



**PARK CITY MUNICIPAL CORPORATION
HISTORIC PRESERVATION BOARD MEETING
MARSAC MUNICIPAL BUILDING
COUNCIL CHAMBERS
445 MARSAC AVENUE
PARK CITY, SUMMIT COUNTY, UTAH
MINUTES OF APRIL 3, 2024**

BOARD MEMBERS IN ATTENDANCE: Randy Scott-Chair, Puggy Holmgren, Douglas Stephens, Jack Hodgkins, John Hutchings, Alan Long, Lola Beatlebrox

EX OFFICIO MEMBERS: Rebecca Ward, Planning Director; Caitlyn Tubbs, Senior Historic Preservation Planner; Mark Harrington, City Attorney

1. ROLL CALL

Chair Randy Scott called the meeting to order at 5:00 p.m. and conducted a roll call. All Board Members were present, with Board Members Long and Beatlebrox attending virtually.

2. MINUTES APPROVAL

A. Consideration to Approve the Historic Preservation Board Meeting Minutes from March 6, 2024.

MOTION: Board Member Stephens moved to APPROVE the Historic Preservation Board Meeting Minutes from March 6, 2024. Board Member Holmgren seconded the motion.

VOTE: The motion passed with the unanimous consent of the Board.

3. STAFF AND BOARD COMMUNICATIONS AND DISCLOSURES

Planning Director, Rebecca Ward, reminded the Board Members that on Tuesday evening in the Park City Library, there will be the final meeting held for the Bonanza Park Small Area Plan. The consultant presentation will take place from 5:30 p.m. to 8:00 p.m.

Senior Historic Preservation Planner, Caitlyn Tubbs, reported that the Second Quarter Historic District Grant Cycle is now open. Applications will be accepted until May 15, 2024, at 5:00 p.m. and the applications will be brought to the Board at the June meeting.

Planner Tubbs noted that a Work Session was originally scheduled for panelization and lift standards. However, that Work Session item has been moved to the next meeting.

Chair Scott asked how grant cycle information is shared with the community. Planner Tubbs explained that work is done with the Communications Department, which shares information on social media. Information is also added to the Park City website. Additionally, flyers can be printed off and handed out to residents. Board Member Puggy Holmgren suggested posting a flyer in the Post Office, as many read notices there.

4. **PUBLIC COMMUNICATIONS**

There were no public communications.

5. **REGULAR AGENDA**

A. **2465 Doc Holiday Drive – Material Deconstruction – The Applicant Requests the Historic Preservation Board Determine Whether a Second Story Rear Deck on a Significant Historic Structure, Located in the Single-Family (“SF”) Zoning District, May be Removed. PL-23-05940.**

Planner Tubbs presented the Staff Report and explained that the application is for Material Deconstruction at 2465 Doc Holiday Drive. She reported that a site visit was conducted both in person and virtually ahead of the Historic Preservation Board Meeting. Board Members met at the site at approximately 4:00 p.m. to look at the house, specifically the section of the house where the second-story deck has been removed.

The application came before the Historic Preservation Board at the last meeting on March 6, 2024, where the Board requested a site visit and asked to table the item to the current meeting. Planner Tubbs shared background information about the structure. It is designated as a Significant Historic Site on Park City’s Historic Sites Inventory. It was originally built in Coalville, Utah, in 1911. The home was relocated to its current site in 1978. She explained that the home sits at the corner of Buffalo Bill Drive and Doc Holiday Drive. As a result of that placement, both the front and rear facades are visible from the public right-of-way. Both facades are contributory to the historic structure. An image of the structure from 2013 was shared, which shows the second-story deck that existed prior to its removal. A more recent image was shared as well, which shows the structure after the deck was deemed unsafe by the applicant engineer and was removed.

Staff found multiple historic photographs of the structure, which show elements of the second-story rear deck. Additionally, a copy of the Sanborn Fire Insurance Map from Coalville, Utah, was found. It sat adjacent to the Summit County Courthouse and was circled in red on the map shown. Planner Tubbs reviewed the details of the map.

Based on Staff research, there was no indication that the porch had been removed previously or that the materials had been exchanged. Staff is forwarding the same recommendation as before, which is for the Board to review the Material Deconstruction application and consider denying the request to not be required to reconstruct the second story deck.

Board Member Jack Hodgkins wanted to know how this matter falls under the jurisdiction of the Historic Preservation Board. The house was built in 1911, but it is not a Park City historic site. It has not been in the community for 50 years and it is not in a location that would be typical for a house of that age. In addition, the style is not what would normally have been seen in Park City at the time. Planner Tubbs appreciated the points made by Board Member Hodgkins. This is a four-square architectural style, which is not one of the main styles seen in Old Town. It was also relocated from Coalville to Park City. However, it has been reviewed by several consultants as well as prior Boards and Commissions and has been officially designated a Significant Historic Site. It is codified in the Land Management Code on the Historic Sites Inventory. Any modification to the form or removal of materials falls to the Historic Preservation Board for consideration.

Board Member Douglas Stephens agreed with the comments shared by Board Member Hodgkins. In the Meeting Materials Packet, there was a narrative about whether or not the house was significant. One of the last paragraphs stated that because the structure had been moved, it could not be listed as significant within the National Park Service.

Board Member Lola Beatlebrox asked City Attorney, Mark Harrington, to weigh in on this issue. Attorney Harrington stated that it is listed on the Historic Sites Inventory for Park City, which is adopted by ordinance. If the Board wants to revisit that, it needs to be done by looking at the ordinance and listing. However, it is not appropriate to do so as part of this application. Staff is applying this section of the code because it is already listed.

Board Member Stephens asked to see a photograph of the structure when it was moved. The applicant, Randy Clark, shared the requested image with the Board. The photograph illustrated the roof line. He pointed out how much the roof line matches the front of the house. The intention is to follow the original design of the roof line on the lower level.

Mr. Clark explained that the house was purchased a few years ago. There is a desire to maintain the historic value to whatever degree possible. That being said, the request is for Material Deconstruction to replace the lower section only. Since the structure arrived in the Prospector Park Subdivision, a separate garage was built on the north side of the house. The porch is on the north side of the house, so it faces the garage. With the upper level of the patio built, there is a severely limited view out of the north-facing windows. The view will be of the garage and a small section of the mid-level trees rather than the sky. He is entitled to the same enjoyment of the view as his neighbors and asked that this be taken into consideration as part of the Material Deconstruction request.

Board Member Beatlebrox referenced the photograph that was shared. It showed the structure being moved. She assumed that the porch was moved intact with the rest of the building. Mr. Clark confirmed that it was moved with the structure. Board Member Stephens pointed out that the photograph clearly shows the second level was moved with it, but the main level porch was removed. Chair Scott noted that the earlier site visit was to determine whether the materials were historic. There was difficulty clarifying that because the applicant had a contractor remove the second-story portion. He asked about a permit to remove the upper-level deck. Mr. Clark reported that a permit was applied for.

Board Member Holmgren referenced Page 11 of the Meeting Materials Packet. She pointed out the location of the upper deck. Board Member Hodgkins noted that it was not constructed after the structure arrived, as it came that way from Coalville. Planner Tubbs reported that one of the Building Permits that had been filed for on the property since the relocation to Park City was the installation of a railing on the upper story to address life/safety concerns. Board Member Stephens noted that the porch was brought to Park City. As a result, it has the same historical significance as the house. Board Member Hodgkins added that there was nothing to suggest it was not there from the start. Mr. Clark reiterated that his ability to enjoy the views from his property is impacted.

Chair Scott explained that it is the responsibility of the Historic Preservation Board to review each application as it relates to historic materials and to make judgments about the materials and the impact on the character of the home. Planner Tubbs reported that the applicant engineer determined that the second-story deck was structurally unsound, so the material was removed. A permit was applied for, but when the permit was under review, the Planning Department flagged the request and indicated that it needed to proceed through the Historic District Design Review ("HDDR") process before the permit could be issued. However, after the permit was flagged, the engineer made the determination that the structure was not safe. The materials were then removed.

Board Member Stephens expressed some confusion about the engineer. It seemed that Epic Engineering drew the plans for the Building Permit, but there was no report from them on the status of the materials that were removed. Mr. Clark clarified that a contractor removed the materials. The contractor had an engineering team. He offered to find out whether the engineer responsible for the determination was licensed and provide those credentials to the City. Board Member Hodgkins wondered what an Engineer's Report would provide at this point since the materials were already removed by the contractor.

Additional discussions were had about the determination made by the engineer and the fact that materials were removed without a permit. Mr. Clark noted that the Inspection Report said the structure was suspect. There were sources for the determination.

Chair Scott opened the public hearing. There were no comments. The public hearing was closed.

MOTION: Board Member Hutchings moved to DENY the Material Deconstruction request at 2465 Doc Holiday Drive for the second-story rear deck based on the following:

Findings of Fact

1. The property is located at 2465 Doc Holiday Drive (2465 Doc Holliday Drive) in the Single Family (SF) Zoning District.

2. The Site is also known as the William and Emma Carruth House and is designated a Significant Historic Site on Park City's Historic Sites Inventory.
3. The house was constructed in Coalville, UT in 1911.
4. The Structure was moved to its current location in 1978.
5. On August 28, 2023, the Applicant's representative submitted Building Permit #PLAN23-1144 to remove the upper deck on the rear of the Significant Historic Structure.
6. On August 30, 2023, the Planning Department flagged the Building Permit and notified the applicant a Historic District Design Review application approval would be required before the permit could continue.
7. At some point, the Applicant's contracted engineer determined the deck was unsafe and the deck was promptly removed.
8. On December 11, 2023, the Applicant submitted a Historic District Design Review (HDDR) application to the Planning Department requesting the permanent Material Deconstruction of the second-story deck structure be allowed.
9. LMC § 15-15-1 defines Historic Integrity as:
 - "The ability of a Site to retain its identity and, therefore, convey its Significance in the history of Park City. Within the concept of Historic Integrity, Park City Municipal Corporation recognizes seven (7) aspects or qualities as defined by the National Park Service, that in various combinations define integrity. They are as follows:
 - *Location* – The place where the Historic Site was constructed, or the Historical event took place;
 - *Design* – The combination of physical elements that create the *form*, plan, space, Structure, and style of a Site. The design includes such considerations as the structural system, massing, arrangement of spaces, pattern, and fenestration, textures and colors of surface materials, type, amount, and style of ornamental detailing, and arrangement and type of plantings in the designed landscape;
 - *Setting* – The physical environment, either natural or manmade, of a Historic Site, including vegetation, topographic features, manmade features (paths, fences, walls), and the relationship between Structures and other features or open space;
 - *Materials* – The physical elements that were combined or deposited during a particular period of time in a particular pattern or configuration to form a Historic Site;

- *Workmanship* – The physical evidence of the crafts of a particular culture or people during any given period of history, including methods of construction, plain or decorative finishes, painting, carving, joinery, tooling, and turning;
 - *Feeling* – A Site's expression of the aesthetic or Historic sense of a particular period of time. Feeling results from the presence of physical features that, taken together, convey the Property's Historic character;
 - *Association* – The direct link between an important Historic era or Person and a Historic Site. A Site retains association if it is in the place where the activity occurred and is sufficiently intact to convey that relationship to an observer."
10. LMC § 15-15-1 defines Material Deconstruction as: "[t]he disassembly of structures for the purpose of salvaging and reusing as many of the construction materials or building components. In some cases, deconstruction or dismantling may be used to remove non-historic materials from a historic site or structure or to remove those historic construction materials or building components that are beyond repair."
 11. The second-story deck was removed before the materials were demonstrated to be irreparable or unsafe.
 12. Following a public hearing held on March 6, 2024, the Historic Preservation Board continued the Material Deconstruction of the second-story rear covered deck at 2465 Doc Holiday Drive (2465 Doc Holliday Drive) item to April 3, 2024, requesting a site visit before the meeting.
 13. LMC § 15-11-12.5 requires Historic Preservation Board review and approval for all Material Deconstruction of Historic Materials prior to the issuance of a Building Permit for any Material Deconstruction work.
 14. The Significant Historic Structure has had a second-story rear deck since its construction in c. 1911.
 15. The second-story rear deck was removed prior to the issuance of a Building Permit and prior to the Historic Preservation Board reviewing and approving the Material Deconstruction.
 16. Following a public hearing held on April 3, 2024, the Historic Preservation Board denied the Material Deconstruction of the second-story rear covered deck at 2465 Doc Holiday Drive (2465 Doc Holliday Drive).

Conclusions of Law:

1. The loss of the second-story rear deck results in an adverse impact to the Historic Integrity of the Significant Historic Structure.

Order

1. The Material Deconstruction request is denied, and the Applicant is required to reconstruct the second-story rear deck.
2. The removal of the second-story deck has resulted in a modification to the Design of the Structure as well as a net loss of materials and workmanship items.

Board Member Holmgren seconded the motion.

VOTE: The motion passed with the unanimous consent of the Board.

Chair Scott suggested that Mr. Clark work with the Planning Department to determine the best way to reconstruct the second-story rear deck. Mr. Clark asked about an appeal process. Director Ward explained that City Staff will follow up with him about that.

Board Member Stephens agreed with the decision made but pointed out that this was a house that was brought into Park City. It seems this should never have been included on Park City's Historic Sites Inventory. If it was not considered significant by the National Park Service, he is not sure why it was included in the Park City inventory. It was noted that the applicant can go through a process to remove the structure from the list.

Discussions were had about structures on the Historic Sites Inventory that are outside of the Historic District. Director Ward confirmed that there are a few outside of that area. Board Member Stephens asked whether it is appropriate to look at the few outside the Historic District to determine whether any of those structures were moved and when. Planner Tubbs confirmed that Staff can put together that information for a future meeting.

6. WORK SESSION

- A. **Land Management Code Amendment – Discussion Regarding Materials, Paint, and Stain Opacity in Historic Districts – The Historic Preservation Board will Conduct a Work Session to Discuss Existing Standards in the Regulations for Historic Districts and Historic Sites Regarding Permitted/Prohibited Materials and Opacity Minimums for Paint and Stains. PL-24-06041.**

Planner Tubbs presented the Staff Report and explained that the Work Session item is a discussion about materials, paint, and stain opacity in Historic Districts. Last June, the Historic Preservation Board conducted a Work Session regarding opacity requirements.

As part of that conversation, the Board discussed the idea of removing the opacity requirement from non-historic structures or additions to historic structures but leaving the opacity requirement for the historic structures in order to make sure those visually stood out in the district. More recently, in December 2023, the Historic Preservation Board held a second Work Session. After further discussion, it was requested that there be an additional Work Session scheduled to take a closer look at permitted and prohibited materials in the Historic Districts as well as the paint and stain opacity requirements.

Board Member Hodgkins asked for more information about what was driving these discussions. Planner Tubbs reported that the conversation began with some input from members of the public. It was clear that there is a strong interest in incorporating some non-opaque finishes into the Historic District, but that is currently not permitted. As that conversation evolved, there were some additional comments made about other materials.

As currently enacted, building materials shall be compatible in scale, proportion, texture, finish, and color to materials used on Historic Structures in the Historic District. The Historic District regulations also state that synthetic building materials, such as fiber cement or plastic-wood composite siding, shingles, and trim cannot be used unless the materials are made of at least 50% recycled and/or reclaimed materials and if the applicant can demonstrate that the use of these materials will not have an adverse impact on the character of the Historic District. The materials specifically called out as prohibited in the district are vinyl and aluminum. Vinyl and aluminum windows are not permitted, and vinyl siding is not permitted. She noted that aluminum-clad wood windows are permitted.

Planner Tubbs shared physical examples of different materials with the Historic Preservation Board. The materials were currently allowed under the provisions. She noted that aluminum is allowed as a roofing material as long as it complies with the solar reflectivity requirements and is a durable material. Composites are allowed as long as the applicant is able to demonstrate that they have a minimum of 50% recycled content. It is also required that the composite materials be painted or finished to be fully opaque.

Board Member Hodgkins asked about the environmental impact of materials. Planner Tubbs reported that the City has a focus on sustainability. Currently, the regulations encourage sustainably sourced materials. However, the composite materials are only required to be a certain percentage recycled. The City wants to encourage homeowners to incorporate more sustainable materials into their design and building methods.

Board Member Hodgkins pointed out that the issue with some composite materials comes from cutting the materials on-site. The dust can get into the environment. He wanted to know whether that impact has been considered. Planner Tubbs stated that once the recycled material actually arrives on site, beyond the standard limit of disturbance and necessary mitigation of noise, odor, and dust, there are no additional requirements.

Planner Tubbs reviewed the opacity requirements. As enacted, materials such as wood, that are traditionally painted shall have an opaque rather than transparent finish. Rustic,

unfinished wood siding is generally not appropriate on houses but may be appropriate on accessory structures or additions to historic buildings. The reasoning behind that was referenced in the Staff Report where there is a link to a 2022 memo from SWCA. It details how historically in Park City, paint was utilized as a fireproofing material on wooden structures in addition to being used to make the City appear vibrant, clean, and colorful. Traditionally, paint was opaque on the exterior of the structure, and non-opaque finishes were inside the building. Accessory structures were historically left unpainted.

When Planning Staff is reviewing proposed materials for new construction, additions, or rehabilitation of historic structures, there is work done with the applicants to determine the amount of opacity required. The general rule is to look at the grain of the material. If it is possible to see the texture of the grain, but not the color difference of the grain, it is generally thought to be opaque enough. She shared physical examples of materials that would pass that opacity rule of thumb and some examples that would not pass.

Board Member Hodgkins had a question about the amount of grain texture in the example materials. Planner Tubbs explained that historic siding materials are usually slightly smoother than the samples currently being passed around. It would depend on the quality of wood and the species of wood. With the Land Management Code requirements, some additional flexibility is allowed with the grain patterning, because it does evoke the same characteristic and appearance as wood, although it might not be as smooth as other historic grain patterns would have been. Board Member Hodgkins felt it should look like the historic material. Director Ward explained that there is a provision that the new infill should not imitate the historic structures but should complement them instead. She stressed the importance of clarifying what some complementary materials would be.

Based on the previous Work Session discussion, it seemed there was a desire to have historic structures be opaque. However, there was also discussion about potential flexibility for additions to historic structures and new infill within the Historic Districts. Planner Tubbs believed applicants are looking for some flexibility when it comes to the opacity of the finish. There is generally a good understanding of the materials that are permitted or not permitted in the district, but the final appearance is where there is a desire to have some more flexibility. Board Member Hodgkins referenced the metal sample that was passed around. He expressed some concerns about how that would be used. It is a matter of the size and shape of the panels rather than the material in that case.

Planner Tubbs asked if there is a preference to place a limitation on the amount of metal that can be put on a structure in the district as opposed to the amount of wooden siding or composite siding. Board Member Hodgkins was not sure if it would be a percentage of total aluminum siding but suggested limiting the size of the panels themselves. Board Member Holmgren thought with the metal, there should be some openness for artistic endeavors. Board Member Stephens noted that the panels could be used for a transition between a historic house and a new addition. He wondered whether those kinds of details should be codified or if they can be handled through the design review process. He does not want to see a lack of creativity in an effort to move through the process quickly.

Board Member Stephens asked about the existing code language for opacity. He wondered whether it was adequate for the design review process. Board Member Hodgkins pointed out that non-opaque finishes are not currently allowed. Planner Tubbs confirmed this unless it is on an accessory building. There has been feedback from several homeowners and members of the design community that there is interest in some additional flexibility when it comes to the opacity requirement. If the Historic Preservation Board wants to move in that direction, there would need to be an amendment to the Land Management Code. The Board discussed reclaimed wood.

Board Member John Hutchings discussed a house located in his neighborhood. It has a lower level of opacity, and he does not feel it is compatible. That being said, under the right circumstances, having a lower opacity could be compatible. Planner Tubbs posed a question to the Historic Preservation Board and asked for additional feedback:

- Are there materials the City should prohibit on Historic Structures or on new structures/infill that are within the Historic District?

Board Member Hodgkins did not believe copper was used much and asked if it should be prohibited because it is not a historic material for the area. Planner Tubbs noted that there have been some applicants who have utilized copper in gutters and trim. The copper tends to oxidize fairly quickly, so it generally does not trigger reflectivity concerns. Board Member Hodgkins pointed out that copper is not necessarily part of the historic look here. The Board discussed the difference between copper and aluminum materials.

Planner Tubbs explained that if there is a material currently prohibited under the regulations that the Historic Preservation Board does not feel should be prohibited, that is something that can be communicated to Staff. Board Member Hodgkins stated that it is not necessarily the material itself, but the look of the material. There has been a lot of talk about compatibility, which has more to do with how the material actually looks. Board Member Hodgkins stressed the importance of considering whether the material itself has PFAS contaminants. It is important to think about this if non-natural materials are used.

Planner Tubbs posed another question to members of the Historic Preservation Board:

- Should the City consider removing the paint and stain opacity requirement from non-historic structures and/or new builds in the Historic District?

Board Member Hutchings thought it was possible to relax the opacity requirement, but there needed to be some design element that fit in with the district. There was agreement that there needed to be some level of compatibility. For instance, there could be a historic shape and then there could be allowance for different materials and finishes. Board Member Stephens pointed out that removing the paint and stain opacity requirements would not necessarily mean an owner could do whatever they wanted, but there would be another tool to make sure a new addition or infill project was compatible in the district. Instead of removing the requirements entirely, the intention is to allow more flexibility.

Planner Tubbs explained that Staff can look into some different options based on the comments shared by the Historic Preservation Board. Director Ward noted that applications are considered in the context of the full code, which includes the roof forms, windows, and so on. If there is some flexibility with the opacity requirement, several community members would appreciate that change. Board Member Stephens noted that compatibility has been mentioned a lot by Board Members. Chair Scott wants to make sure that whatever the Historic Preservation Board suggests is helpful to the process.

Board Member Hodgkins asked if brick and stone cladding is allowed. Planner Tubbs reported that it is to some degree. It is recommended that there be a limitation on the amount of stone that is utilized on residential structures. As for the size of the stone, it is recommended that it be limited to the size of the stone that a miner would have been able to carry and place by hand since traditionally, stone was seen in retaining walls and foundations. Brick tends to be seen more often in commercial rather than residential. Board Member Hodgkins asked if there are limitations on brick colors, which was denied.

Planner Tubbs posed one last question to members of the Historic Preservation Board:

- Should the City consider removing the paint and stain opacity requirement from historic structures?

Planner Tubbs did not believe the Board would be supportive of removing the requirement from historic structures, based on the conversation so far. Director Ward asked about additions to historic structures. Board Member Hodgkins believed an addition to a historic structure was a non-historic structure. Director Ward stated that according to the Board Member discussions, the historic structure itself would be opaque, but any new infill that went through the review process could have some flexibility so long as it was compatible.

Board Member Hodgkins pointed out that people will interpret the code in a certain way and compatibility is difficult to define. Board Member Stephens thought there should be some flexibility through the design review process. Board Member Hodgkins understood that but noted that flexibility does not give Staff anything to point to when a homeowner wants to do something that does not seem compatible. Board Member Stephens explained that when there is too much regulation, a lot of the projects all look the same. Board Member Holmgren liked the idea of having some flexibility for homeowners.

Planner Tubbs appreciated the input received from Board Members about this matter.

B. Land Management Code Amendment – Historic District Regulation Illustrations – The Historic Preservation Board will Review Draft Illustrations of the Historic District Requirements and Provide Feedback to Staff. PL-23-06002.

Planner Tubbs presented the Staff Report and explained that the next Work Session item relates to a Land Management Code amendment for Historic District Regulation Illustrations. She shared some background information about the Historic District

Regulations. In 1983, Park City first published the Guidelines for Historic Districts. It was 52 pages in length and included illustrations. In 2019, the City Council adopted the guidelines into the Land Management Code. It was approximately 81 pages and did not include illustrations. In June 2023, the Historic Preservation Board held a Work Session and discussed multiple proposed Land Management Code amendments, which included illustrating the regulations for the Historic Districts and Historic Sites. Staff has returned with some proposed illustrations for the requirements and is looking for feedback.

The timeline for next steps was reviewed. Planner Tubbs explained that after the comments from the Historic Preservation Board discussion are incorporated, there will be a Work Session with the Planning Commission in May 2024. In June 2024, there will be Historic Preservation Board review and recommendation. At the end of June 2024, there will be Planning Commission review and recommendation. Planner Tubbs referenced Exhibit A in the Meeting Materials Packet, which includes the proposed illustrations. She clarified that the illustration is on the left and the enacted requirement is on the right.

The first requirement stated that "Additions should be visually subordinate to historic buildings when viewed from the primary public right-of-way." Planner Tubbs noted that the illustration shows the historic structure and a proposed addition. The proposed addition was a little bit more translucent, which gives the visual appearance that it has been offset further back from the front of the structure to reduce the visual impact. Board Member Beatlebrox thought the illustration looked more like a garage than an addition. Planner Tubbs stated that the illustration can be revised to look more like an addition.

The second requirement stated that "Windows with vertical elements are encouraged. The general rule is the height shall be twice the dimension of the width (commonly referred to as a 2:1 ratio). Double-hung, vertically proportioned windows similar to those used historically are particularly encouraged. Windows with traditional depth and trim are preferred." Planner Tubbs noted that the illustration was of a window that was twice as tall as it is wide. Board Member Stephens was unable to see the vertical casing trim going down each side. He thought that element needed to be added to the illustration.

The next requirement stated that "Garages featuring a side-by-side parking configuration shall maintain a 2-foot horizontal offset in the front wall plane." Planner Tubbs explained that the requirement is there to make sure that there is not just one large wall of garage at the street front. She pointed out the front entry and garage on the proposed illustration. Board Member Stephens suggested that those elements be clearer on the illustration. He also felt that the scale of the illustration was off and asked that it be looked at again.

Planner Tubbs shared illustrations for more recently enacted requirements. The first was, "A maximum 12-foot-wide curb cut and 12-foot-wide driveway is allowed within the Front Setback. Beyond the Front Setback, the driveway may achieve a 22-foot maximum width to access the two-car garage." Another requirement was listed and stated:

- "One maximum 10-foot-wide curb cut and one maximum 10-foot-wide driveway is allowed to access each of the two garages. The two driveways: shall be separated

with at least 18 inches of landscaping and shall include a vertical element at least 18 inches in height, 18 inches of width, and in a length to be approved by the Engineering Department, depending in right-of-way encroachments, turning radii, and sight distance triangle.”

Board Member Beatlebrox asked about the landscaping. Planner Tubbs noted that there had been discussions about that when the requirements were enacted. There was work done with the Engineering Department and it was found that requiring the 18-inch-tall vertical element, whether it be rock, artwork, or some other kind of permanent fixture, should protect the plant materials and prevent them from being run over or parked on. Discussions were had about the vertical element requirement and what was envisioned.

The next requirement stated that “A site shall be returned to original grade following construction of a foundation. When the original grade cannot be achieved, no more than eight inches of new foundation shall be visible above final grade on the primary façade. No more than two feet of the new foundation shall be visible above final grade on secondary and tertiary facades.” Planner Tubbs explained that the illustration demonstrates where the two feet would be measured. Board Member Stephens thought there needed to be additional clarity about the location of the primary façade. Board Member Hodgkins felt there needed to be a better illustration to show the siding versus the foundation. Board Member Stephens agreed that more clarity is needed.

Planner Tubbs believed the request is to define where the front is, demonstrate the eight inches on the front, and also clarify the side view. That was confirmed. Board Member Hodgkins suggested a three-dimensional drawing, so it is possible to see the side and front of the building in one illustration. Planner Tubbs noted that there could be two sets of drawings next to one another or there could be a three-dimensional view.

The next requirement related to acceptable topography or grading treatments. It stated:

- The natural topography and original grading of a site shall be maintained when feasible;
- Building and site design shall respond to natural features. New infill residential buildings shall step down or up to follow the existing contours of steep slopes;
- A new site’s natural slope shall be respected in a new building design in order to minimize cuts into hillsides, minimize fill, and minimize retaining walls.

Instead of multiple terraces and multiple retaining wall faces, there is some mild terracing as well as some natural landscaping for these two options. Board Member Hodgkins wondered whether the slope should not be as steep in the bottom illustration as in the top illustration. He felt one of the two should have a steeper slope than the other. Planner Tubbs confirmed that it is possible to create an illustration with one lower-grade slope and one with a higher-grade slope. Incorporating some siding or color differences would add additional clarity to the images. The images are intended to be side views of a home, but the Board felt it came across as a narrow front instead, so changes would be made.

Planner Tubbs shared requirements related to transitional elements, which stated:

- On a rear addition, the width of the transitional element shall not exceed two-thirds the width of the elevation to which the transitional element is connected. The transitional element shall be set in from the corners of the affected historic elevation by a minimum of two feet;
- The depth of the transitional element (i.e. the distance between the affected historic elevation and the addition) shall be a minimum of one-third the length of the least wide historic elevation adjacent to the impacted historic elevation.

Planner Tubbs reviewed the proposed illustrations. Board Member Hodgkins pointed out that certain elements looked too similar. It was noted that it is possible to put in some graph lines to differentiate things. Planner Tubbs shared the isometric view of the rear addition and read the following language: "In the case of additions to the secondary façade, visible from the primary public right-of-way, the transitional element shall be set back a minimum of five feet from the primary façade." The depth of the transitional element versus the length of the least wide historic elevation is also considered as well as the requirement for rear additions, which is mirrored for side additions with regard to the width. Board Member Hodgkins asked about the line on the lower lefthand corner of the illustration shown. Planner Tubbs explained that it was supposed to indicate a porch. Discussions were had about how to best define the porch area and add additional clarity.

Board Member Hodgkins asked if an addition on the side can be taller than the main structure. Planner Tubbs reported that there is a zone height maximum, but as long as the transitional element is lower than the ridgeline of the historic house, it could be taller.

Planner Tubbs shared an additional illustration with the Board. She explained that it related to maximum heights. Board Member Hodgkins asked about the 10-foot minimum setback from the upper street and lower street. Planner Tubbs explained that it was for new construction. The 10-foot setback is a requirement of the zone building height. A maximum building height from grade to the ridgeline is allowed. As part of the height requirement, there is also a minimum setback required from the downhill façade at a maximum of 23 feet. There was a desire to add more clarity to the illustration proposed. It was suggested that the drawing be two-dimensional instead of three-dimensional.

Planner Tubbs thanked Board Members for providing feedback about the illustrations. Board Member Hodgkins asked whether additional illustrations will be shared with the Board in the future. This was confirmed. Planner Tubbs explained that Staff will incorporate Board Member feedback into the first batch of illustrations, make revisions, and come back with some additional options for the Historic Preservation Board to consider.

7. ADJOURN

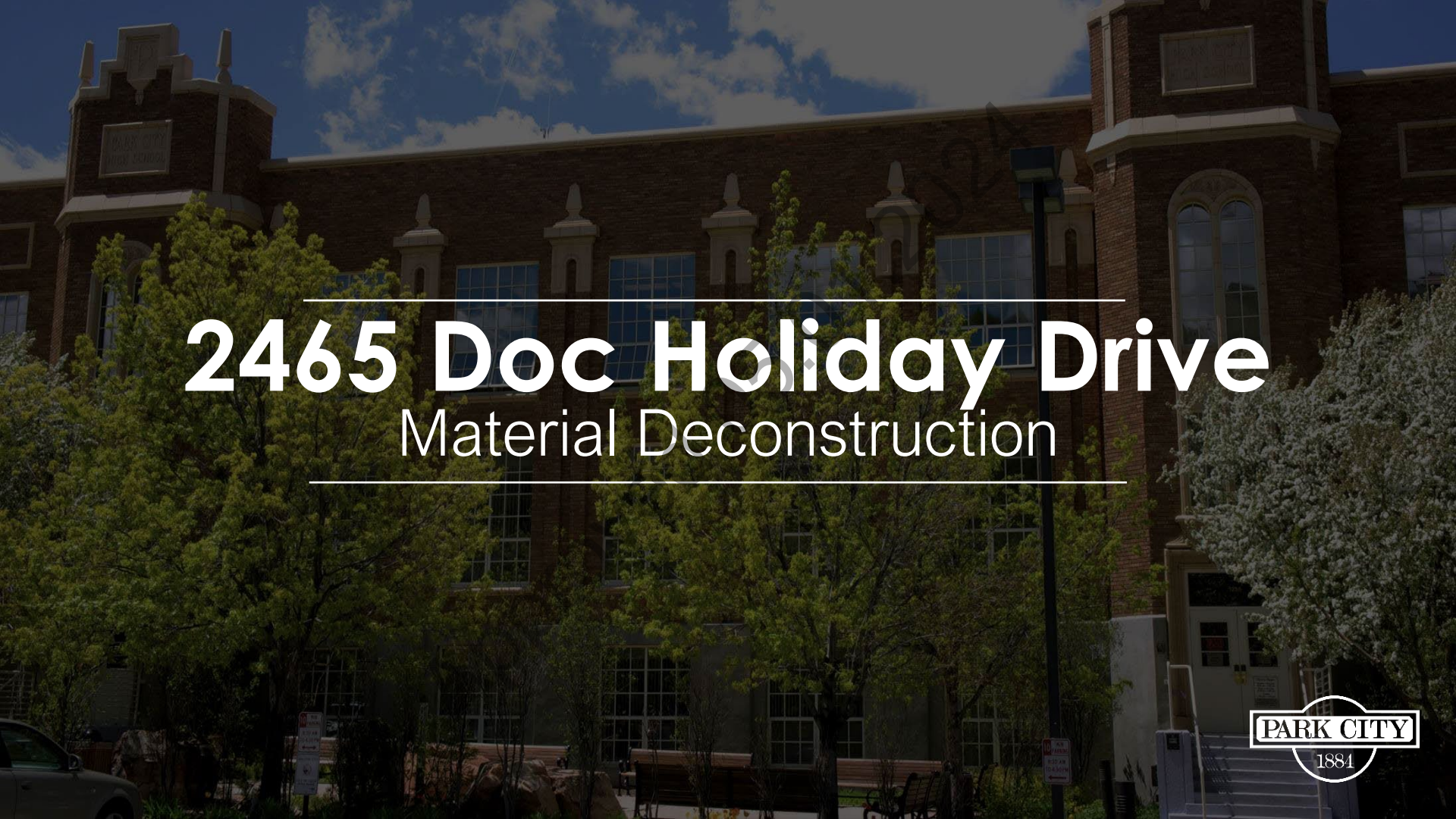
MOTION: Board Member Holmgren moved to ADJOURN. Board Member Hodgkins seconded the motion.

VOTE: The motion passed with the unanimous consent of the Board.

The Historic Preservation Board Meeting adjourned at approximately 6:50 p.m.

Approved by _____
Randy Scott, Chair
Historic Preservation Board

Approved 05.01.2024



2465 Doc Holiday Drive

Material Deconstruction

PARK CITY

1881

Background

Significant Historic Structure

Built c. 1911 in Coalville

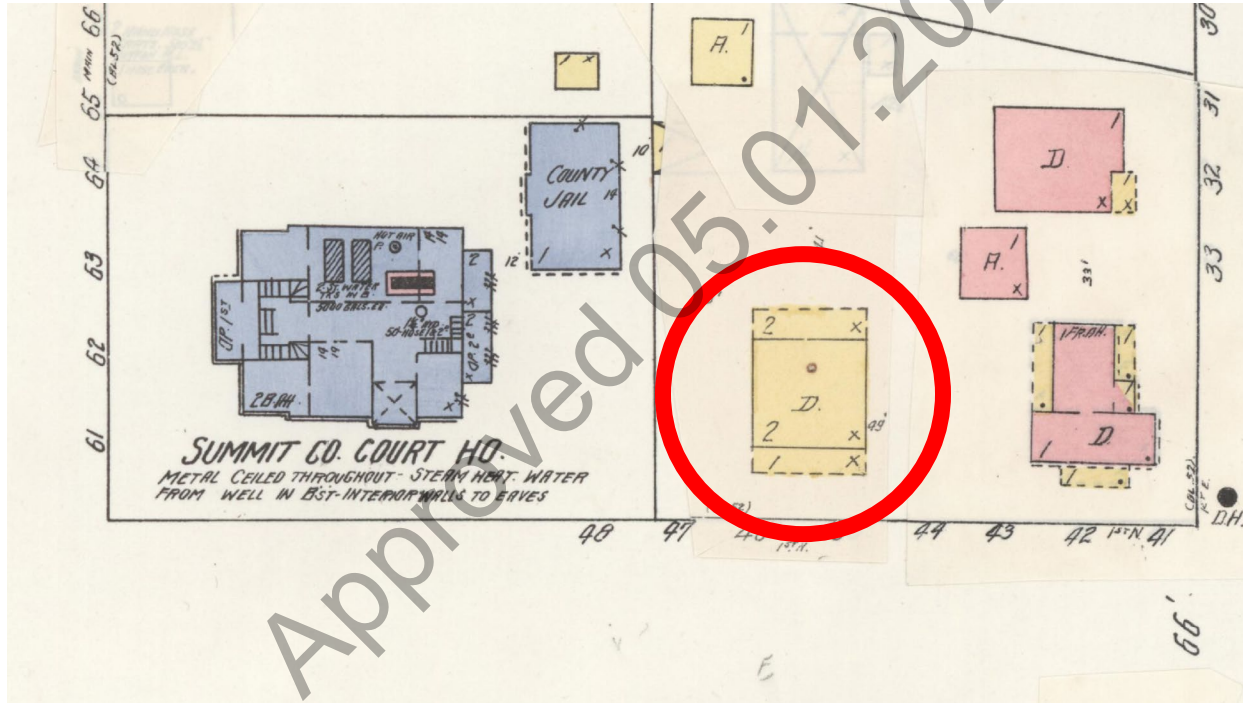
Relocated to Site in 1978



Background



Background



Background

March 6, 2024 – The Historic Preservation Board held a public hearing and continued the item to the April 3, 2024 meeting and requested a Site Visit before revisiting the item.

April 3, 2024 – The Historic Preservation Board conducted a Site Visit before the regularly scheduled meeting.

Historic Integrity

HISTORIC INTEGRITY. The ability of a Site to retain its identity and, therefore, convey its Significance in the history of Park City. Within the concept of Historic Integrity, Park City Municipal Corporation recognizes seven (7) aspects or qualities as defined by the National Park Service, that in various combinations define integrity. They are as follows:

1. **Location.** The place where the Historic Site was constructed or the Historical event took place.
2. **Design.** The combination of physical elements that create the form, plan, space, Structure, and style of a Site. Design includes such considerations as the structural system, massing, arrangement of spaces, pattern of fenestration, textures and colors of surface materials, type, amount and style of ornamental detailing, and arrangement and type of plantings in the designed landscape.
3. **Setting.** The physical environment, either natural or manmade, of a Historic Site, including vegetation, topographic features, manmade features (paths, fences, walls) and the relationship between Structures and other features or open space.
4. **Materials.** The physical elements that were combined or deposited during a particular period of time in a particular pattern or configuration to form a Historic Site.
5. **Workmanship.** The physical evidence of the crafts of a particular culture or people during any given period of history, including methods of construction, plain or decorative finishes, painting, carving, joinery, tooling, and turning.
6. **Feeling.** A Site's expression of the aesthetic of Historic sense of a particular period of time. Feeling results from the presence of physical features that, taken together, convey the Property's Historic character.
7. **Association.** The direct link between an important Historic era or Person and a Historic Site. A Site retains association if it is in the place where the activity occurred and is sufficiently intact to convey that relationship to an observer.

Recommendation

The Historic Preservation Board (I) Conduct a Site Visit; (II) Review the proposed Material Deconstruction; (III) conduct a public hearing; and (IV) consider denying the Material Deconstruction request and require the Applicant to reconstruct the second-story rear deck as it existed historically based on the Findings of Fact, Conclusions of Law, and Conditions of Approval outlined in the Draft Final Action Letter.





Materials, Paint & Stains

In Historic Districts

PARK CITY

1881

Background

June 7, 2023 – The Historic Preservation Board held a Work Session regarding opacity requirements for paints and stains in Historic Districts. The HPB suggested removing the opacity requirement for new construction and additions to Historic Structures.

December 6, 2023 – The HPB held a second Work Session and requested staff return later to further discuss permitted materials and opacity requirements within the Historic Districts.



Materials

Vinyl and Aluminum Prohibited – Windows and Siding

Building materials shall be compatible in scale, proportion, texture, finish and color to materials used on Historic Structures in the Historic District.

Synthetic building materials such as fiber cement or plastic-wood composite siding, shingles, and trim shall not be used unless the materials are made of a minimum of 50% recycled and/or reclaimed material...

Opacity



Figure 1: Examples of opaque paints/stains

Materials, such as wood, that are traditionally painted shall have an opaque rather than transparent finish.

Rustic, unfinished wood siding is generally not appropriate on houses, but may be appropriate on accessory structures or additions to historic buildings.



Figure 2: Examples of non-opaque paints/stains

— Opacity Background —

November 22, 2022 – SWCA Provided Technical Memorandum

- Paint advertised in the Park Record as fire-proofing material; maintained a clean, tidy appearance on the exterior of a building.
- Varnishes and stains advertised for interior use.
- Accessory Structures were typically unpainted.



Questions

Are there materials the City should prohibit on Historic Structures and within the Historic District?

Should the City consider removing the paint and stain opacity requirement from non-historic structures?

Should the City consider removing the paint and stain opacity requirement from historic structures?



Historic District Regulations

Illustrations Work Session

PARK CITY

1881

Background

June 16, 1983 – Park City published the Guidelines for Historic Districts; (52 pages in length with illustrations)

May 16, 2019 – The City Council adopted the Guidelines into the Land Management Code (Ordinance 2019-16); (Over 27,000 words; approximately 81 pages without illustrations)

June 7, 2023 – The Historic Preservation Board held a Work Session to discuss multiple proposed LMC amendments, including illustrating the Regulations for Historic Districts and Historic Sites.

Next Steps

Staff will incorporate the Board's comments into a revised set of illustrations;

May 8, 2024 – Work Session with the Planning Commission

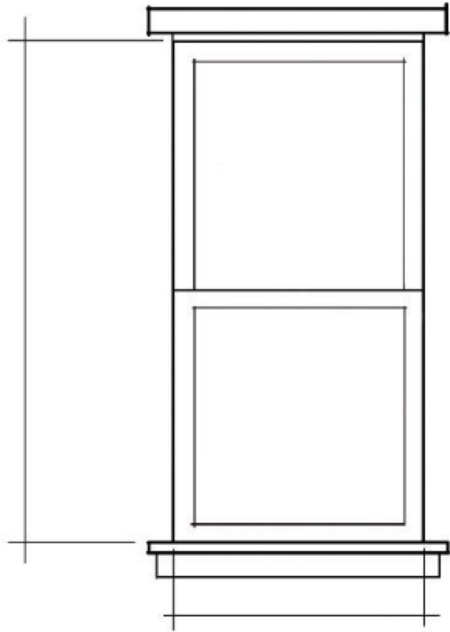
June 5, 2024 – Historic Preservation Board review and recommendation

June 26, 2024 – Planning Commission review and recommendation

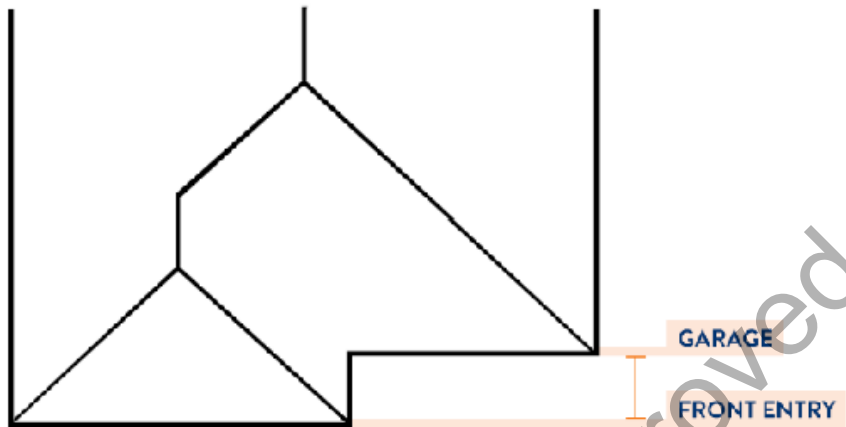




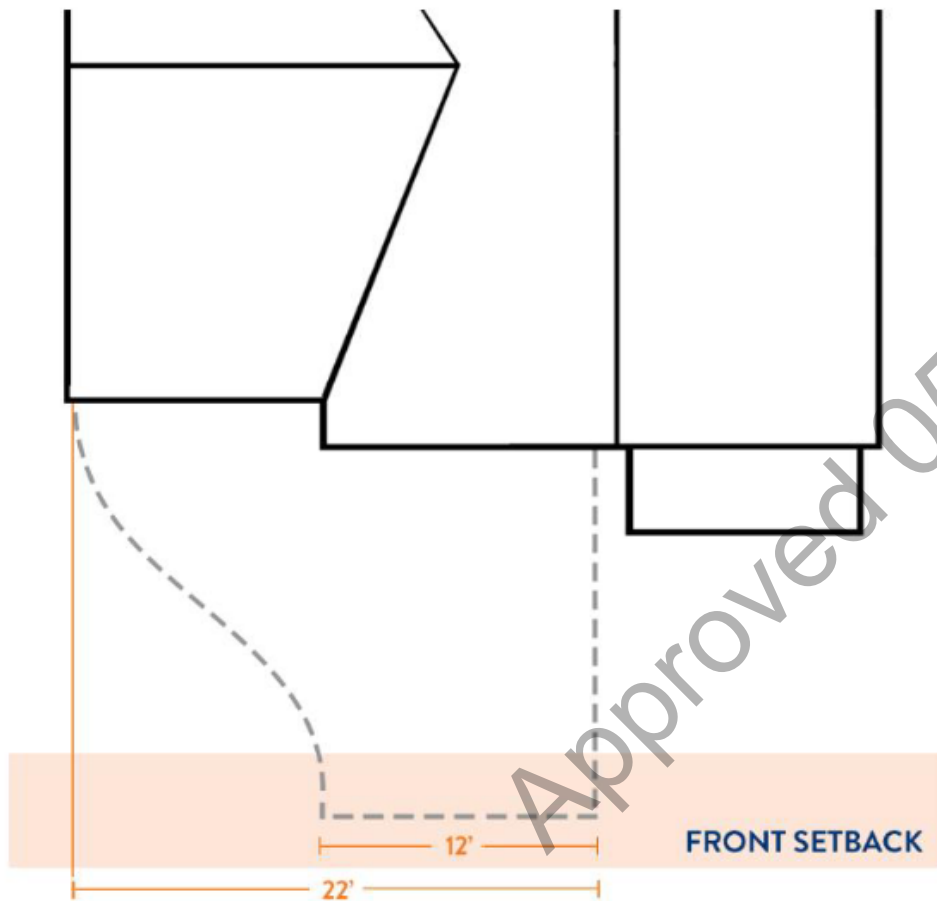
Additions should be visually subordinate to historic buildings when viewed from the primary public right-of-way.



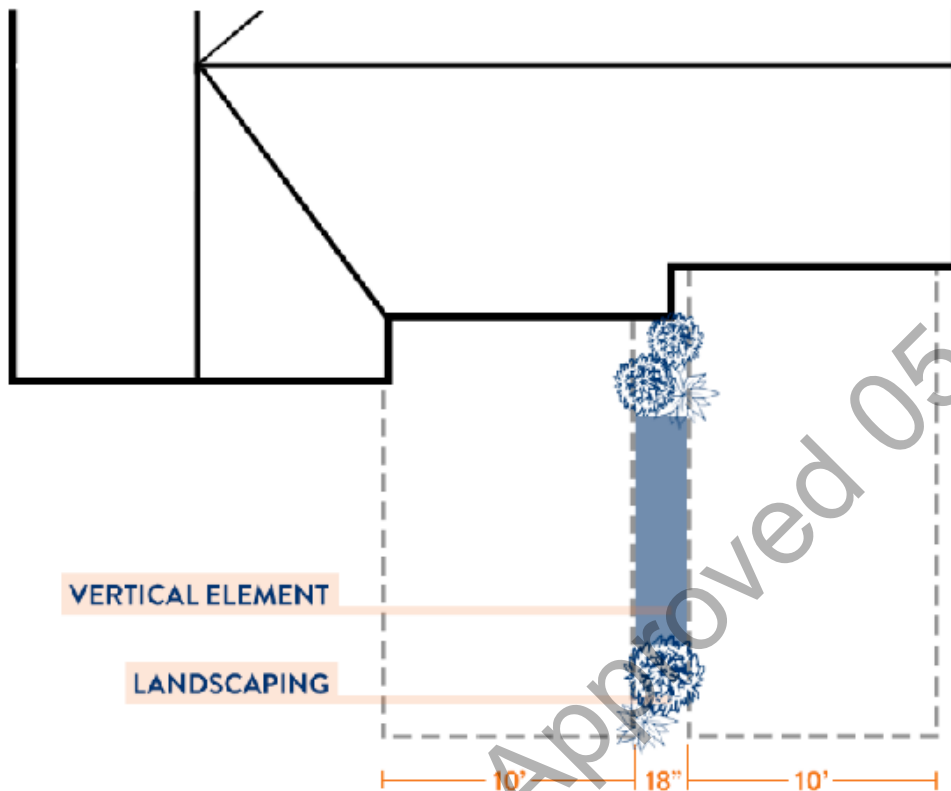
Windows with vertical emphasis are encouraged. The general rule is the height shall be twice the dimension of the width (commonly referred to as 2:1 ratio). Double-hung, vertically proportioned windows similar to those used historically are particularly encouraged. Windows with traditional depth and trim are preferred.



Garages featuring a side-by-side parking configuration shall maintain a 2 foot horizontal offset in the front wall plane.

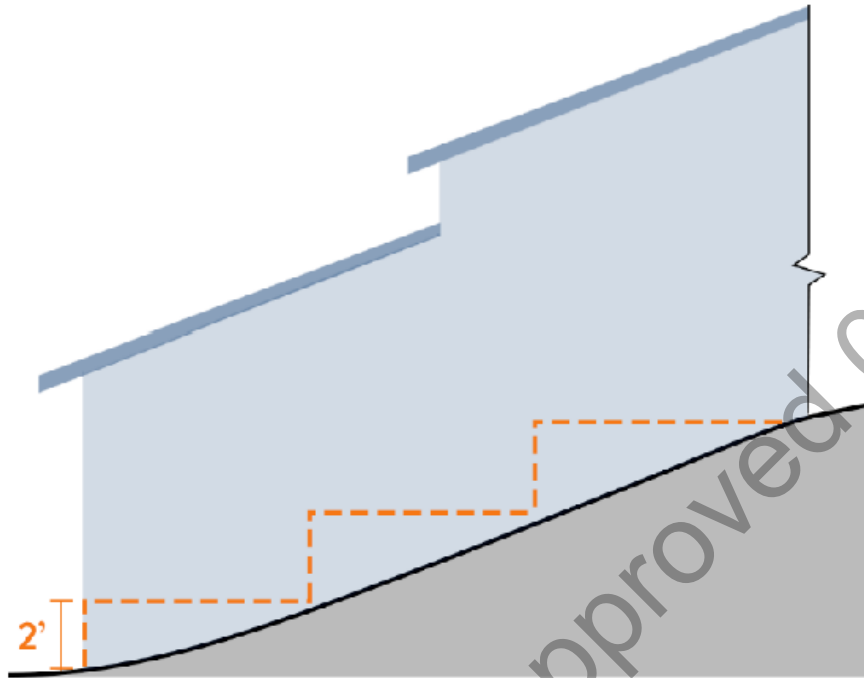


1. A maximum 12-foot-wide curb cut and 12-foot-wide driveway is allowed within the Front Setback. Beyond the Front Setback, the driveway may achieve a 22-foot maximum width to access the two-car garage.

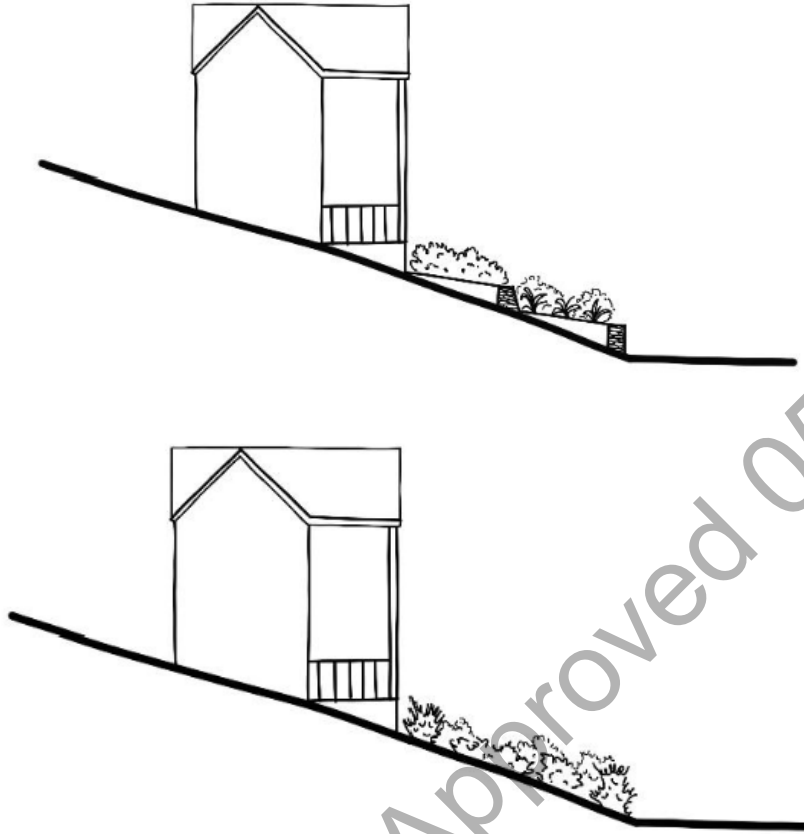


2. One maximum 10-foot-wide curb cut and one maximum 10-foot-wide driveway is allowed to access each of the two garages. The two driveways:

1. shall be separated with at least 18 inches of landscaping; and
2. shall include a vertical element at least 18 inches in height, 18 inches in width, and in a length to be approved by the Engineering Department, depending on Right-of-Way encroachments, turning radii, and Sight Distance Triangle.

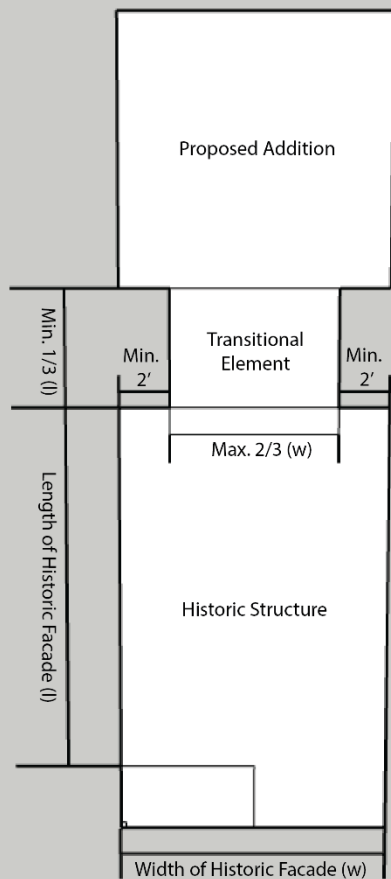


A site shall be returned to original grade following construction of a foundation. When original grade cannot be achieved, no more than eight inches (8") of the new foundation shall be visible above Final grade on the primary façade. No more than two (2) feet of the new foundation shall be visible above final grade on secondary and tertiary facades.

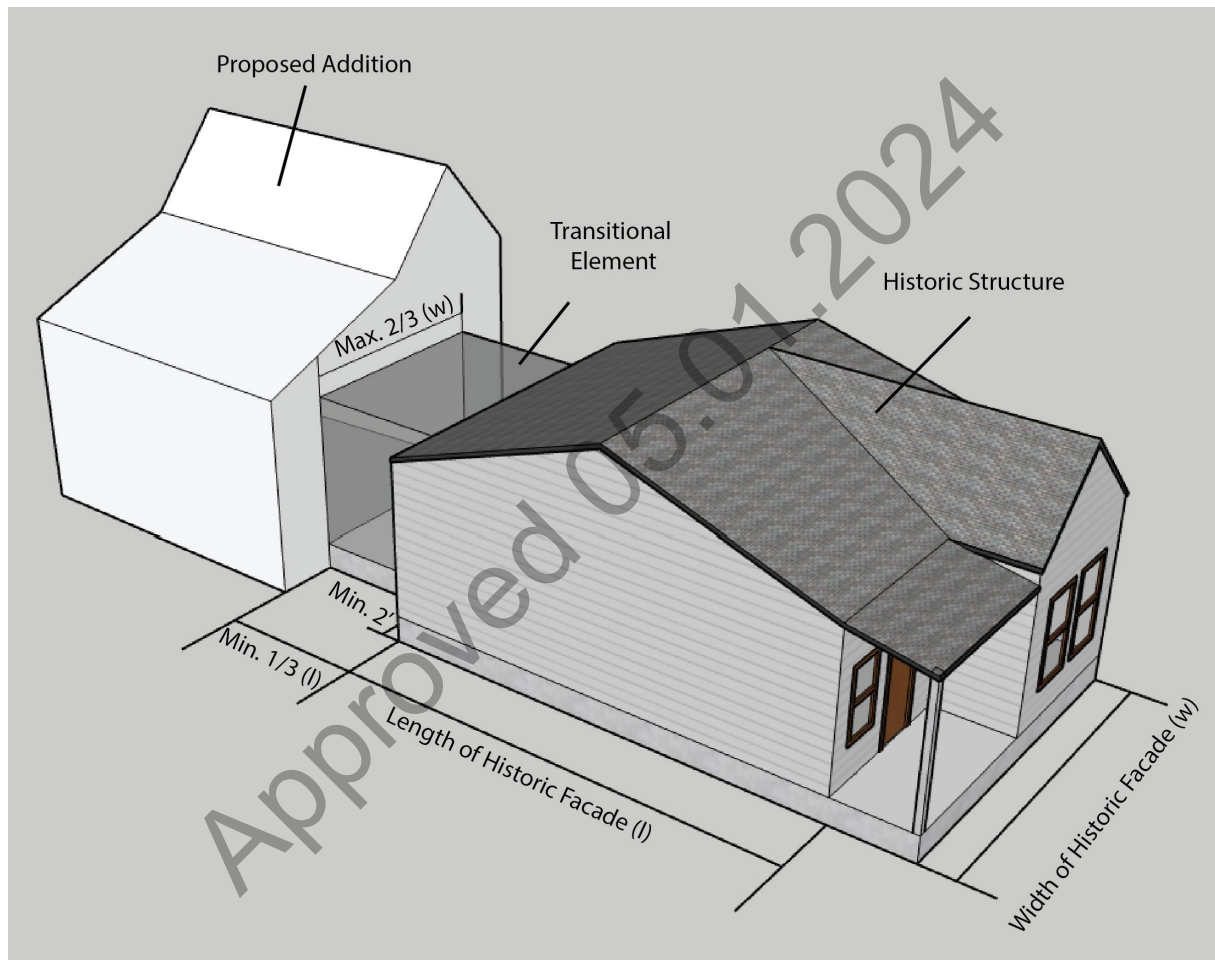


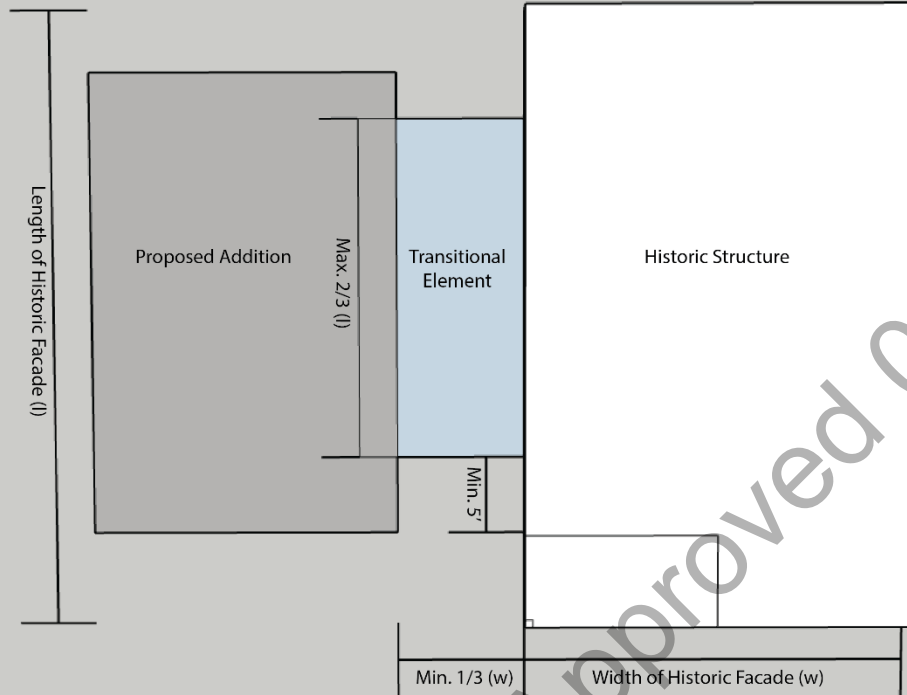
Topography and Grading

1. The natural topography and original grading of a site shall be maintained when feasible.
2. Building and site design shall respond to natural features. New infill residential buildings shall step down or up to follow the existing contours of steep slopes.
3. A new site's natural slope shall be respected in a new building design in order to minimize cuts into hillsides, minimize fill, and minimize retaining walls.

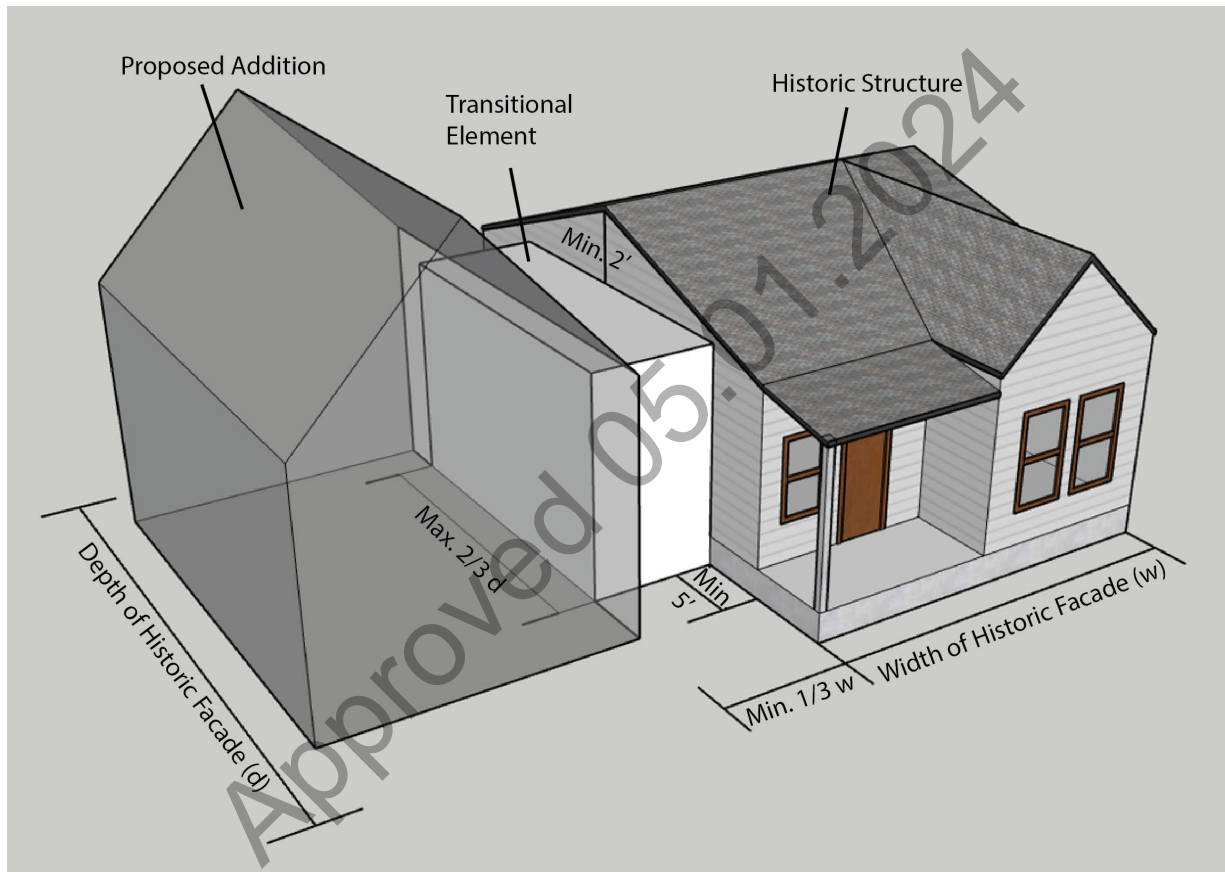


- (4) On a rear addition, the width of the transitional element shall not exceed two-thirds ($\frac{2}{3}$) the width of the elevation to which the transitional element is connected. The transitional element shall be set in from the corners of the affected historic elevation by a minimum of two feet (2').
- (6) The depth of the transitional element (i.e., the distance between the affected historic elevation and the addition) shall be a minimum of one-third ($\frac{1}{3}$) the length of the least wide historic elevation adjacent to the impacted historic elevation.
- (7) The highest point of the transitional element shall be a minimum of two feet (2') lower than the highest ridgeline of the historic structure.





- (4) On a rear addition, the width of the transitional element shall not exceed two-thirds ($\frac{2}{3}$) the width of the elevation to which the transitional element is connected. The transitional element shall be set in from the corners of the affected historic elevation by a minimum of two feet (2').
- (5) In the case of additions to the secondary façade, visible from the primary public right-of-way, the transitional element shall be setback a minimum of five feet (5') from the primary façade. All other previous requirements apply.
- (6) The depth of the transitional element (i.e., the distance between the affected historic elevation and the addition) shall be a minimum of one-third ($\frac{1}{3}$) the length of the least wide historic elevation adjacent to the impacted historic elevation.
- (7) The highest point of the transitional element shall be a minimum of two feet (2') lower than the highest ridgeline of the historic structure.



Questions

Does the HPB want to see any revisions to the draft illustrations before making a recommendation to the Planning Commission?

Are there other elements of the Regulations for Historic Districts and Historic Sites the City should illustrate as part of these LMC amendments?

Does the Board have any additional feedback for Staff?