

SALT LAKE CITY HISTORIC LANDMARK COMMISSION
Meeting Minutes
451 South State Street, Room 326
August 4, 2016

A roll is being kept of all who attended the Historic Landmark Commission Meeting. The meeting was called to order at [5:31:28 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: Vice Chairperson Charles Shepherd; Commissioners Sheleigh Harding, Kenton Peters, David Richardson and Rachel Quist. Chairperson Thomas Brennan and Commissioner Heather Thuet were excused.

Planning Staff members present at the meeting were: Cheri Coffey, Assistant Planning Director; Michaela Oktay, Planning Manager; Lex Traughber, Senior Planner; Katia Pace, Principal 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, Rachel Quist and Kenton Peters. Staff members in attendance were Michaela Oktay, Lex Traughber and Katia Pace.

The following site was visited:

- **286 N. West Temple Street** - Staff gave an overview of the proposal.
- **715 N. West Capitol Street** - Staff gave an overview of the proposal.
- **306 N. G Street** - Staff gave an overview of the proposal.
- **458 North 300 West** - Staff gave an overview of the proposal.

REPORT OF THE CHAIR OR VICE CHAIR [5:32:04 PM](#)

Vice Chairperson Shepherd stated he had nothing to report.

DIRECTOR'S REPORT [5:32:08 PM](#)

Ms. Michaela Oktay, Planning Manager, stated she had nothing to report.

APPROVAL OF THE JULY 13, 2016, MINUTES – Postponed [5:32:18 PM](#)

PUBLIC COMMENT PERIOD [5:32:54 PM](#)

Vice Chairperson Shepherd opened the Public Comment Period.

Ms. Cindy Cromer read her letter to the Commission regarding her concerns with Development Agreements, their adverse effects on zoning and the city. (A copy of the letter is filed with the meeting minutes).

The Commission discussed the following:

- How development projects differ from other projects in the city and how they are processed.
- Projects need to be reviewed by the Historic Landmark Commission and the Planning Commission sooner rather than later during the process.
- When a development agreement would be brought before the Commissions.
- The benefits of development agreements and the purview of the City Council over the agreements.
- How the City Council reviews and approves development agreements.

Vice Chairperson Shepherd closed the Public Comment Period.

PUBLIC HEARINGS [5:42:59 PM](#)

Almond Street Townhomes Phase 3 at approximately 286 N. West Temple Street - Almond Street Properties, LLC, is requesting approval from the City to develop eight (8) townhomes on the property located at the above listed address in the Capitol Hill Historic District. Currently the property is vacant and zoned RMF-45 (Moderate/High Density Multifamily Residential). This request is for new construction in an historic district. The subject property is within Council District 3 represented by Stan Penfold. (Staff contact: Lex Traughber at (801)535-6184 or lex.traughber@slcgov.com.) Case number **PLNHLC2016-00318**

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 Historic Landmark Commission approve the petition as presented.

Mr. Jacob Ballstaedt, Garbett Homes, reviewed the changes in the proposal and the challenges with the project. He asked the Commission to approve the proposal as presented.

PUBLIC HEARING [5:46:52 PM](#)

Vice Chairperson Shepherd opened the Public Hearing, seeing no one wished to speak; Vice Chairperson Shepherd closed the Public Hearing.

ADMINISTRATIVE SESSION [5:47:08 PM](#)

The Commission discussed and stated the following:

- The benefits of the new proposal and how it would better fit the neighborhood.
- The scale of the new proposal would fit the hillside and area in a better manner than the previous proposal.

MOTION [5:48:22 PM](#)

Commissioner Richardson stated regarding Petition PLNHLC2016-00318, Almond Street Townhomes Phase 3, based on the analysis and findings listed in this staff report, testimony and the proposal presented, he moved that the Historic

Landmark Commission approve the request for new construction located at approximately 286 N. West Temple Street, subject to the following conditions of approval:

1. Approval of the final details of the design including materials, as well as any other direction expressed by the Commission shall be delegated to Planning Staff.
2. The applicant shall modify parcel lines as necessary consistent with the City's subdivision regulations.
3. The approval will expire if a permit has not been taken out or an extension granted within 12 months from the date of approval.

Commissioner Peters seconded the motion. The motion passed unanimously.

[5:49:37 PM](#)

New-Single Family Home at approximately 715 N. West Capitol Street - Randy Krantz, Eastwind Construction, LLC, is requesting approval from the City to build a new single family residence on the property located at the above listed address in the Capitol Hill Historic District. Currently, a foundation has been poured on the subject property but is vacant. The lot is zoned RMF-35 (Moderate Density Multifamily Residential). This project request requires approval for new construction in an historic district and for a special exception for building height. The subject property is within Council District 3 represented by Stan Penfold. (Staff contact: Lex Traughber at (801)535-6184 or lex.traughber@slcgov.com.)

- a. **New Construction in a Historic District** - In order to build the new single-family home in the Capitol Hill Historic District, the Historic Landmark Commission must review and approve the proposed request. Case number PLNHLC2016-00195
- b. **Special Exception for Building Height** - The applicant is requesting two minimal modifications to building height on the south facade of the proposed structure. The Historic Landmark Commission has decision making authority for modifications to building height for structures in local historic districts. Case number PLNHLC2016-00560

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 Historic Landmark Commission approve the petition as presented.

The Commission and Staff discussed the following:

- If the existing foundation would be used in the new proposal.
- The existing grade and the height of the building.
- How the grade was changed with the different constructions projects.
- If the previous home exceed the allowable height for the area.
- The height of the neighboring structures in comparison to the proposed structure.

- The comments in the Staff Report regarding a conceptual approval and that approval was not for the “idea” but for a specific design.

Mr. Randy Krantz and Mr. Gregg Larson, reviewed the proposal and the purpose of the design. They reviewed the slope of the grade, slope of the roof and stated there were only a couple areas where the height exceeded the standards in the ordinance. They stated the materials, windows and doors were not finalized but they were willing to work with Staff to ensure they were compatible with the area.

The Commission, Staff and Applicant discussed the following:

- If the design was for a spec home.
- The size of the garages.
- The materials for the proposal.
- The existing foundation and if there would be additional foundation added under the new proposal.
- The square footage of the proposed home.
- The affect of construction on the neighboring properties.
- The sewer system for the proposal.
- The height exceptions being requested.

PUBLIC HEARING [6:12:39 PM](#)

Vice Chairperson Shepherd opened the Public Hearing, seeing no one wished to speak; Vice Chairperson Shepherd closed the Public Hearing.

ADMINISTRATIVE SESSION [6:13:12 PM](#)

The Commission discussed and stated the following:

- Agreed with the Staff Report and that the proposal fit the area.
- It would have been a benefit to see the surrounding street elevations included in the Staff Report.
- The street was eclectic and the proposal was within the intent of the base zone.

MOTION [6:14:02 PM](#)

Commissioner Harding stated regarding Petition PLNHLC2016-00195, 715 N. West Capitol Street, based on the analysis and findings listed in the Staff Report, testimony and the proposal presented, she moved that the Commission approve a COA for the request for new construction located at approximately 715 N. West Capitol Street, subject to the applicable conditions of approval listed in the Staff Report

- 1. Approval of the final details of the design, including windows and doors, as well as any other direction expressed by the Commission shall be delegated to Planning Staff.**
- 2. Any approved plan by the Historic Landmark Commission is not a “Conceptual Development Plan”, and therefore, any significant**

modifications to approved plans, as determined by the Planning Director, will require reconsideration by the Historic Landmark Commission.

3. The approval will expire if a permit has not been taken out or an extension granted within 12 months from the date of approval.

Commissioner Peters seconded the motion. The motion passed unanimously.

MOTION [6:15:40 PM](#)

Commissioner Harding stated regarding Petition PLNHLC2016-00560, 715 N. West Capitol Street SPECIAL EXCEPTION , based on the analysis and findings listed in the Staff Report, testimony and the proposal presented, she moved that the Commission approve the request for the Special Exception request for additional building height on two locations on the south elevation of the home (as shown on the attached building elevations in the report) located at approximately 715 N. West Capitol Street, subject to the applicable conditions of approval as noted in the Staff Report. Commissioner Peters seconded the motion. The motion passed unanimously.

[6:17:18 PM](#)

Remodel and Rear Addition on a Single Family Residence at approximately 306 N. G Street - Kimble Shaw, on behalf of owner Brian Damon, is requesting approval of an addition to the rear of the existing house. The house is a contributing building in the Avenues Historic District. The house is located on a corner lot and the addition will face 6th Avenue. The subject property is zoned SR-1A (Special Development Pattern Residential District) and is located in City Council District 3, represented by Stan Penfold. This proposal is being referred to the Historic Landmark Commission for decision because it is a substantial addition to this residence and because special exception approval is required for a proposed grade change. (Staff contact: Katia Pace, (801)535-6354 or katia.pace@slcgov.com.)

- a. Proposed Grade Change and Additional Height on the Garage – The special exception request is for a grade change of 5 feet for a retaining wall on the rear yard of a corner lot that will face 6th Avenue and for additional height for a garage proposed to be 15 feet for the principal structure and 12 feet for the secondary structure. Case Number PLNHLC2016-00566

Ms. Katia Pace, Principal Planner, gave an overview of the proposal as outlined in the Staff Report (located in the case file). She stated Staff was recommending that the Historic Landmark Commission approve the petition as presented.

The Commission and Staff discussed the following:

- The allowable height for the zone and what was being requested.
- How accessory structures are regulated in the zone.

Mr. Kimble Shaw, architect, and Mr. Brian Damon, property owner, reviewed the proposal and how it fit the area.

The Commission and Applicant discussed the following:

- How to address the height of the retaining wall and the fence.
- Maximizing the yard space in the front yard.
- The reason for replacing the columns on the home.
- Rhythm of the home would fit nicely in the neighborhood.
- Garage height was not an issue.
- Nice separation of the different sections of the home.
- Colors and theme for the siding and materials for the proposal.
- The front door and its appearance on the structure.
- If a retaining wall was considered along the rear addition.
- The esthetics of the neighborhood and the character defining stairs from the street to the homes.
- The height of the retaining wall and the need to make it fit the neighborhood.

PUBLIC HEARING [6:34:54 PM](#)

Vice Chairperson Shepherd opened the Public Hearing, seeing no one wished to speak; Vice Chairperson Shepherd closed the Public Hearing.

ADMINISTRATIVE SESSION [6:35:00 PM](#)

The Commission discussed and stated the following:

- The rhythm of the property and how the building addressed the different grades of it.
- The retaining wall was too tall, should be terraced and a break in the wall would help to minimize its appearance.
- The height and location of neighboring retaining walls in relation to the proposed retaining wall.
- The location of the retaining wall in regards to the sidewalk.
- The wrought iron pole, if it was historical and should remain on the home.
- Staff's recommendation on the proposal.
- Project addressed 6th Ave and added to the corner.

MOTION [6:40:33 PM](#)

Commissioner Richardson stated regarding PLNHLC2016-00444 Major Alteration PLNHLC2016-00566 Special Exception, 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 application for the remodeling, rear addition, new garage and associated Special Exceptions required to construct the proposal, subject to the condition that the retaining wall be terraced and shorter. Special Exceptions are:

1. **Deny the - Request for a grade change of 5 feet for a retaining wall in the rear yard of a corner lot that will face 6th Avenue, as the slope of the north**

side of 6th Ave between G and H Street is a character defining feature of the neighborhood and should be addressed.

2. Approve - For additional height for a garage proposed to be 15 feet for the principal structure and 12 feet for the secondary structure, and
3. Approve – Setback reduction between the proposed garage and the principal structure on the adjacent lot.

Commissioner Harding seconded the motion. The motion passed unanimously.

The Commission stated the Special Exception for the retaining wall was not approved.

The Commission and Staff discussed the Special Exception for the retaining wall and if it needed to be addressed. They discussed the allowable height and how it would affect the neighborhood.

[6:45:18 PM](#)

Commissioner Richardson recused himself for the next agenda item.

[6:45:31 PM](#)

Relocate, Remodel and Add to the Hawk Cabin at approximately 458 North 300 West - David Richardson, on behalf of owner Roscoe Briscoe, is requesting approval to relocate a historic cabin from the rear of the property to the street face with a new rear addition. The Hawk Cabin is a Landmark Site and a contributing building in the Capitol Hill Historic District. The subject property is zoned RMF-35 (Moderate Density Multi- Family Residential District) and is located in City Council District 3, represented by Stan Penfold. This proposal is being referred to the Historic Landmark Commission for decision because it is a relocation of the structure and a substantial addition and remodeling. (Staff contact: Katia Pace, (801)535-6354 or katia.pace@slcgov.com.)

- a. Proposed Relocation - The proposed relocation will be on a different location in the same lot. The relocation of the cabin is from the rear of the property to the street face. Case Number PLNHLC2016-00569
- b. Proposed Remodeling and Addition - The cabin is proposed is proposed to be remodeled and to be added on the rear to create an art studio. Case Number PLNHLC2016-00419

Ms. Katia Pace, Principal Planner, gave an overview of the proposal as outlined in the Staff Report (located in the case file). She stated Staff was recommending that the Historic Landmark Commission approve the petition as presented.

The Commission and Staff discussed the following:

- Who would reviewed the Special Exception for the use?

Mr. Roscoe Briscoe, applicant, reviewed the proposal and how it would be a great addition to the neighborhood

The Commission and Applicant discussed the following:

- How long the applicant owned the property.
- What the structure would be used for after it was moved.
- The chimney materials and what was historically correct.
- The proposed configuration for the north side of the building and the materials that would be used to fix that side of the structure.
- The proposed window materials.

PUBLIC HEARING [6:59:37 PM](#)

Vice Chairperson Shepherd opened the Public Hearing, seeing no one wished to speak; Vice Chairperson Shepherd closed the Public Hearing.

ADMINISTRATIVE SESSION [6:59:40 PM](#)

The Commission discussed and stated the following:

- Reusing the building was a great idea and moving it close to the street was a positive.
- The materials for the chimney and using something period appropriate was a must.
- The hand forged nails needed to be preserved as they were character defining features.
- Commended the applicant for taking on the project and ensuring the preservation of the structure for the future.
- Encouraged the Applicant to obtain a plaque from State History for the structure.
- The tax incentives for the proposal.

MOTION [7:03:37 PM](#)

Commissioner Quist stated regarding PLNHLC2016-00569 Relocation of City Landmark Building and PLNHLC2016-00419 Major Alterations – Hawk Cabin at 458 North 300 West, based on the analysis and findings listed in the Staff Report, testimony and the proposal presented, She moved that the Commission approve this application for relocation, alterations and the construction of a new rear addition, with the condition that a Special Exception for an Art Studio be obtained and with the following conditions:

- 1. Submit to the Planning Director for approval a report that identifies exactly how the relocation will occur and how it will ensure that the structure is not destroyed in the relocation process;**
- 2. Submit documentation that identifies a licensed and bonded contractor will relocate the building**
- 3. Submit a landscaping and/or site plan that identifies how the existing site of the Hawk Cabin will be restored once the cabin is relocated.**
- 4. Submit financial guarantee documentation to the City to ensure the rehabilitation of the structure once the relocation has occurred is provided. The financial guarantee shall be in a form approved by the city attorney, in an amount determined by the planning director sufficient to cover the estimated cost to rehabilitate the structure as approved by the historic**

landmark commission and restore the grade and landscape the property from which the structure was removed in the event the land is to be left vacant once the relocation of the structure occurs.

Commissioner Harding seconded the motion. The motion passed unanimously.

The Commission and Staff discussed the following:

- The election of new Chair and Vice Chair positions at the September meeting.
- The status of new Commissioners.

The meeting adjourned at [7:08:14 PM](#)