave an overview of the proposal as outlined in the Staff Report (located in the case file). He stated Staff was recommending that the Historic Landmark Commission forward a positive recommendation to the Planning Commission and City Council regarding the petition.

The Commission and Staff discussed/ stated the following:

- Staff did a great job on the document.
- The neighbors are interested in the plan and comments are coming.
- The Plan reflected what the neighborhood wanted and fit the area.
- 15.1, regarding trees, was confusing and needed to be clarified.
- Follow the lead of Liberty Park and plant trees now that will take over as the older ones die.
- The money budgeted for adding street trees.

PUBLIC HEARING [6:28:12 PM](#)

Chairperson Brennan opened the Public Hearing, seeing no one in the audience wished to speak; Chairperson Brennan closed the Public Hearing.

MOTION [6:28:16 PM](#)

Commissioner Richards stated in the case of PLNPCM2015-00162, based on the information in the Staff Report, and the testimony and information provided, he moved that the Historic Landmark Commission forward a positive recommendation for the adoption of the Design Guidelines for Westmoreland Place Historic District to the Planning Commission and City Council. Commissioner Peters seconded the motion. The motion passed unanimously.

2015 Chair and Vice Chair Elections - The Commission will nominate and vote in a Chair and Vice Chairperson at the September 3, 2015 Historic Landmark Commission Meeting. These individuals will serve in the positions from October 2012 to September 2016.

MOTION

Commissioner Richardson nominated Commissioner Thomas Brennan for the position of Chair and Commissioner Charles Shepherd for the position of Vice Chair. Commissioners Hardin seconded the nomination. The motion passed unanimously.

Commissioner Thomas Brennan was elected as Chairperson.

Commissioner Charles Shepherd was elected as Vice Chair.

The meeting adjourned at [6:31:15 PM](#)