



**Minutes of the
Millcreek Historic Preservation Commission
October 4, 2025
9:00 a.m.
Special Meeting**

The Historic Preservation Commission of Millcreek, Utah, met in a special meeting on October 4, 2025, at City Hall, located at 1330 E. Chambers Avenue, Millcreek, UT 84106. The meeting was conducted electronically and live streamed via the City's website with an option for online public comment.

PRESENT:

Commissioners

Ryan Lufkin, Chair
Peter Brinton, Vice Chair (Excused)
Kaye Donahoe
Tiffany Hunter Greene (Excused)
Emily Johnson
Arie LeeFlang (Excused)
Melissa Coy

City Staff

Sean Murray

Attendees: Fatima, Lisa, Monique, Sabrina

MEETING – 10:00 a.m.

TIME COMMENCED – 10:15 a.m.

1. Community Preservation Workshop, hosted by the Utah Field Services Group

Commissioner Emily Johnson introduced herself and the team from the Community Preservation Workshop. Commissioner Johnson also works for the Utah Division of Arts and Museums. The plan for the meeting is to review in small groups why people keep what they keep and how to preserve it. They will speak about the basics of preservation and give guidance on preservation of family artifacts.

Chair Ryan Lufkin from the Millcreek Historic Preservation Commission (HPC) explained the job of the Millcreek HPC. The Millcreek Historic Preservation Commission was established three years ago as part of a program to secure city funding by creating a preservation body. Comprised entirely of volunteers, the commission's responsibilities include identifying sites, structures, and locations for preservation throughout the community. Members work collaboratively with landowners to provide resources such as grants for historic building preservation, recognizing the limitations imposed by state law on protecting private property. The commission focuses on community engagement, raising awareness of Millcreek's

historical assets through initiatives like the monthly newsletter, with the overarching goal of preserving local history and involving residents in these efforts.

Commissioner Johnson explained that many cities, including Salt Lake, have historic commissions and highlighted available opportunities for community involvement. Attendees were encouraged to share items of personal significance, with the understanding that participants are considered the experts on their own possessions. The preservation process was described as consultative, cautious, and participatory, ensuring that no action would be taken without the owner's input. It was emphasized that involvement is voluntary, decisions are non-binding, and the process values slow, thoughtful consideration. The session aimed to support learning, encourage storytelling, and respect everyone's preferences regarding disclosure or participation.

The Historic Preservation members, and Community Preservation Workshop staff engaged in conversations with the attendees about the items they brought that are important to their families and how to preserve them.

2. Adjourn

ADJOURNED: The meeting ended due to loss of quorum at 12:15 p.m.

APPROVED: _____ **Date**
Ryan Lufkin, Chair

Attest: Alex Wendt, Deputy Recorder



**Minutes of the
Millcreek Historic Preservation Commission
October 9, 2025
6:00 p.m.
Regular Meeting**

The Historic Preservation Commission of Millcreek, Utah, met in a regular meeting on October 9, 2025, at City Hall, located at 1330 E. Chambers Avenue, Millcreek, UT 84106. The meeting was conducted electronically and live streamed via the City's website with an option for online public comment.

PRESENT:

Commissioners

Ryan Lufkin, Chair
Peter Brinton, Vice Chair
Kaye Donahoe
Tiffany Hunter Greene
Emily Johnson
Arie LeeFlang
Melissa Coy (Excused)

City Staff

Sean Murray, Planner
Alex Wendt, Deputy City Recorder
Rita Lund, Communications Director
Francis Lilly, Planning Director

Attendees:

MEETING – 6:00 p.m.

TIME COMMENCED – 6:05 p.m.

1. Approval of September 11, 2025, Regular Meeting Minutes

Commissioner Greene moved to approve the September 11, 2025, Regular Meeting Minutes. Commissioner Brinton seconded the motion. Chair Lufkin asked for the vote. Commissioner Greene voted yes, Commissioner LeeFlang voted yes, Commissioner Brinton voted yes, Commissioner Johnson voted yes, Commissioner Donahoe abstained. Chair Lufkin voted yes. The motion passed unanimously.

2. Potential Demolition of a Historic Home at 2661 East Evergreen Avenue

Mr. Lilly said there has been an application for demolition at 2661 East Evergreen Avenue and he has spoken with the demolition contractor and the new homeowner. They are going to grant access to the property for a survey early next week. There is nothing in the code that allows the city to stop the demolition. However, the code requires a conditional use permit for the demolition and a ten day stay of demolition. The homeowner is also allowed to submit a letter to the city recorder asking to remove the home from the property from the historic list. And then the city shall remove the home from the list. The city, at its own expense, is paying for the survey and LIDAR. Mr. Lilly spoke to the homeowner and one of the owners is at the meeting tonight. They are going to tear the whole home down but keep as many of the trees as

possible. Chair Lufkin opened the floor to the homeowner, Mr. Kyle Hill. Mr. Hill asked what the Commission would like to know. Chair Lufkin asked to hear about the current plans for the home. Mr. Hill said they had explored keeping the house, but it flooded the day they bought it, it is full of mold and asbestos and is derelict. They will be dividing the lot into two lots for two homes. They want to save every tree they can. The owners explored adding a elevator but that is not possible. Their home insurance cancelled the policy because the home was found to be unsafe during an inspection. Mr. Lilly said the homeowners are not required to talk to the city about this and he said he was thankful for their help. Commissioner Coy said she is happy with the architectural salvage being done for the old home. Chair Lufkin asked about the timeline for demolition and building a new home. Mr. Hill said they are eager to demolish and build their new home. Mr. Hill asked Mr. Murray to speak with them later about the conditional use permit.

3. Subcommittee Updates

Commissioner Johnson spoke about the historic preservation training that took place on October 4th. A nice group of Millcreek residents attended the meeting. Ten people attended the meeting, and they had access to seven preservation experts.

4. Staff Updates

Mr. Lilly said he received an interesting phone call from someone who had been involved with the old Meeting house who as unhappy that his part of the story was not included on the plaque next to the property. Mr. Lilly said he asked the individual to email him with his issues with the plaque. Commissioner Johnson said this is the reason why property markers or monuments have fallen out of favor because of disagreements about the content of the markers. Mr. Lilly explained he would plan the annual Christmas meeting of the Historic Preservation Commission and how it would probably be with the Planning Commission. Rita Lund, Communication Director,

5. Adjourn

ADJOURNED: Commissioner Brinton moved to adjourn the meeting at 6:44 p.m. Commissioner Johnson seconded the motion. Commissioner Greene voted yes, Commissioner Leeftang voted yes, Commissioner Johnson voted yes, Commissioner Brinton voted yes. Chair Lufkin voted yes. The motion passed unanimously.

APPROVED: _____ **Date**
Ryan Lufkin, Chair

Attest: Alex Wendt, Deputy Recorder



**Minutes of the
Millcreek Historic Preservation Commission
October 20, 2025
6:00 p.m.
Special Meeting**

The Historic Preservation Commission of Millcreek, Utah, met in a special meeting on October 20, 2025, at City Hall, located at 1330 E. Chambers Avenue, Millcreek, UT 84106. The meeting was conducted electronically and live streamed via the City's website with an option for online public comment.

PRESENT:

Commissioners

Ryan Lufkin, Chair
Peter Brinton, Vice Chair
Kaye Donahoe (Excused)
Tiffany Hunter Greene
Emily Johnson (Virtual)
Arie LeeFlang (Excused)
Melissa Coy (Virtual)

City Staff

Francis Lilly, Planning Director
Alex Wendt, Deputy City Recorder

Attendees: Meg Thunell, Kyle Hill

MEETING – 5:00 p.m.

TIME COMMENCED – 5:08 p.m.

1. Request to Remove 2661 East Evergreen Avenue from the Millcreek Historic Sites and Districts List pursuant to Section 18.73.060(G)(2) of the Millcreek Code of Ordinances; Applicant Kyle and Jessica Hill

Mr. Lilly spoke on behalf of the Planning Staff. This is an administrative matter decided by the Historic Preservation Commission. Mr. Lilly prepared a staff report and shared the code basis for this. On October 13, 2025, the owners of a historic home at 2661 E Evergreen Avenue submitted a request to have their property removed from the Millcreek Historic Sites and Districts list. The historic sites and districts list describes the way a home may be removed from the list. The code requires the Historic Preservation Commission to remove a historic resource from the Historic Sites and Districts list within 10 calendar days of receiving notice. The city contracted with Kirk Huffaker, of Preservation Strategies, to document the home. Mr. Huffaker noted that the home was in poor shape prior to some preliminary demolition that had already occurred. The documentation of the home at this point is done. The role of the Historic Preservation Commission in this case is administrative and the code does not contemplate an option for the HPC to deny the removal.

Chair Lufkin said the Commission has created a statement about the removal that will be entered into the record. Chair Lufkin asked if the Hill's wanted to speak. Mr. Hill said he did not have anything to add beyond what they said in the last meeting.

Commissioner Brinton moved to approve the removal of 2661 East Evergreen Avenue from the Millcreek Historic Sites and Districts List pursuant to Section 18.73.060(G)(2) of the Millcreek Code of Ordinances based on the findings and conclusions in the staff report and meetings with the new owners. One the residence is a contributing historic resource located in the Evergreen National Historic District, which is listed as a historic district that is subject to the standards of the historic preservation ordinance. Two, the applicant submitted a request to have the residents located at 2661 East evergreen Avenue on October 13, 2025, to the city recorder. Three, the historic preservation commission is required by ordinance to remove the resource from the historic sites and districts list within 10 calendar days of receiving the request for the historic preservation commission has made reasonable efforts to document the historic resource prior to the removal from the list. Five, as the parcel is still located in the Evergreen National Historic District. Future construction will be subject to the design standards set forth in the historic preservation ordinance, in addition to all applicable requirements in city code, including, but not limited to height, setback, massing, building envelope requirements and preservation standards. Number six, the historic preservation commission, with the help of the city, will be attempting to notify the Utah State Historic Preservation Office of the removal from the list.

Commissioner Brinton read a statement from the Historic Preservation Commission. The Millcreek historic preservation commission acknowledges the forthcoming demolition of the residence located at 2661 East evergreen Avenue. The contributing structure within the Evergreen Avenue Historic District, which is listed on the National Register of Historic Places. While this outcome is deeply unfortunate, we understand and respect the needs of the new owners, particularly their desire for significant accessibility improvements that could not be reasonably achieved within their constraints of the existing structure. In addition, the owner reports that their condition evaluation found that the House has an asbestos and black mold that would require significant remediation. The owner also mentioned structural concerns. After careful review and dialog, the property owner has elected to demolish the current home and build a new, fully accessible residence. In doing so, they have made the commendable decision to subdivide the property into only two lots, far fewer than what current zoning would allow, thereby helping to preserve the scale and rhythm of the historic streetscape. As a commission, we remain steadfast in our mission to protect and preserve mill Creek's historic structures and neighborhoods. However, under state Utah State law. Our authority is limited, even within nationally recognized historic districts, such as Evergreen Avenue. We do not possess enforcement powers to prevent demolition or mandate preservation. We do, however, look forward to working with the homeowners to ensure the property and its history are documented and shared with the community. This case is a solid reminder of both the fragility of our historic resources and the urgent need for stronger preservation tools. At the local level, we remain committed to advocating for voluntary preservation, offering education and support to home homeowners, promoting the existing financial benefits of preservation, and celebrating the heritage that continues to define Millcreek's character. The Millcreek Historic Preservation Commission, which consists of Ryan Lufkin, chair, Peter Brinton, Vice Chair,

Kaye Donahoe, Commissioner Tiffany Hunter Greene, Commissioner Emily Johnson, Commissioner Arie Leeflang, Commissioner Coy.

Commissioner Greene seconded the motion. Chair Lufkin asked for the vote. Commissioner Johnson voted yes, Commissioner Greene voted yes, Commissioner Brinton voted yes, Chair Lufkin voted yes. The motion passed unanimously.

2. Adjourn

ADJOURNED: Commissioner Greene moved to adjourn the meeting at 5:24 p.m. Commissioner Brinton seconded the motion. Commissioner Greene voted yes, Commissioner Brinton voted yes, Commissioner Johnson voted yes, Chair Lufkin voted yes. The motion passed unanimously.

APPROVED: _____ **Date**
Ryan Lufkin, Chair

Attest: Alex Wendt, Deputy Recorder



**Minutes of the
Millcreek Historic Preservation Commission and
Planning Commission
December 9, 2025
12:00 p.m.
Special Meeting**

The Historic Preservation Commission and Planning Commission of Millcreek, Utah, met in a special meeting on December 9, 2025, at City Hall, located at 1330 E. Chambers Avenue, Millcreek, UT 84106. The meeting was conducted electronically and live streamed via the City's website with an option for online public comment.

PRESENT:

Commissioners

Ryan Lufkin, HPC Chair
Peter Brinton, HPC Vice Chair
Ryan Lufkin
Kaye Donahoe
Tiffany Hunter Greene
Emily Johnson
Arie LeeFlang
Melissa Coy
Shawn LaMar, PC Chair
Victoria Reid, PC Vice Chair
Ian Wright
Christian Larsen
Jacob Richardsen

City Staff

Mike Winder, City Manager
Francis Lilly, Planning Director
Alex Wendt, Deputy City Recorder
Rita Lund, Communications Director
Sean Murray, Planner
Brad Sanderson, Planner
Ryan Bagshaw, Review Engineer
Elyse Sullivan, City Recorder

Attendees: Kirk Huffaker, Thom DeSirant, Bev Uipi, Mayor Jackson, Silvia Catten

MEETING – 12:00 p.m.

TIME COMMENCED – 12:39 p.m.

1. Training with Kirk Huffaker of Preservation Strategies

Mr. Huffaker introduced himself and said that he has been conducting training with the Historic Preservation Commission that are required by the US Park Service. He spoke about architectural styles. Bungalows and ranch style homes are often interchanged but they are separated by about 50 years of time. Prairie style homes often hide where you enter the home. Shingle style homes are common in Rhode Island. Mr. Huffaker explained more styles of homes and used examples from the Salt Lake area and around Utah.

2. Staff Updates

There were no staff updates.

3. Adjourn

ADJOURNED: The meeting adjourned at 1:15 p.m.

APPROVED: _____ **Date**
Ryan Lufkin, Vice Chair

Attest: Alex Wendt, Deputy Recorder

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