

1. Historic Preservation Commission Meeting Agenda

Millcreek Historic Preservation Commission Meeting Agenda

Public Notice is hereby given that the Historic Preservation Commission of Millcreek will assemble in a regular public meeting on Thursday, 10 August 2023, at City Hall, 3330 S. 1300 E., Millcreek, Utah 84106, commencing at 6:00 p.m.

6:00 p.m. - Regular Meeting

1. Millcreek Reconnaissance Level Survey 2023 Findings- Kirk Huffaker
2. Question and Answer Session on National Register of Historic Places Nomination
3. Updates from Sub-Committees
4. Staff Updates
5. Approval of July 13, 2023, Special Meeting Minutes
6. Approval of July 13, 2023, Regular Meeting Minutes
7. Adjourn

In accordance with the Americans with Disabilities Act, Millcreek will make reasonable accommodation for participation in the meeting. Individuals may request assistance by contacting the ADA Coordinator, 801-214-2751 or KHANSEN@MILLCREEK.US, at least 48 hours in advance of the meeting.

The meeting will be live streamed via the City's website at:

[HTTPS://MILLCREEK.US/373/MEETING-LIVE-STREAM](https://millcreek.us/373/meeting-live-stream). Public comment can be submitted before or during the meeting via the City's website at:

[HTTPS://MILLCREEK.US/FORMCENTER/CONTACT-US-5/PUBLIC-COMMENTS-61.](https://millcreek.us/formcenter/contact-us-5/public-comments-61.);

The Commission may convene in an electronic meeting. Commissioners may participate from remote locations and may be connected to the electronic meeting by GoToMeeting, Zoom, or telephonic communications. The anchor location will be City Hall

THE UNDERSIGNED DULY APPOINTED CITY RECORDER FOR THE MUNICIPALITY OF MILLCREEK HEREBY CERTIFIES THAT A COPY OF THE FOREGOING NOTICE WAS EMAILED OR POSTED TO:

City Offices City Website Utah Public Notice Website

Those Listed on the Agenda [HTTP://MILLCREEK.US](http://MILLCREEK.US)

[HTTP://PMN.UTAH.GOV](http://PMN.UTAH.GOV)

DATE: August 8, 2023

DEPUTY CITY RECORDER: Alex Wendt

Agenda items may be moved in order, sequence, and time to meet the needs of the Commission.

Documents:

[HPC 8-10-23 AGENDA.PDF](#)

[HPC 8-10-23 PACKET.PDF](#)



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<http://millcreek.us>

Utah Public Notice Website
<http://pmn.utah.gov>

DATE: August 8, 2023

DEPUTY CITY RECORDER: Alex Wendt

Agenda items may be moved in order, sequence, and time to meet the needs of the Commission.



**Minutes of the
Millcreek Historic Preservation Commission
July 13, 2023
6:00 p.m.
Special Meeting**

The Historic Preservation Commission of Millcreek, Utah, met in a special meeting on July 13, 2023, at the Millcreek Adventure Hub and then toured the new City Hall, located at 1354 E Chambers Ave, Millcreek, UT 84106.

PRESENT:

Commissioners

Peter Brinton (absent)
Kaye Donahoe
Molly Enos, Chair (absent)
Tiffany Hunter Greene
Emily Johnson
Ryan Lufkin, Vice Chair (absent)
Arie Leeftang

City Staff

Francis Lilly, Assistant City Manager
Alexander Wendt, Deputy City Recorder
Kurt Hansen, Facilities Director
Sean Murray, Planner

Attendees:

REGULAR MEETING – 5:00 p.m.

TIME COMMENCED – 5:00 p.m.

1. City Hall Tour

Mr. Lilly explained that phase 2 of Millcreek Common will be beautiful greenspace. It will tell the story of black pioneer families of Millcreek. There currently is a monument at Evergreen park but the City can do better. Chambers Avenue will be a beautiful, busy street. Mr. Lilly pointed out the outdoor climbing wall to the Commission. It will be the largest outdoor climbing wall in Utah.

Mr. Lilly spoke about the first floor of the new City Hall building. It will feature a public marketplace. There will be five permanent market stalls and space for less permanent market stalls. The fireplace and sitting area will be a nice focal point. Café Mamai will inhabit the incubator kitchen. Millcreek Coffee Roasters will have space on the first floor. Rotating art exhibits will be featured on the first floor. Mr. Hansen explained to the Commission that the second floor of City Hall will feature reception and the council chambers. There will also be breakout rooms to meet with residents. Mr. Hansen also explained how the Millcreek Precinct of the Unified Police Department will be moved to the third floor of City Hall. Mr. Lilly spoke about the Emergency Operations Center and how City Hall was built to higher safety standards.

The third floor of City Hall has a required step back to help the walkway have more sunlight. This also maintains a view of the mountains. Mr. Lilly told the Commission how the fourth floor will house the Promise Program, Mayor, City Manager, City Recorder, City Attorney, and Communication Director, among other members of city staff. Mr. Hansen showed the Commission how the fourth floor and fifth floor have space for future staff growth built in. The fifth floor will house Planning, Business Licensing, Code Enforcement, the Building Department, Human Resources, and Finance.

The sixth floor of City Hall will have a smaller community room and then the larger community room. Both can be rented for local events. Mr. Lilly showed the Commission Members the hallway that will be the historic exhibit space. There are 24 feet of space for historic photos or exhibitors. It will be important to create the scope of work document for determining what the Commission should accept from community members. Commissioner Johnson suggested using half of the wall for a timeline and the other half for exhibits. The Commissioners spoke about how many possibilities there are for the space but made no decisions.

ADJOURNED: The meeting adjourned at 5:45 due to loss of quorum.

APPROVED: _____ **Date**
Molly Enos, Chair

Attest: _____
Alex Wendt, Deputy Recorder



**Minutes of the
Millcreek Historic Preservation Commission
July 13, 2023
6:00 p.m.
Regular Meeting**

The Historic Preservation Commission of Millcreek, Utah, met in a regular meeting on July 13, 2023, at City Hall, located at 3330 S. 1300 E., Millcreek, UT 84106. The meeting was live streamed via the City's website with an option for online public comment.

PRESENT:

Commissioners

Peter Brinton (excused)
Kaye Donahoe
Molly Enos, Chair (Excused)
Tiffany Hunter Greene
Emily Johnson
Ryan Lufkin, Vice Chair (Excused)
Arie Leeflang

City Staff

Francis Lilly, Assistant City Manager
Alexander Wendt, Deputy City Recorder
Kurt Hansen, Facilities Director
Sean Murray, Planner
Rita Lund, Communication Director

Attendees:

REGULAR MEETING – 6:00 p.m.

TIME COMMENCED – 6:09 p.m.

Commissioner Donahoe called the meeting to order after Commissioners Greene, Johnson, and Leeflang voted to make Commissioner Donahoe the acting Chair in the absence of Chair Enos and Vice Chair Lufkin.

1. Millcreek Reconnaissance Level Survey 2023

Mr. Kirk Huffaker gave a presentation on the reconnaissance level survey that he conducted earlier in 2023. He revisited the boundaries of the survey area. The methodology of the survey looks for properties that are eligible and contributing, ineligible, out of period, unidentified, or demolished. The historic period is 1848-1977. The Mountair Acres area is the current Mountair acres subdivision. The scattered sites are found in the boundary of the City of Millcreek. The history of Millcreek is broken into 6 periods that encompass 1847-1977. 63 sites were found to be contributing among the scattered sites. 335 sites in the Mountair Acres area contributing sites. 89% of the homes are contributing. This is extremely high in a subdivision of this age. 40% of the construction dates are from 1904-1938, followed by 1958-1977 having 31% of the construction. 126 homes were built in Mountair Acres in 1948. 80% of homes have retained their original use of being a single-family home in the scattered sites. 63% of homes in the scattered sites are 1 story. 99% of homes in Mountair Acres are single story homes. 87% of

homes in Mountair Acres are Early Ranch style. The architectural style of the scattered sites is a solid mix. 29% are period revival, 19% are modern, 17% are late 20th century, 14% Victorian, 11% early 20th century, 8% WW2 era and 2% other.

Mr. Huffaker's first recommendation is to nominate Mountair Acres to the historic registry. Recommendation 2 is to conduct future intensive level surveys. The only knowledge Mr. Huffaker has of the other homes is their architecture. Mr. Huffaker did more research on the Chambers Farmstead in Millcreek. To the right of Imperial street there was the Chambers farm. In 1950 it consisted of 30 acres. By 1958 the farm had been turned into homes. 3219 S Imperial has a historic building on the property. It has had significant additions and could not be placed on the national register. It could be on the Millcreek register of historic places. Commissioner Greene asked if that was the Chambers home is there. Mr. Huffaker said yes, it is. Recommendation 3 is for future reconnaissance level surveys and to include properties that Mr. Huffaker discovered. Recommendation 4 is to consider the Historic Preservation Commissions role in public education. This could be publishing information, enhancing the website, tours, awards, and the creation of markers and plaques. Provo does an annual tour in some of their historic areas. This is an option in Millcreek. Recommendation 5 is regarding policies and incentives. It is recommended that the Historic Preservation Ordinance be reviewed every five years at a minimum. Expand the list of historic sites and districts designation. Currently there are four sites and one district. When resources are designated to the Millcreek Historic Landmarks Register list them within section 19.86.080. The National Register of Historic Places is a good start for designation to the Millcreek Historic Landmarks Register. Consider future ordinance language for illegal demolition and alterations penalties. Salt Lake City is drafting an ordinance for reconstruction if a property is illegally demolished. This type of ordinance language is seen more and more. Promote Historic Tax credits to residential property owners.

In conclusion Mr. Huffaker believes that the project goals have been met, the best practices and methodology were followed. The survey was completed on time and on budget. More areas were surveyed, a clear analysis is provided, and realistic strategies and recommendations are provided. Commissioner Greene thanked Mr. Huffaker. Commissioner Donahoe thanked Mr. Huffaker. Mr. Lilly asked Mr. Huffaker to explain a pathway on nominating Mountair Acres to the National Register. Mr. Huffaker said there is a grant process that opens in January. If the city had other ways to fund this, it could happen more quickly. Mr. Lilly asked if the National Park Service makes the final determination. Mr. Huffaker said yes. The State historic board is very helpful. Mr. Lilly clarified that Millcreek does not have to wait for a Federal Designation to add the area to the Millcreek register. Mr. Huffaker said that Millcreek does not have to wait for the Federal designation to make their own designation.

2. Discussion On Next Steps For Designation of Historic Districts and Sites

Mr. Lilly led the discussion. There are two parallel tracks to work on. The national designation and the local designation. Staff is thinking about sending a notification of bulk certified letters to the properties that are under consideration for notification of historic designation. This mailing would invite the property owners to a historic preservation meeting to discuss the designation in a public hearing. Mr. Huffaker added a comment, with the national register there is a formal process of owner objection. If you get more than 50% of the owners objecting to the nomination, the nomination will not go through. Usually, the process is to do the national process first and then the local. Commissioner Johnson asked if there is a

reason to expect that this will upset people. Mr. Lilly said he did an unscientific survey and most of the responses were positive. Mr. Lilly said it does not hurt to send out a letter and ask people to come to a discussion. It may be better to do an informative meeting first, before doing an official notification. Mr. Lilly said that in the informational meeting they could review the process. Commissioner Johnson said this is a good way to turn a neighborhood into a community of people who are advocates and in favor of the national tax credits. Mr. Lilly said a September meeting could be beneficial to determine sites and then send letters to property owners for the National Register Process. The Evergreen Historic District is on the Millcreek list, but Mr. Lilly is not sure the designation was properly established. He plans to work on that in September. It makes sense to not blend the Evergreen meeting and Mountain meeting together. There is an option for a property owner to request removal from the Millcreek designation. If this happens Millcreek cannot say no to the property owner. Action must be taken according to the ordinance.

3. Discussion on Building Permits in Evergreen Historic District

There is a home in the Evergreen District with a demolition permit, but it has not been demolished yet. It was a B class home. The site has been documented. The homeowners are going through an extra plan review per City Ordinance.

4. Discussion on Historic Exhibit 6th Floor of City Hall

Commissioner Greene does not like timelines for an exhibit outside of a museum. Commissioner Lufkin had previously talked about the concrete wall being a good place for a mural. Commissioner Donahoe likes the idea of the wall being interactive. She would like to engage with all people when they come in. Commissioner Greene spoke about there being two tracks for the 6th floor exhibits. One part of the exhibit should be more temporary, and the other portion would be more permanent. Commissioner Leeftang asked if they Commission was looking for an exhibit for opening day. Commissioner Greene answered yes. Commissioner Johnson asked about the size of the budget. Mr. Lilly said he is not worried about the temporary exhibit budget. He is more worried about the interactive exhibit budget. Commissioner Johnson asked to make the temporary exhibit as easy as possible. Commissioner Leeftang asked if this is being worked on currently. Mr. Murray said that Commissioner Lufkin is going to search the Salt Lake County archive and State archive for worthwhile additions to the Millcreek exhibit. Commissioner Leeftang noted that it is easy to get historic ariel photographs, and these can be used in a pinch. Mr. Lilly said that the city will work through proposals for a permanent exhibition.

5. Updates From Sub-Committees

Commissioner Johnson asked about the scope of collection. Commissioner Leeftang said he liked the report. Mr. Lilly said that Millcreek received the grant from the state for the collection. The City Council will have to approve it because the City must match funds.

6. Staff Updates

There were no staff updates.

7. Approval of June 8, 2023, Regular Meeting Minutes

Commissioner Greene moved to approve the June 8, 2023, Regular Meeting Minutes. Commissioner Leeftang seconded. Commissioner Donahoe asked for the vote.

Commissioner Greene voted yes, Commissioner Donahoe voted yes, Commissioner Johnson voted yes, Commissioner Leeflang voted yes. The motion passed unanimously.

ADJOURNED: Commissioner Greene moved to adjourn the meeting at 6:42 p.m. Commissioner Johnson seconded. Commissioner Donahoe asked for the vote. Commissioner Greene voted yes, Commissioner Donahoe voted yes, Commissioner Johnson voted yes, Commissioner Leeflang voted yes. The motion passed unanimously.

APPROVED: _____ Date
Molly Enos, Chair

Attest: _____
Alex Wendt, Deputy Recorder

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