

1. Historic Preservation Commission Meeting Agenda And Packet (PDF)  
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, 13 April 2023, at City Hall, 3330 S. 1300 E., Millcreek, Utah 84106, commencing at 6:00 p.m.

6:00 p.m. - Regular Meeting

1. Nomination of New Member for Historic Preservation Commission
2. Updates from the Historic Preservation Commission Sub-Committees
3. Staff Updates
4. Approval of March 9, 2023, Regular Meeting Minutes
5. **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>. 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>.

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://pmn.utah.gov>

DATE: April 6, 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 4-13-23 AGENDA.PDF](#)

[HPC 3-9-23 DRAFT MINUTES.PDF](#)



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**Minutes of the  
Millcreek Historic Preservation Commission  
March 9, 2023  
6:00 p.m.  
Regular Meeting**

The Historic Preservation Commission of Millcreek, Utah, met in a regular meeting on March 9, 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  
Tiffany Hunter Greene  
Emily Johnson (electronic)  
Ryan Lufkin, Vice Chair (excused)

**City Staff**

Francis Lilly, Assistant City Manager  
Elyse Sullivan, City Recorder  
Kurt Hansen, Facilities Director  
Sean Murray, Planner  
Rita Lund, Communications Director (electronic)

**Attendees:** Kirk Huffaker

**REGULAR MEETING – 6:00 p.m.**

**TIME COMMENCED – 6:06 p.m.**

Chair Molly Enos called the meeting to order.

**1. Mountair Acres Reconnaissance Survey Update**

Francis Lilly invited Kirk Huffaker to the meeting to present to the commission his research design document. Lilly said the city sent out 375 notices to Mountair Acres residences to participate in a survey and only 18 responded. Lilly reviewed the survey questions and responses. The survey asked where respondents lived (most lived on 3115 South), if they owned or rented their homes (most owned), and what they liked about their neighborhood (most said the neighborhood had a consistent look and feel, they had great neighbors, and they liked the big, beautiful trees). The majority of the respondents (14) wanted to see the Mountair Acres neighborhood designated as a historic district. Lilly said there seemed to be some community support for doing the designation. He thought if people had a strong opinion against it, they would have voiced that. The survey also asked if, "Millcreek's zoning codes should be changed to better protect my neighborhoods character?" Most respondents agreed or strongly agreed. The last survey question asked was, "Are there other considerations or concerns about the Mountair neighborhood that we should be aware of?" Lilly read the seven comments submitted which expressed concern with traffic, speeds on Highland Drive, parking, wanting the entrance to the neighborhood from Gregson to Imperial be blocked off,

parking, lack of code enforcement, and being able to add onto the houses while preserving the character of the neighborhood.

Kirk Huffaker expressed his appreciation for the project and the city's involvement. He presented a research design document to do the reconnaissance level survey on the Mountair Acres neighborhood (373 primary resources) and 56 individual scattered sites selected by the commission. He presented a history of the survey area, which included: pre-pioneer settlement, pre-1847; early settlement and milling period, 1848-1877; community building, black settlement and transition period, 1878-1904; growth and prosperity period, 1904-1938; subdivision development period, 1939-1957; and suburban and late-twentieth century development, 1958-1975. The State Historic Preservation Office had the date set at 1975 to factor in things that would become eligible in the next few years. A separate Mountair Acres Subdivision history was provided in the document. Census data was required in a survey, but Millcreek was not considered a place for the Census, so the document showed trends in the area. There was a brief description of architecture the survey team expected to find in the Mountair Acres: early ranch, box ranch, post-World War II cottage, and minimal traditional. He did not know what architecture to expect with the scattered sites. He said the city gave him permission to do more surveying, he was not restricted to the 56 identified sites. The bibliography included current sources and future sources since more research would need to be done.

Chair Enos found it surprising that the commission did not select resources east of I-215. Huffaker said all property east of I-215 could be encompassed in one additional survey. Commissioner Greene wondered if adding any more sites to this survey would make the load too large. Huffaker said the work was dynamic, there could be more work to do in the future. Lilly pointed out that one house on Cascade Way was included. He looked to Huffaker for guidance on inclusion of any more resources within this survey scope. Chair Enos asked if there were a lot of active projects east of I-215. Lilly said there were demolitions, rebuilds, and major additions. There was pressure for redevelopment there since the land value was high and the house sizes were modest. He said there was tension in the neighborhood about building new and updating old. Huffaker said he could do a small sample size from Mt. Olympus and see how it got received by the public. He explained that he was behind schedule due to weather. Chair Enos wondered if the selected 56 resource list should be published. Lilly said he would send letters to the residences in the coming weeks. Chair Enos wondered about a map highlighting the properties or publishing the actual addresses. She wanted to be transparent. Lilly would work with Rita Lund, Communications Director. Lund thanked the Commission for their recent newsletter articles. She liked the map idea.

## **2. Scope of Collections Update**

Francis Lilly said he and Sean Murray met with Commissioner Johnson about developing a scope of collection document as the commission began to create a digital archive. The city did get the Certified Local Government Grant to fund the digital archive. Lilly reviewed the draft scope of collection document. The goal is to emphasize the collection of digital documentation of Millcreek's history, not physical objects, artifacts or documents not related to Millcreek's history, or video interviews. The purpose of the collection is to increase the awareness of Millcreek's history and to serve as a repository for important documents, ephemera, and other items of historical significance to Millcreek, and to commemorate particular moments in Millcreek's history, including but not limited to:

1. The role of Black pioneers in the founding of the community.
2. Millcreek's development in the mid-20th Century as a suburb.
3. The incorporation of Millcreek as a municipality in 2016.

Primarily, the materials would be accessed through a public-facing web archive. The city would also use these materials in the physical and electronic newsletters and at public events, as well as for other forms of public outreach deemed appropriate. The collection would be organized into sub-collections prior to 1847, from 1847-1929, 1929-1959, and 1960-200, and Millcreek's incorporation, though the dates could be adjusted. Commissioner Johnson said the timeframes were great in describing materials of particular interest to the collection, but when the document refers to the type of collections, it will refer to the internal usage for the collections. The document should be clear about what the collection is and does. She mentioned an education collection being sacrificial, redundant in the collection or expendable, or only certain study collections would be available to certain types of researchers. Lilly said there would be a public facing and internal answer to the question, "How will the collection be organized?"

Lilly described what the city would do when it received a digital or physical document submission. Commissioner Johnson said she could send a template deed of gift and chain of custody form to Lilly. He said any artifact that did not fall within the scope of collection would be returned to the owner. Failure of object owners to retrieve their submissions which were not accepted into the collection would result in XYZ process. After XYZ days, Millcreek reserved the right to dispose of the object(s) in a manner of its choosing. Lilly noted he would need to get input from the City Recorder, City Attorney, and City Council on the scope of collection. Chair Enos asked how people would actually submit the digital copy. Commissioner Johnson recommended the process that Peoples of Utah Revisited uses at their public scan and share events. The intention with that program was to instruct other entities on how they could run their own scan and share events. She felt a policy or guidelines could be developed for standards of what was taken in. Chair Enos asked if people could submit documents through Preservica. Lilly said no, the submittals would be through a separate process. He said potentially a sub-committee could assist with the work. Chair Enos liked the idea of having a land acknowledgment. Commissioner Greene suggested the Bureau of Indian Affairs may be of assistance. Lilly was not aware of another city that had done one. Commissioner Johnson wondered if anyone would be interested in doing a field trip at the State Historical Society's new research center. The commission was interested.

### **3. Discussion of Nominating a Local Restaurant for a Grant Opportunity from the National Trust**

Chair Enos said she received notification of a grant opportunity. Sean Murray said the deadline was the coming Sunday. The business could apply for it, or someone could nominate the business. He did not see guidelines on age of the business. The first business that came to his mind was Iceberg Drive Inn, but this business was one of many even though the Millcreek location was old. He felt the money would help fund a small business to stay in business. Lilly said Roots Café may be a good candidate because it was located in a historic building. Stella Grill may also be a candidate. Chair Enos read the requirements of the grant, that it was for a small or independently owned restaurant located in a historic or older building or neighborhood that:

- Contributes to the history and/or identity of its surrounding community or neighborhood.

- Tells an inclusive story about cuisine and community in America (such as historic or ethnic food ways or culinary heritage).
- Has a compelling and inspiring historical narrative or cultural significance.
- Has been disproportionately impacted by economic challenges, disasters, or other hardships.

Commissioner Donahoe asked about Higher Ground Coffee. Lund suggested Lazy Day Café. Lilly suggested Over the Counter Cafe. Murray said the city could keep the opportunity on its radar for subsequent years. Chair Enos said this and any other annual grant opportunities should be added to the commission's calendar. Lilly said he would submit some restaurant nominations. Chair Enos said there was another grant opportunity, Community Engagement Grant Funding through UServeUtah. The purpose of these grants was to support initiatives that increase awareness of and participation in community and/or civic engagement. Commissioner Johnson said it funds projects up to \$2500 and requires a 1:1 match. Commissioner Greene said the commission should review grant opportunities in the fall in preparation for the subsequent spring application deadlines, since they currently did not have time to apply for these grants.

#### **4. Updates from the Historic Preservation Commission Sub-Committees**

Historic Properties and Markers: Commissioner Greene would be the lead on this committee since Commissioner Maxfield's departure. She started a document that she would share with the commission on existing markers in the city.

Community Awareness and Events: No update

Records Collection and Preservation: No update.

Chair Enos said the commission should do an article for the city's newsletter on tax incentives for historical designations. She wondered if the information sent to the Mountair Acres residences could be repurposed into a newsletter article. Lund said she could add it to the electronic newsletter and the next available printed newsletter.

#### **5. Staff Updates**

Lilly said the city was awarded \$15,280 through the Certified Local Government Grant with the Utah State Historic Preservation Office. This would support two additional reconnaissance level surveys of Veteran Heights and Rancho Villa, printed newsletters, and the Preservica Digital Preservation Program.

Lilly said discussions with the city's code consultant were beginning on updates to residential codes. He acknowledged sending the commission emails about applying neighborhood character and historic preservation issues into certain neighborhoods. The city was somewhat limited on what could be done under state law. The city identified the neighborhoods built before 1950 and created a map highlighting them. Lilly said he discovered that the city of Raleigh, North Carolina had an interesting provision where residents could opt into more restrictive zoning through an organized, codified petition process where residents could petition the city to commission a character survey of a neighborhood. He liked the idea of the neighborhood formally expressing the desire to do this. The neighborhoods could define for themselves what they wanted it to look like. He said staff would create an overlay zone that could be applied to certain historic neighborhoods. He showed the pre-1950s map to the

commission. Chair Enos recommended adding the 56 properties to be surveyed to the map in a different color and publishing the map.

Chair Enos asked about the timing of the printed newsletters as listed in the grant application, 4/2023-4/2024. Murray said the dates were set to make it within the application, it was a guideline. Lund said there was always opportunity to put articles in the regularly printed newsletters. Chair Enos requested more time on the agenda to discuss articles. Commissioner Greene said that topic fit within the scope of Commissioner Lufkin’s sub-committee. Chair Enos wondered if there were any examples of historical newsletters to use as a framework. Lilly would look.

Lund said the best Venture Out events for the commission to participate in were in June.

**6. Approval of February 9, 2023 Regular Meeting Minutes**

**Commissioner Greene moved to approve the February 9 regular meeting minutes. Commissioner Donahoe seconded. Chair Enos called for the vote. Commissioner Greene voted yes, Commissioner Donahoe voted yes, Commissioner Johnson voted yes, and Chair Enos voted yes. The motion passed unanimously.**

**ADJOURNED: Commissioner Donahoe moved to adjourn the meeting at 7:29 p.m. Commissioner Greene seconded. Chair Enos called for the vote. Commissioner Greene voted yes, Commissioner Donahoe voted yes, Commissioner Johnson voted yes, and Chair Enos voted yes. The motion passed unanimously.**

**APPROVED:** \_\_\_\_\_ **Date**  
Molly Enos, Chair

**Attest:** \_\_\_\_\_  
Alex Wendt, Deputy Recorder