

**SALT LAKE CITY
HISTORIC LANDMARK COMMISSION MEETING
City & County Building
451 South State Street, Room 326
Salt Lake City, Utah 84111
Thursday, May 4, 2023**

A roll is being kept of all who attended the Historic Landmark Commission Meeting. The meeting was called to order at approximately 5:30 PM. Audio recordings of the Historic Landmark Commission meetings are retained for a period of time. These minutes are a summary of the meeting. For complete commentary and presentation of the meeting, please visit <https://www.youtube.com/c/SLCLiveMeetings>.

Present for the field trip were: Chair Babs De Lay, Vice-Chair John Ewanowski, Commissioners Michael Abrahamson, Michael Vela, Amanda De Lucia, and Carlton Getz.

Present for the Historic Landmark Commission meeting were: Chair Babs De Lay, Vice-Chair John Ewanowski, Commissioners Michael Abrahamson, Kenton Peters, Michael Vela, Amanda De Lucia, and Carlton Getz. Commissioner Emoli Kearns was absent from the meeting.

City Staff members present at the meeting were: Deputy Director Michaela Oktay, Planning Manager Amy Thompson, Senior Planner Lex Traugher, and Administrative Assistant Aubrey Clark.

APPROVAL OF APRIL 6, 2023 MEETING MINUTES

Commissioner Kenton Peters motioned to approve the minutes. Commissioner Mike Vela seconded the motion. Commissioners De Lucia, Abrahamson, Vela, Getz, Peters, Ewanowski, and De Lay voted “aye”. The motion passed.

REPORTS OF THE CHAIR AND VICE-CHAIR

The Chair had nothing to report.

The Vice-Chair had nothing to report.

REPORT OF THE DIRECTOR

Planning Manager Amy Thompson reported that proposals have been submitted for two new Local Historic Districts.

Deputy Director Michaela Oktay reported Mayor Mendenhall initiated a petition for a Text Amendment regarding violations of the historic preservation overlay, specifically in relation to demolitions of contributing structures.

PUBLIC COMMENT

Cindy Cromer – Commented on the structure on the corner of 300 S 600 E that is pending demolition and its contributory status.

WORK SESSIONS

1. **Window Requirements for New Construction in Local Historic Districts** – In this second

Work Session, the Historic Landmark Commission will continue to consider window requirements for new construction projects in the city's local historic districts. Planning staff is seeking direction regarding appropriate type of windows, particularly in terms of materials and installation, and how we can better clarify requirements in the various documents including the Zoning ordinance standards and design guidelines that are used to evaluate new construction project requests. (Staff Contact: Lex Traughber at 801-535-6184 or lex.traughber@slcgov.com)

Senior Planner Lex Traughber stated that a field trip was conducted prior to tonight's meeting and 6 Commissioners were present. He reviewed the considerations before the Commission.

- Should vinyl windows be allowed in new construction in a historic district?
- Should vinyl windows be prohibited in new construction?
- Should a hybrid option be allowed in new construction based on location, installation, and siding materials?

He clarified that when referring to hybrid options the meaning is a mix of materials used on the same structure and the Commissioners gave direction to pursue a hybrid approach to vinyl windows for new construction in Historic Districts. He also reviewed the inconsistencies in the current guidelines. He reviewed examples of good window installations and windows of varying qualities.

The Commission and Staff discussed the quality, look and cost of vinyl windows, where vinyl windows may or may not be appropriate, the placement of the window to create a shadow line, and the life of wood versus vinyl windows.

PUBLIC HEARINGS

1. **Text Amendment Related to the H Historic Preservation Overlay District** - Mayor Erin Mendenhall has initiated a petition for a Text Amendment that would generally impact the H (Historic Preservation Overlay) District which applies to properties within a local historic or landmark site and also outlines process and standards for local historic designations, boundary adjustments, and revocation of designation. The purpose of the proposed text amendments is to make the ordinance easier to use for applicants, property owners, staff, and the Historic Landmark Commission in its administration, as well as create new processes for adopting and updating historic resource surveys. The proposed amendments involve multiple chapters of the zoning ordinance related to the H District and changes would apply citywide. (Staff contact: Amy Thompson at 801-535-7281 or amy.thompson@slcgov.com) **Case number PLNPCM2023-00123**

Planning Manager Amy Thompson reviewed the petition as outlined in the staff report. She stated that Staff recommends forwarding a positive recommendation to City Council. She went over the proposed changes and additions.

Staff and the Commission discussed the proposed changes, additions, new processes, Historic Resource Surveys, and the differences between contributory and non-contributory structures. They also discussed requirements for a Certificate of Appropriateness and what a definition of maintenance would be.

PUBLIC HEARING

Cindy Cromer – Wanted to see the issue of stucco on adobe looked into further. She had concerns about the requirements for standing. She also commented that she would like to see a difference in process in the designation or decommission of contributory structures.

Staff responded that it is not in the ordinance for City Council to adopt the surveys which is why they are electing to add it to the proposed ordinance and stated that there will be a robust public process.

Seeing that no one else wished to speak, Chair De Lay closed the public hearing.

EXECUTIVE SESSION

No Commissioners wished to speak.

MOTION

Commissioner Amanda De Lucia stated, based on the information presented in the discussion, I move that the Commission recommend the City Council adopt this proposal.

Commissioner Mike Vela seconded the motion.

Planning Manager Amy Thompson asked for a point of clarification wanting to know if she should elaborate on the definition of maintenance in the ordinance prior to it moving forward to the Planning Commission.

Commissioner De Lucia agreed to amend her motion.

Commissioner Amanda De Lucia stated, based on the information presented in the discussion, I move that the Commission recommend the City Council adopt this proposal with the clarification of the definition of maintenances.

Commissioner Mike Vela seconded the motion.

Commissioners John Ewanowski, Kenton Peters, Mike Vela, Carlton Getz, Michael Abrahamson, Amanda De Lucia, and Babs De Lay voted “aye”. The motion passed.

The meeting was adjourned at approximately 7:09 PM.

The next regular meeting of the Commission is scheduled for Thursday, May 4, 2023, unless a special meeting is scheduled prior to that date.

For Historic Landmark Commission agendas, staff reports, and minutes, visit the Planning Division’s website at slc.gov/planning/public-meetings. Staff Reports will be posted the Friday prior to the meeting and minutes will be posted two days after they are ratified, which usually occurs at the next regularly scheduled meeting of the Historic Landmark Commission.

Anyone who is an “adversely affected party” as defined by Utah Code Section 10-9a-103, may appeal a decision of the Historic Landmark Commission by filing a written appeal with the appeals hearing officer within ten (10) calendar days following the date on which a record of decision is issued.

The applicant may object to the decision of the Historic Landmark Commission by filing a written appeal with the appeals hearing officer within thirty (30) calendar days following the date on which a record of decision is issued.