



**PARK CITY MUNICIPAL CORPORATION
HISTORIC PRESERVATION BOARD MEETING
MARSAC MUNICIPAL BUILDING
COUNCIL CHAMBERS
445 MARSAC AVENUE
PARK CITY, SUMMIT COUNTY, UTAH
MINUTES OF JUNE 3, 2026**

BOARD MEMBERS IN ATTENDANCE: Douglas Stephens - Chair, Randy Scott (attending virtually), Puggy Holmgren, John Hutchings, Lola Beatlebrox, Katie Noble, Dalton Gackle

EX OFFICIO MEMBERS: Rebecca Ward, Planning Director; Ian Joyce, Senior Analyst; Elissa Martin, Planning Project Manager; Meredith Covey, Planner II; Lillian Zollinger, Planner III; Mark Harrington, Senior City Attorney; John Robertson, City Engineer; Jacob Klopfenstein, Planner II

1. CALL TO ORDER

Chair Douglas Stephens called the meeting to order at approximately 5:00 p.m.

2. ROLL CALL

Chair Stephens conducted a roll call of the Board Members present. It was noted that Board Member Randy Scott is attending the Historic Preservation Board Meeting virtually.

3. MINUTES APPROVAL

A. Consideration to Approve the Historic Preservation Board Meeting Minutes from April 1, 2026.

Board Member Lola Beatlebrox requested that an addition be made to the Meeting Minutes from April 1, 2026. She asked that it be made clear that the use of a restored building does not need to be known in order for a grant to be received. For instance, whether it will be used as a nightly rental. The focus is on whether the historic portion will be improved.

MOTION: Board Member Holmgren moved to APPROVE the Historic Preservation Board Meeting Minutes from April 1, 2026, as amended. Board Member Hutchings seconded the motion.

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

4. STAFF AND BOARD COMMUNICATIONS AND DISCLOSURES

Board Member Holmgren made a comment about the event held at the White Barn. She thought it was a success and noted that there was a strong turnout. Chair Stephens was unable to attend, but appreciates the effort that has gone into preservation awareness.

It was noted that Board Member Dalton Gackle joined the meeting at 5:02 p.m.

A. Historic Preservation Board Chair Election – The Historic Preservation Board will Elect One of Its Members to Serve as Chair for a Term of One Year.

Chair Stephens explained that the Historic Preservation Board needs to elect a new Chair for the term of one year. Board Member Beatlebrox was nominated to serve as Chair.

MOTION: Board Member Holmgren moved to ELECT Board Member Lola Beatlebrox as the Historic Preservation Board Chair for a term of one year. Board Member Hutchings seconded the motion.

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

It was noted that Board Member Beatlebrox will serve as Chair for the remainder of the meeting. Chair Beatlebrox thanked Board Members for the nomination and appointment. Board Member Stephens suggested that next year, this decision be made one meeting ahead so the new Chair is able to serve in the position at the beginning of the meeting.

5. PUBLIC COMMUNICATIONS

Chair Beatlebrox asked if there were any public communications.

Don Roll explained that he is Co-Chair of the Friends of Ski Mountain Mining History Committee. He thanked the Historic Preservation Board for its support over the years, especially when it comes to the Silver King Coalition Mine Building. Mr. Roll also thanked the Historic Preservation Board for nominating them for the preservation award this year. He distributed a small book to the Board Members present and reiterated his appreciation.

There were no further public communications.

6. REGULAR AGENDA

- A. Utah Main Street Program – The Historic Preservation Board will Consider Forwarding a Recommendation to the Utah State Historic Preservation Office for the Tier 1 Utah Main Street Program that Connects Historic Commercial Districts with Technical Assistance, Peer Community Networks, and Grant Opportunities that Support Preservation-Based Economic Development.**

Senior Analyst, Ian Joyce, presented the Staff Report and explained that the first Regular Agenda item relates to the Utah Main Street Program. Program Manager of the Utah Main Street Program, Chelsea Gauthier, and Technical Preservation Manager/Deputy SHPO from the State Historic Preservation Office, Amber Anderson, are present at the meeting.

Analyst Joyce reported that the Utah Main Street Program works in conjunction with Main Street America, which has been around for more than 35 years. There are more than 2,000 communities in that program. In 2021, the program was reinstated in Utah. As of 2025, there are 22 communities from Utah in the program. The Utah Main Street Program focuses on a preservation-based economic development model that utilizes a four-point approach: economic vitality, quality design, effective promotion, and sustainable organization.

Ms. Gauthier introduced herself to the Historic Preservation Board and explained that the initial program ran from 1997 to 2007. There was a pilot program from 2019 to 2021 and the Utah Main Street Program was created in 2021. It moved to the State Historic Preservation Office in 2022. Since then, there has been work done with 22 communities across the State, from rural to urban settings. She explained that the Main Street America four-point approach is applied, which is a proven framework for economic revitalization.

A map was shared to illustrate the work that is done all over the country. Utah Main Street is a network of passionate community members who are engaged in historic commercial district revitalization. The program brings people together to preserve the heart of communities, strengthen local economies, and celebrate unique places in the State.

In 2025 and 2026, there was work done with 22 communities. All of the new Tier 1 communities will be announced in early July, but it was announced to Park City on June 1, 2026, that there has been acceptance into the Tier 1 program. Ms. Gauthier shared information about the different tiers. Tier 1 means that someone is starting within the program. Once a year, it is possible to apply for the Tier 2 program. This is the bulk of the program, where technical assistance, grant support, and broader targeted support is provided. Tier 2 and Tier 3 are aligned with Main Street America standards. Tier 3 is for accredited Main Street Communities that meet Main Street America accreditation standards.

Ms. Gauthier reviewed the Community Evaluation Standards:

- Broad-Based Community Commitment to Revitalization;
- Leadership and Organizational Capacity;
- Funding and Program Operations;
- Strategy-Driven Programming;
- Preservation-Based Economic Development;
- Demonstrate Impact and Results.

The City will consider the community vision, existing plans for the downtown area, and the market understanding and then create a transformation strategy that applies the four-point approach of economic vitality, design, promotion, and organization. In Tier 1, there will be tracking done every six months. In Tier 2 and Tier 3, tracking is done on a quarterly basis.

Additional information about the four-point approach was shared. Ms. Gauthier explained that design creates a sense of place and looks at the physical assets, such as historic buildings. Promotion creates a sense of community and helps to tell the story of the area. Economic vitality creates a sense of vitality and considers how the local businesses are supported. Organization creates a sense of ownership and focuses on community support through a strong volunteer network and strong partnerships. She next shared statistics that were submitted to Main Street America. In 2025, for every dollar that was invested into one of these downtown districts through programs in the Main Street America network, there was a \$23.13 return. There is tracking done to determine the full-time and part-time jobs created, new businesses, rehabilitation projects, new construction projects, public and private investments, and the volunteer hours contributed. Some of the key benefits were shared:

- Tier 1: Promising Communities:
 - Access to Main Street America information and Utah Main Street information and resources.
- Tier 2: Affiliate Communities:
 - Access to Main Street America and other informational resources including Utah Main Street staff for training and technical assistance.
- Tier 3: Accredited Communities:
 - National recognition, technical visits, resource team visits, community analysis reports, one-on-one opportunities with independent consultants, and more.

Ms. Gauthier reported that there are spring workshops hosted each year. This past year, there was a workshop hosted in Springville, Utah, and the focus was on arts as economic development in Historic Districts. There is also a Preservation Engaged Conference that is scheduled to take place on June 12, 2026, in Ogden, Utah. She reiterated that there is technical assistance available for the cities in Tier 2 and Tier 3 of the program.

Ms. Anderson shared information about the Utah State Historic Preservation Office and some of the incentive programs that are offered. She reported that the Utah Main Street Program is within the Utah State Historic Preservation Office. The office was created as part of the National Historic Preservation Act of 1966, and there are State Historic Preservation Offices in every state and territory throughout the country. The Act of 1966 was a nationwide commitment to historic preservation after years of urban renewal resulted in neighborhoods being demolished. The Act created several programs as well as the office. The work of the Utah State Historic Preservation Office was highlighted:

- National Register of Historic Places;
- Historic Tax Credit Programs;
- Certified Local Governments;
- Utah Main Street;
- Federal and State Compliance;
- Technical Guidance;
- Site and Building Records;
- Public Archaeology;
- Cultural Site Stewardship;
- Human Remains; and
- Cemetery Records and Preservation.

The Historic Tax Credit programs through the office are the largest financial incentives available for historic preservation in Utah. There are two programs, including the State Program for residential use and the Federal Program for income-producing use. Each provides income tax credits equivalent to 20% of the qualified costs of an approved project. If combined (residential rental) then it can be 40%. There is a National Register List requirement, either as part of a district or an individual property. There are also spending requirements for both, with \$10,000 for the State Program. The Federal Program is more complicated and is based on a calculation. There are also preservation requirements.

Ms. Anderson noted that there is another program that has the potential to provide funding, which is the Certified Local Governments Program. These are pass-through grants from the Federal government. She noted that there have been delays in the last two years because of what is happening at the Federal level. The funding has not come through at the same time as usual. Typically, if a community is designated as a CLG, there is the potential to apply for a grant every other year. It is a matching grant and the maximum available for rehabilitation is usually \$20,000. There is sometimes other funding available, but the Historic Tax Credit and Certified Local Governments Programs are the main financial incentives.

The Preservation Engaged Conference will take place on June 12, 2026, at Ogden High School. There are over 200 people registered so far and registration closes on June 5, 2026. There will be a full day of sessions as well as a keynote speaker. Those interested are encouraged to register and attend the Preservation Engaged Conference this year.

Planning Director, Rebecca Ward, explained that the Historic Preservation Board is asked to take action on this item. She wanted to know if the Board is interested in submitting a letter of support for Park City to participate in the Utah Main Street Program. The letter can be seen as Exhibit A of the Meeting Materials Packet. If there is a motion made expressing support, then there can be work done to finalize the contents of the letter. It could then be brought to Chair Beatlebrox for a final signature. Board Members expressed their support.

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

MOTION: Board Member Gackle moved to forward a RECOMMENDATION to the Utah State Historic Preservation Office for the Tier 1 Utah Main Street Program that Connects Historic Commercial Districts with Technical Assistance, Peer Community Networks, and Grant Opportunities that Support Preservation-Based Economic Development. Board Member Stephens seconded the motion.

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

B. External Siding Materials in Historic Districts – The Historic Preservation Board Will Review and Consider Adopting the Materials Evaluation Framework for Alternative Siding Materials for Use on Additions to Historic Structures and New Residential Infill in the Historic Districts. PL-25-06407.

Planning Project Manager, Elissa Martin, presented the Staff Report and explained that this agenda item has to do with External Siding Materials in Historic Districts. She shared background information about this process. Land Management Code ("LMC") § 15-13-2 and § 15-13-8 allow alternative or non-traditional siding materials on new residential infill and additions in the Historic District if included on the Master List of Non-Historic Materials and Finishes on file with the Planning Department. On December 3, 2025, the Historic Preservation Board established the Materials Advisory Committee. The Committee was tasked with developing the Master List of Non-Historic Materials and Finishes, ensuring that it meets the baseline criteria for durability, sustainability, and compatibility with the Historic Residential Districts. The Committee met several times and worked to develop a framework.

On March 4, 2026, the Historic Preservation Board reviewed the progress made on the framework and provided feedback. The Materials Evaluation Framework provides performance-based metrics that are based on standard industry testing and rating methods. The Materials Advisory Committee developed the framework so there would be a standardized and fair process to evaluate materials for inclusion on the Master List. During the research process, the Committee found that some metrics would vary for the

different material types. As a result, the framework is organized by six overarching material classes:

- Composites;
- Laminate panels;
- Fiber cement;
- Glass fiber reinforced concrete;
- Extruded aluminum; and
- Gaged metal panels.

The Alternative Materials Evaluation Framework was shared with the Historic Preservation Board. Manager Martin explained that there is a lot of information on the matrix, and a process is underway to break it down so the information is simplified. When new materials come to the Planning Department through a Building Permit or Historic District Design Review (“HDDR”) application, proposed materials will be reviewed through the framework.

Manager Martin highlighted how the framework is used with an example scenario that looks at two comparable sample products. Both sample products are in the same material class, but one sample product passes, and the other fails. The example scenario is for two fiber cement products, Equitone and James Hardie. She explained that the James Hardie example has qualities that do not measure up to the metrics that have been established.

Manager Martin shared additional information about the fiber cement products used in the example. The measurement of the color fade was described. Cole Knight explained that with higher-end fiber cement products and glass fiber reinforcement products, it is common that the surface finish is uniform all the way through the body of the product. With the Equitone, it would be possible to cut the large-format panels into six-inch dimensional boards with a specialized blade. As long as the surface treatment to the cut edges is appropriate, those would be uniform, resulting in durability and high performance over time.

Chair Beatlebrox noted that the Equitone sample is black, but wanted to know if there are other colors as well. Manager Martin confirmed that there are many other colors available. Board Member Stephens reported that in the past, there was a list of approved materials. The idea of moving forward is to address new materials and determine what is appropriate. He expressed appreciation for the work done by Staff and the Materials Advisory Committee.

Another example comparison was shared with the Historic Preservation Board. This example looks at composites, including LP Smart Side and Modern Mill Acre. Manager Martin reported that LP Smart Side is a common siding material that has been used in the past, but based on the fire resistance rating, it does not rate that well. Most of the other researched composites meet the minimum metric. Other metrics are met by both

products in the example scenario, but the fire resistance rating would make the LP Smart Side fail.

Manager Martin noted that both of the failing products in the example scenarios have a texture that imitates wood. That is something that would be considered on a case-by-case basis. The quality of that imitation can vary widely depending on the product.

Board Member Stephens explained that once the framework has been established, it will be possible to put it into practice. It can continue to be fine-tuned over time. Manager Martin reported that a six-month evaluation period has been discussed. There might be additional meetings of the Materials Advisory Committee if there are a lot of products that need to be reviewed, but Staff will start to use the framework and consider adjustments as needed.

Board Member Katie Noble pointed out that something could pass in one area and fail in another, but not fail overall. However, the fire rating resulted in a failure overall. She asked for clarification about the weight of the different criteria. Manager Martin explained that the Materials Advisory Committee determined that durability was the most important criterion in the evaluation process. A material product has to meet certain metrics to pass. If it fails to meet one of the criteria, then it does not pass. She noted that sustainability is more difficult to apply to materials. There are a lot of different ways a product can be sustainable, which is the reason sustainability is weighted. For compatibility, the product needs to meet all of the criteria in order to pass. The only category with some flexibility is sustainability. Chimso Onwuegbu pointed out that there are some red lines in the sustainability section as well.

Board Member John Hutchings asked how the City learns about new products. Manager Martin reported that when Building Permits are submitted, there will often be proposals for different siding products. Some of the products have been seen before, but sometimes there are new products proposed. Discussions were had about the various products available.

Chair Beatlebrox opened the public hearing.

Julie Wright noted that metal siding materials were mentioned on one of the presentation slides. She asked that additional information be provided. Manager Martin reported that the gaged metal panels mentioned have been included as a possible siding material. In the past, there has been approval of ornamental use of gaged metal panels on new infill projects. Right now, the limitation for a metal material on a façade has been set at 25%.

There were no further comments. The public hearing was closed.

MOTION: Board Member Stephens moved to ADOPT the Materials Evaluation Framework for Alternative Siding Materials for Use on Additions to Historic Structures and

New Residential Infill in the Historic Districts. Board Member Holmgren seconded the motion.

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

Manager Martin shared information about some of the topics discussed during the Materials Advisory Committee Meetings. There are a lot of new stone masonry panel products, but those have not been added to the Master List as something that could be used as a primary siding material. This is due to conflicts with the LMC. In the Historic District Regulations, it states that primary siding material shall appear similar to those on historic structures in the streetscape or character area. Based on Staff research, stone masonry was not used as a primary siding material. It was used for retaining walls and commercial buildings, but it was not a common primary siding material. In 2019, the LMC was updated to clarify that stone masonry for residential buildings is not allowed. If a change is proposed, a code amendment would be needed. Manager Martin requested Board Member feedback about this material.

Board Member Stephens believed that section of the LMC needs to be updated so there is consistency with the work that has been done on the Master List of Non-Historic Materials and Finishes. There are certain stone materials, such as slate, that could be viable alternatives for a historic addition. Chair Beatlebrox felt there would need to be an evaluation of what the materials looked like. She referenced the images on the presentation slide and noted that the image on the left would likely pass, while the image on the right would not.

Board Member Noble would prefer to limit the amount of stone on the façade. She would also like there to be a stronger rubric for the application. Board Member Holmgren pointed out that there would likely need to be an evaluation on a case-by-case basis. Board Member Hutchings agreed and explained that he would not necessarily support four walls of stone in the Historic District. Mr. Knight reported that he has done some research about the historic use of stone and brick for residential buildings in Old Town. He found two examples of homes on the Historic Register that used stacked stone masonry at the original date of construction to enclose interior livable square footage. In addition, there is a historic house with brick masonry on all four exterior walls. These kinds of materials were used sparingly because of cost concerns at the time. Mr. Knight agrees with a percentage limitation.

Kelly Holland noted that there are ways to clarify durability for an adhered stone versus an anchored stone. There is a difference in the durability and it is possible to use the framework to provide clarification. Mr. Knight expressed support for that distinction and shared additional information about the material types. There are simple ways to classify them.

Board Member Stephens mentioned the earlier suggestion to allow only a certain percentage of stone. He believed that suggestion has to do with massing. The product

shown on the right in the presentation slide is an example of a heavier product. Through the design review process, the issue of massing could be handled. Mr. Knight reported that 543 Woodside Avenue is a relevant example. The garage level is new, but the lower living level is original to the house and it is clad in stone from the date of construction in historic stacked stone masonry. 40% to 60% of the exterior of the front façade is clad in stone.

Board Member Hutchings pointed out that it would be difficult to determine an appropriate percentage amount, because what works well for one house might not work well on another. Mr. Knight would recommend language that states, "40% of any given façade," as that would create balance. In addition, he would recommend language that states, "any masonry elements, stone or brick, must meet the ground plane if applied," since this would be a more historically and architecturally appropriate representation of the material.

Board Member Noble believed the LMC should be amended to allow stone masonry. There could be a separate category for stone masonry within the framework. However, her concern is that something could pass, but might not be appropriate. Board Member Scott noted that there could be guidelines in the compatibility section, similar to what was proposed for gaged metal panels. Mr. Knight noted that different patterns and formats of installation on stone masonry are generally well classified, so it would be possible to state that a random rubble pattern would not be allowed. Manager Martin reported that some visual aids can be created and shared with the Historic Preservation Board in the future.

Manager Martin asked for feedback on profile and dimensions. A lot of the materials in the evaluation framework come in larger formats. Currently, there is support to allow those larger format panels for up to 25% of the façade. Board Member Stephens stated that what is proposed will be tested over the next six months or so. There can be refinements made based on what is evaluated during that time. He pointed out that adjustments might need to be made on a semi-regular basis based on feedback from Staff about the framework.

Chair Beatlebrox mentioned the image on the presentation slide, which shows vertical siding that appears to be shorter in some areas and longer in other areas. That looks fairly modern and she could see it on an addition rather than a historic structure. Manager Martin clarified that it would not be applied to a historic structure. Chair Beatlebrox does not believe there would need to be a limit on something like that for an addition to a historic structure. Manager Martin explained that this material is an example of smaller pieces that can be applied in a pattern. The minimum dimension has been set as 4 feet in length for a panel.

Manager Martin thanked the Historic Preservation Board for providing feedback. She noted that there can be additional discussion about these topics at a future Board Meeting.

C. Land Management Code Amendments – The Historic Preservation Board Will Review Proposed Amendments to the Land Management Code for Regulations of Fences in Historic Residential Zoning Districts. PL-25-06769.

Planner II, Meredith Covey, presented the Staff Report and explained that this agenda item relates to LMC Amendments for Fences in Historic Residential Zoning Districts. The City Council directed Staff and the Historic Preservation Board to evaluate two questions:

- What fence type and materials are compatible and preserve the character of the Historic Districts?
- Where should fences be installed in the residential Old Town right-of-way?

Planner Covey suggested that the Board address the first question. She shared several illustrations to show the most common fence types historically seen in Park City, including picket fences, woven wire, and simple metal. Fences were historically installed to allow visibility to the front yard and the home. Based on research into peer communities, best practices, and input from the Historic Preservation Board at previous Work Sessions, the following LMC updates have been drafted to address fence types and materials at both historic and non-historic residential sites in the Historic Residential Zoning Districts:

- Fences shall be wood, metal, or a combination thereof in a style seen historically. Untreated wood and metal are prohibited, and weather-resistant coatings shall be utilized. Plastic and vinyl are prohibited;
- Solid, ornate wrought iron, board, split, or horizontal rail, railroad tie, and timber fences within the front yard or where visible from the right-of-way are prohibited;
- Picket fences, woven wire fences, and simple metal fences are allowed within the front yard or where visible from the right-of-way;
- Picket fences shall have a minimum picket spacing of one-half the width of the picket.

Planner Covey asked if the Historic Preservation Board has feedback about the proposed code amendments. Board Member Noble noted that the references to woven wire fences and simple metal fences might be too vague because woven wire could include chain link. Something more specific would be preferable. She noted that the illustrations could be specifically referenced. Planner III, Lillian Zollinger, clarified that chain link fences are prohibited. Director Ward reported that an intern is working on the illustrations. In addition, with the assistance of the Park City Museum, historic photographs have been compiled to be used as examples. Guidance is being finalized so it can be provided to applicants. The prohibition of chain link fence is in another section of code, but it could be reiterated.

Board Member Stephens noted that a lot of time has been spent looking at new materials for additions to historic homes and infill lots. It seems like the fence language is taking a step back. He mentioned the language, "...or a combination thereof in a style seen

historically.” It is difficult to have a historic wood fence due to the maintenance. Director Ward informed the Board that there are not often fence material requests beyond what has been outlined in the drafted language. She asked if there were specific materials Board Members would like to see included. Board Member Stephens believed additional time should be spent reviewing the proposed language. He offered to share material examples.

Director Ward explained that the code currently limits the materials to wood and metal. There can be concrete and stone used for retaining, but not for fences in the front. The challenge that Staff was asked to address is that the current code allows solid fencing in front yards and the City Council expressed concerns about solid fencing in the front. She clarified that the draft code takes what was in effect before the overhaul of the Historic District Regulations in 2019. Prior to 2019, there was clarification that there could not be a solid fence in the front yard, but there could be a solid fence in the side and rear yard. If the Board is interested in allowing some flexibility for the materials used, that could be considered.

Chair Beatlebrox expressed support for what has been drafted, but feels the language it out of order. To add more clarity, she suggested that the language read as follows:

- Fences shall be wood, metal, or a combination thereof in a style seen historically;
- Picket fences shall have a minimum picket spacing of one-half the width of the picket;
- Picket fences, woven wire fences, and simple metal fences are allowed within the front yard or where visible from the right-of-way;
- Untreated wood and metal are prohibited, and weather-resistant coatings shall be utilized. Plastic and vinyl are prohibited;
- Solid, ornate wrought iron, board, split, horizontal rail, railroad tie, and timber fences within the front yard or where visible from the right-of-way are prohibited.

It makes sense to start with what is allowed and end with what is prohibited. Chair Beatlebrox believed this would add more clarity, especially if the illustrations are included. Board Member Noble thought it was important to have the spacing codified as soon as possible, but in the future, she would like to revisit the idea of additional materials. Board Member Stephens suggested the removal of the language: “...in a style seen historically.” He asked for clarification about the proposed spacing. Planner Covey reported that if a picket is one inch wide, there would need to be half an inch of spacing before the next picket. Board Member Stephens thought more spacing would appear to be more historic. Planner Covey clarified that the minimum has been proposed and it was based on some peer research of other communities. Board Member Stephens thought it should be 1:1 in the front. Additional discussions were had about appropriate spacing for picket fences.

Board Member Holmgren asked if there was a height restriction on fences in the front. Planner Covey reported that fences in the front yard are allowed to be up to 4 feet in height, which is mentioned in the Zoning District Requirements. Board Member Stephens

requested clarification about the reference to untreated wood and metal. Planner Covey reported that untreated wood is wood without a stain or weather-resistant coating, and metal is something without a weather-resistant coating. Based on the research that was conducted, those materials do not tend to age well and are not as durable as other materials.

Board Member Stephens wanted there to be a focus on longevity. The following language was proposed: "Materials shall be weather-resistant or weather-resistant coatings shall be utilized. Plastic and vinyl are prohibited." Board Member Scott shared a proposed addition: "Picket fences, woven wire fences, and simple metal fences are allowed within the front yard or where visible from the right-of-way. If alternative materials are proposed..." Planner Covey stated that previously adopted language could be included in this section.

Board Member Noble asked if there should be minimum spacing for simple metal fences outlined as well. Planner Covey explained that the illustrations and photographs will provide additional clarification about spacing, but if there is a desire to incorporate that into the language as well, there can be a discussion about what to include. Board Member Noble believed there could be a different requirement for picket fences than for metal fences.

Discussions were had about the previously proposed language: "...in a style seen historically." Board Member Gackle suggested that this be changed to state: "...in a spacing seen historically." Chair Beatlebrox asked if it would make sense for Staff to bring back some additional illustrations and example photographs. Planner Zollinger explained that the illustrations are intended to inform the code, rather than be specifically referenced in the code. Board Member Stephens believed that the reordered language with the crossed-out line provides enough flexibility. Planner Zollinger asked if the Historic Preservation Board would like to change "style" to "spacing" or remove that line entirely. Several Board Members felt that "...in a style seen historically," should remain in the draft language.

Board Member Stephens pointed out that the language, "...in a style seen historically," narrows it down to a specific type of fence. There are other ways to judge whether or not a fence works. He pointed out that this is not a Design Guideline, but will be part of the LMC.

Planner Zollinger reported that in the draft ordinance, there are Regulations for Historic Sites and Regulations for New Infill separated out. It is possible for the language, "...in a style seen historically," to be removed from the new infill section but left in for historic sites. Board Member Stephens pointed out that something seen historically would limit the options. He shared information about his own home and what would work in the neighborhood. Board Member Noble stated that the role of the Historic Preservation Board is to preserve the historic character of the City. She agrees with removing this for infill, but believed historic houses should have fences in a style that were seen historically.

Board Member Stephens felt there should be some flexibility in the language. Board Member Noble would prefer to protect the integrity of historic homes with historic style fences, but she would support a process where someone could apply for an exception, variance, or something similar.

Board Member Stephens explained that if the line is removed, then there will be some level of flexibility and the design can be reviewed through the HDDR process. Director Ward believed there is Board Member consensus on reordering the bullet points, but there is some uncertainty about the inclusion of the line: "...in a style seen historically."

Board Members further discussed the line about historical style. Director Ward suggested the following: "Fences shall be wood, metal, or a combination thereof in a similar style to those seen historically." Board Members expressed support for that change. Senior City Attorney, Mark Harrington, noted that it is important to balance flexibility and specificity.

Planner Zollinger asked if there is general consensus for the language, as modified, which was confirmed. The next question had to do with where fences should be installed in the residential Old Town right-of-way. An image was shared with the Board. Planner Zollinger explained that the right-of-way is outlined in black and encompasses all of the colored portions shown. The orange portion is the road and the blue portion is the sidewalk, both of which include some utilities. The yellow portion is City right-of-way, which can also include utilities, and the red lines illustrate existing fences that cross over the property line and go into the City right-of-way. Minor encroachments in the right-of-way are reviewed and approved by the Engineering Department. Planner Zollinger explained that it is the responsibility of the Public Works Department to remove snow from the road and sidewalks. Snow could be stored in the City right-of-way buffer, but some fences have been there for a long time, are in a historic location, or are part of a pattern along the streetscape.

To balance the different perspectives, Staff met with some of the Board Members to review the right-of-way. Most of the Board believed fences in the right-of-way should be allowed right up to the sidewalk so there is continuity of the historic character. Some Board Members were interested in a possible two-foot setback from the sidewalk to allow for snow storage. There was also a suggestion to have different regulations for historic and non-historic sites.

Staff also met with the Engineering Department and Public Works Department. Planner Zollinger reminded Board Members that the Engineering Department is responsible for approving minor encroachments in the right-of-way. Based on the discussion with the Engineering Department and Public Works Department, there is no support to have fences in the right-of-way due to the lack of snow storage. Staff requests input from the Historic Preservation Board. Director Ward clarified that the fence type and materials discussion had to do with the LMC, but there are no code amendments proposed for fences in the right-of-way. The City Council has already enacted a code that authorizes

the Engineering Department to review and take final action on Encroachment Agreements for fences.

Board Member Noble asked what would happen if someone purchased a historic home with a fence in the right-of-way. She wanted to know if a fence replacement would trigger Engineering Department approval. Director Ward explained that it would depend on whether there was an existing Encroachment Agreement. If there was not an Encroachment Agreement in place, the fence could be required to be moved. There are some considerations, such as a historic fence that is identified on the Historic Site Form for a Landmark or Significant Site. Board Member Noble pointed out that it would be unfair for a new homeowner to lose a portion of their yard because of the fence location. She would rather have the default be that the fence can remain where it was located previously unless there is a problem in that location. Chair Beattlebrox noted that there was a previous Board discussion about fences, but the Engineering Department makes the final decision.

Director Ward reported that there have been three Work Sessions as well as two-by-two discussions dedicated to fences. Ultimately, the City Council has codified Engineering Department discretion. The Historic Preservation Board consensus appears to be that if a fence is allowed, it should be allowed up to the sidewalk. The recommendation could be updated to state that if there is a fence that requires replacement on a Landmark or Significant Historic Site, there be consideration to allow that to remain as part of the historic streetscape. Director Ward shared an example scenario at 1304 Park Avenue. That fence was not installed where it was located historically, so it was shifted to accommodate snow storage. It is no longer aligned with the other fences, but could become aligned over time.

Director Ward wanted to further clarify the Historic Preservation Board consensus. If a fence has historically been on a site that is a Significant or Landmark Historic Site, that should be taken into consideration when replacement is requested. If a fence is allowed to be installed, there is Historic Preservation Board support for it to be located up to the sidewalk, unless it would impede snow storage. She explained that this is an advisory recommendation that will be taken into account. City Engineer, John Robertson, expressed appreciation for all of the feedback provided. Everything will be taken into consideration before a final decision is made. He understands the desire to preserve historic character, but that has to be balanced with snow removal and safety. Work will be done to determine the most appropriate solution.

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

MOTION: Board Member Gackle moved to forward a POSITIVE RECOMMENDATION to the Planning Commission and City Council for the proposed LMC Amendments, Regulations of Fences in Historic Residential Zoning Districts, as amended. Board Member Hutchings seconded the motion.

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

The Historic Preservation Board took a short break before hearing the next agenda item.

D. 844 Empire Avenue – Modification – The Applicant Proposes Modifying the Historic Preservation Board's February 7, 2024, Material Deconstruction Approval to Remove Approximately 255 Square Feet of Historic Material to Accommodate an Addition to the Significant Historic Structure in the Historic Residential - 1 Zoning District. PL-26-06801

Planner II, Jacob Klopfenstein, presented the Staff Report and explained that this is a Modification request at 844 Empire Avenue. Background information about the site was provided. This is a Significant Historic Site that was damaged in a 2014 fire and has been vacant ever since. On February 7, 2024, the Historic Preservation Board approved a request from the previous owner to remove 386 square feet of siding from the east façade to accommodate an addition. There was HDDR approval on May 1, 2025, and an extension was approved on May 21, 2026. The property changed ownership in September 2025, and the applicant is now pursuing the previous owner's HDDR project, with modifications.

The applicant proposes a Modification to the Material Deconstruction approval to remove 255 square feet of historic material and to modify the Panelization Plan to panelize nine panels instead of the previously approved eight panels. Planner Klopfenstein reviewed a rendering submitted by the applicant, which shows the currently proposed design. The previous request is outlined in red, and the currently proposed project is in purple. Photographs of the site were shared for reference. This request complies with LMC § 15-11-12.5, and there are several Conditions of Approval outlined in the Draft Final Action Letter.

The second part of the applicant's request is a Modification to the Panelization Plan, which was approved under the previous owner. Planner Klopfenstein reported that there is one small change proposed that would split one of the larger panels into two on the historic front north façade. This would create nine total panels to be disassembled and transported from the site. One panel would be 15 feet 2 inches long, and the other would be 11 feet 6 inches long. An illustration of Panel B1 and Panel B2 was shared with the Board.

The applicant does not propose any changes to the amount of historic material proposed to be retained through panelization. The structural engineer found multiple structural issues with the building in 2023. In January 2024, the Chief Building Official determined that the structure is hazardous or dangerous pursuant to International Building Code Section 116.1.

Staff recommends the Historic Preservation Board review the Modification to the Material Deconstruction and Panelization approval, conduct a public hearing, and consider approval based on the Findings of Fact, Conclusions of Law, and Conditions of Approval outlined in the Draft Final Action Letter. The applicant representative is attending the meeting virtually.

Julie Wright reported that the previously approved plans allowed for the removal of 386 square feet of historic material, and the proposed plans now remove 255 square feet. She asked that this be taken into consideration. She questioned Condition of Approval #4:

- The Applicant shall update the plans to include windows that reflect a 2:1 height-to-width ratio on the proposed addition.

Ms. Wright mentioned transom windows and smaller windows. There is no desire to have a large rectangular window, but on the existing historic home, there is evidence of four historic windows that are not at a 2:1 ratio. There are many examples around town of historic homes and new builds that do not have the described 2:1 height-to-width ratio in place.

Board Member Stephens asked about the front façade with two panels. Planner Klopfenstein reported that it is the historic front façade. It was enclosed to create additional interior living space, but the proposal is to restore the historic front façade. He noted that there is an unusual lot configuration, as this property fronts three different right-of-ways.

Chair Beatlebrox wanted to know where the 2:1 windows are located. Ms. Wright clarified that the existing dormer windows do not have a 2:1 ratio and have a slight portrait orientation. Chair Beatlebrox asked for the rationale behind the Condition of Approval #4 language. Planner Klopfenstein explained that the 2:1 ratio reflects what has been seen historically.

Director Ward reported that the dormer windows are original to the historic home, facing the north façade. She mentioned the glazing on the upper story of the addition. Between now and the HDDR process, that will be reviewed, and compliance will be required. Large expanses of glazing on a front façade are not allowed. Regardless of whether Condition of Approval #4 is included in the Draft Final Action Letter or handled during the HDDR process, that section of code will be reviewed. It is possible to remove the drafted condition.

Ms. Wright explained that there have been discussions about design options with the Planning Department. She shared a rendering with the Historic Preservation Board. Board Member Hutchings discussed the Panelization request. He does not recall an approved Panelization project coming back with a request for an additional panel. He asked how to evaluate whether or not an already approved panel can be cut into two.

Board Member Stephens believed that, based on the drawing, the cut would be to the right of the door. Ms. Wright noted that the cut placement is intentional. It is a natural place to structurally separate the two halves of the wall, as it will result in a less visible joint at the top of the door.

Board Member Stephens acknowledged that what is proposed is a minor amendment to the existing plan. Board Member Gackle stated the request is reasonable, because it will be safer and easier to panelize that way. Ms. Wright explained that even though there is a change proposed to the approved panel, through Staff approvals, the original designs have been modified to preserve the original roofline and rear dormers, which were not in the previously approved designs. The intention is to bring the charm back to this structure.

Board Member Scott noted that there are two requests before the Historic Preservation Board, including a Modification to Material Deconstruction and a Modification to the Panelization. Board Member Gackle thought both of the requests were reasonable.

Chair Beatlebrox opened the public hearing.

Gibby Dunleavy explained that she is the daughter of the homeowner. There has been close work with the Planning Department and there is appreciation for all of the efforts that have been made. If the 2:1 ratio is not mentioned in the Draft Final Action Letter, it will still be covered in the next HDDR process. She noted that it has been somewhat difficult to receive clear feedback about design. Director Ward reiterated that the Board can strike the 2:1 condition. Multiple iterations of the plans have been received. There will continue to be work done with the applicant as the code compliance process and HDDR moves forward.

Ms. Dunleavy explained that Staff has been asked about compliance, because if the roof is not compliant, then that will change the material that will need to be taken out. Director Ward stated that based on the review, the proposed Material Deconstruction meets the requirements that are outlined in the LMC for the transitional element for an addition.

Ms. Dunleavy reported that there was a five or six week wait for this meeting to occur. She reiterated that there was some process confusion. Director Ward explained that there can be continued meetings with the applicant and applicant team outside of this meeting. Everything that the Historic Preservation Board reviews has been outlined and represented in the Staff Report. As conditioned, there is still the HDDR final review for the addition, as well as the other pending applications for Planning Commission review. When the Historic Preservation Board reviews Material Deconstruction for an addition, the sections of code that are in effect for compatibility for additions to historic structures are considered.

Director Ward explained that the Staff recommendation is that the request be approved. The design details related to the addition will be addressed during the HDDR process.

Ms. Dunleavy stated that there has been confusion reading and interpreting the code as far as the solid to void ratio. Discussions were had about what is currently before the Board.

Planner Klopfenstein reminded Board Members that the square footage removal and the change to the Panelization Plan are before the Historic Preservation Board for consideration. Chair Beatlebrox pointed out that it is possible to remove the Condition of Approval that mentions the 2:1 ratio. It was reiterated that this will be handled at the HDDR level.

Director Ward explained that during a public hearing, it is possible for the public to share comments. During the Historic Preservation Board deliberation, there is not a back-and-forth discussion with the applicant or applicant representative. She added that there is currently an approved plan set that is proposed to change. The Board is now considering the proposed Material Deconstruction as well as a modification to the Panelization Plan.

There were no further comments. The public hearing was closed.

MOTION: Board Member Gackle moved to APPROVE the Modification at 844 Empire Avenue, as amended, based on the following:

Background:

1. The HPB approved the removal of 386 square feet from the east façade to accommodate the previous owner's east-side addition to the Significant Historic Structure on February 7, 2024.
2. The previous owner recorded an Encumbrance and Agreement for Historic Preservation on July 2, 2025 (Summit County Recorder Entry No. 1238470) in accordance with the City's Preservation Policy outlined in LMC § 15-11-9.
3. The property changed ownership in September 2025, and the Applicant intends to pursue the previous owner's remodel, rehabilitation, and addition project at the Site with modifications.

Findings of Fact:

1. Pursuant to Land Management Code (LMC) § 15-11-12.5(A)(2), the HPB reviews requests to remove Historic Material to accommodate new additions. The Applicant proposes removing 255 square feet of Historic siding from the east façade of the Significant Historic Structure.
2. Pursuant to LMC § 15-11-12.5(A)(2), the Applicant's request for Material Deconstruction must be analyzed for compliance with LMC § 15-13-2 Regulations for Historic Residential Sites. The Applicant's modification

request will be reviewed for compliance with LMC § 15-13-2 by the Planning Director through the Historic District Design Review (HDDR) process.

3. Pursuant to LMC § 15-11-12.5(B), Applicants requesting Material Deconstruction must submit a complete application. The Applicant submitted a complete application on May 8, 2026.
4. Pursuant to LMC § 15-11-12.5(B), the Planning Department shall provide public notice in accordance with LMC § 15-1-21. Staff mailed courtesy notice to property owners within 300 feet on May 20, 2026.
5. Pursuant to LMC § 15-11-12.5(B), the HPB shall conduct a public hearing prior to taking Final Action on request for Material Deconstruction. The HPB opened and closed the public hearing on June 3, 2026.
6. On December 10, 2023, the previous applicant's structural engineer found multiple structural issues of the building, including that multiple wall panels of the Historic Structure had been damaged by fire, soil retention, or structural cuts from the construction of the existing additions, and the Applicant's proposal to panelize an additional panel of the Historic Structure complies pursuant to LMC § 15-11-14(A)(1).
7. On January 10, 2024, the Chief Building Official determined that the Significant Historic Structure is hazardous or dangerous pursuant to International Building Code Section 116.1, and the Applicant's proposal to panelize an additional panel of the Historic Structure complies pursuant to LMC § 15-11-14(A)(2).
8. The Applicant proposes an addition to increase the interior living space of the SFD and proposes maintaining the SFD Use, which is allowed pursuant to LMC § 15-13-2(B)(4)(a)(1).
9. The Applicant proposes an addition on the east façade of the Historic Structure, a secondary façade that will not impact or obstruct the Historic front (north) façade, which is allowed pursuant to LMC § 15-13-2(B)(4)(a)(2).
10. The Applicant proposes an addition that is visually subordinate to the Historic Structure and is set back approximately five feet from the front façade of the Historic Structure, and the highest roof ridge of the proposed addition is approximately two feet, eight inches shorter than the highest roof ridge of the Historic Structure on the Site, required pursuant to LMC § 15-13-2(B)(4)(a)(3).

11. The proposed addition will not impact the roof form of the Historic Structure, required pursuant to LMC § 15-13-2(B)(4)(a)(4).
12. The Applicant proposes removing approximately 255 square feet of Historic material from the east façade of the Historic Structure to accommodate the addition, allowed pursuant to LMC § 15-13-2(B)(4)(a)(5).
13. The Applicant proposes an addition with a footprint of approximately 315 square feet, or approximately 40% of the 791-square-foot footprint of the Historic Structure and a transitional element is not required pursuant to LMC § 15-13-2(B)(4)(b)(2).
14. The Applicant proposes an addition that is set back approximately five feet from the front façade of the Historic Structure and is not in-line, allowed pursuant to LMC § 15-13-2(B)(4)(a)(8).
15. The Applicant does not propose replicating an exact copy of the existing architectural style of the Historic Structure for the proposed addition, allowed pursuant to LMC § 15-13-2(B)(4)(c)(1).
16. The Applicant proposes wood and glass materials for the addition that are complementary to the existing style of the Historic Structure. The Applicant also proposes dormers and doors that reflect a 2:1 height-to-width ratio that are compatible with the existing style of the Historic Structure, allowed pursuant to LMC § 15-13-2(B)(4)(c)(2).
17. Condition of Approval 4 requires the Applicant to update the plans to include windows that reflect a 2:1 height-to-width ratio on the upper dormer of the proposed addition, required pursuant to LMC § 15-13-2(B)(4)(c)(7).
18. The Applicant recorded an assignment of encumbrance on September 22, 2025 (Summit County Recorder Entry No. 1241341) after purchasing the property. The assignment of encumbrance requires the Applicant to comply with the recorded Historic Preservation Plan.

Conclusions of Law:

1. The proposal complies, as conditioned, with Land Management Code Section 15-11-12.5 *Historic Preservation Board Review For Material Deconstruction*.

Conditions of Approval:

1. The Applicant shall remove no more than 255 square feet of Historic siding from the east façade of the Historic Structure as proposed in the Applicant's plans set dated April 1, 2026 (Attachment 1).
2. The Applicant shall salvage and reuse all possible Historic Material at the Site.
3. The Applicant shall obtain HDDR approval for the proposed modified addition and remodel project prior to submitting a Building Permit.
4. All previous Conditions of Approval applicable to the Applicant's project remain in effect.

Board Member Hutchings seconded the motion.

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

7. WORK SESSION

A. Historic District Grant Program – The Historic Preservation Board Will Conduct a Work Session on Updates to the Historic District Grant Program.

Manager Martin presented the Staff Report and explained that the Work Session item relates to the Historic District Grant Program. There were Work Sessions held in March and April where potential improvements to the program were discussed. At the Work Session in March, the Historic Preservation Board considered an increase to the Main Street RDA and the City-wide funding levels. There was a recommendation forwarded to the City Council for a budget increase in the next fiscal year. On April 9, 2026, the City Council considered the recommendation. While the Council was supportive of the recommendation, a decision was made to reevaluate the request later in the fiscal year due to budget constraints.

Director Ward reported that during the City Council discussion on April 9, 2026, there was a request to hold a Joint Meeting with the Historic Preservation Board. She noted that there are a few changes that will take effect this year. The Main Street RDA expired in 2021, which means the funds need to be used by the end of this year. The Lower Park Avenue RDA will also expire and there will be a limitation on those funds. There will likely be a Joint Meeting held between the City Council and Historic Preservation Board later in the year.

At the previous Work Session, the Historic Preservation Board provided feedback to Staff about immediate updates that could be accomplished for the upcoming fiscal year funding

cycle. That included revisions to the eligible work items, evaluation criteria, and application form, as well as increasing the outreach efforts. Staff is requesting feedback from the Board on the eligible work items. Amendments have been made based on the previous comments:

- Repairing/restoring/replacing windows;
- Repointing masonry;
- Restoring historic retaining walls;
- Repairing or replacing historic structure foundations;
- Repairing or replacing roofs;
- Electrical updating;
- Upgrading mechanical systems;
- Upgrading insulation;
- Reconstructing historic porches;
- Restoring historic features;
- Abating lead or asbestos.

Manager Martin asked the Historic Preservation Board to provide feedback on the items that have been added to the eligible work items list, which includes restoring historic retaining walls, repairing or replacing historic structure foundations, and abating lead or asbestos.

Board Member Gackle asked if mold should be included in the abatement item, for which there was Board Member support to add. However, it was noted that there is no desire to include radon on that list. Board Member Gackle wanted to know when the Council will revisit the funding recommendation. Director Ward stated that it will be midway through the fiscal year.

Board Member Stephens suggested that there be a sign placed outside of an awarded project. The sign could state that the project work has been partially funded by the Historic District Grant Program, as that will increase visibility. Chair Beatlebrox pointed out that the Utah Main Street Program, which was discussed earlier in the meeting, has funding opportunities. It might be possible to explore some of those in the future. She expressed support for the eligible work items that have been outlined in the presentation slides.

Manager Martin reported that at the last Work Session, there was a discussion about adding eligible work items that might not be as visible, but are important when it comes to restoration and preservation. Board Member Gackle asked if the eligible work items should also include bracing. Manager Martin explained that this has not been added because it is generally associated with an addition. The objective of the Historic District Grant Program is to focus on restoring historic structures rather than contributing to additions on historic homes.

Board Member Stephens mentioned the RDAs that have expired and will expire. He wanted to know if that means the funding for the Historic District Grant Program will come through the General Fund in the future. Director Ward explained that, based on the new information that has been received, the Main Street RDA funds will be available until the end of this year. Funds will either need to be replaced through the General Fund or another funding source. There are several different approaches that can be evaluated during the Joint Meeting.

Director Ward reported that after two winters with heavy snow, there were some historic structures lost. At that time, a review was conducted of the Significant and Landmark Historic Structures, and there were 12 identified on a list, including the Spriggs Barn. There will be some stabilization of that barn in the coming year. Of the remaining homes on the list, nine have active applications. There are three or four that are currently vacant that would be solid candidates for a grant, as there are improvements that could be made.

Manager Martin reviewed the evaluation criteria. In the previous discussions, it was determined that it would be beneficial to tie the evaluation criteria to the eligible work items. Currently, the evaluation criteria have six categories, and none of them provide points for upgrades to structural elements or mechanical equipment. The six criteria give priority to restoration of historic materials over replacement of historic materials, but the Historic Preservation Board requested a revision to allow points for restoration or replacement of historic materials that may have been lost or damaged beyond the point of repair. She shared the criteria for a scoring card that currently exists as well as the proposed update.

The updated criteria scoring card divides the criteria into three main categories:

- Overall;
- Exterior Improvements;
- Safety/Structural Improvements.

There is a minor error in the Staff Report and language from the old score card was included. Manager Martin explained that this has been updated in the presentation slide. It is possible to receive up to eight points for Safety/Structural Improvements, up to eight points for Exterior Improvements, and up to six points in the Overall category on the score card.

Board Member Gackle thought the proposal was an improvement over the current format. Manager Martin explained that a lot of the time, when a grant application is received, the scope of work is either for Exterior Improvements or Safety/Structural Improvements. If a project proposes both, then it would receive a higher number of points than other requests.

Information about the application form was shared. There were a few items the Historic Preservation Board wanted to add to the list of materials that must be submitted with a

Historic District Grant Project application. In the project description, applicants are asked to address the applicable grant evaluation criteria in the project narrative. At least two competitive bids or quotes must be obtained and submitted for any grant request that is \$10,000 or more. There was also some redundant language removed from the application.

Manager Martin explained that it is possible to ensure that the application is filled out completely. If someone submits an incomplete form, then it can be sent back to the applicant. The grant application has information about the reimbursement process and lien process. Director Ward reported that there is verification that has to be submitted. Discussions were had about the request for two competitive bids. Chair Beatlebrox believes it is reasonable to ask for bids, especially when there is grant money being requested.

Manager Martin reported that the updates discussed will be made ahead of the next fiscal year. The Historic Preservation Board prioritized some near-term updates, which Staff will be working on throughout 2026. The near-term updates include the following:

- Define a target list of investment priorities, including a database for vacant and dilapidated historic sites;
- Develop a communications strategy;
- Define metrics for tracking and reporting, and establish an annual reporting cycle;
- Develop criteria and incentives for ski-era resources to be eligible for grant funding.

Manager Martin reviewed several future policy topics the Board expressed interest in:

- Revisiting the lien requirements and evaluating whether it is a disincentive;
- Evaluating the cost share structure;
- Evaluating whether special requirements should be in place for historic sites that are used as nightly rentals.

Board Member Noble asked if a list of other funding resources can be provided to applicants. It would be meaningful to let applicants know about the other options available. Manager Martin explained that she has been working on some updates to the grant portion of the website. The plan is to add some of those resources to the website in the future.

8. ADJOURNMENT

MOTION: Board Member Holmgren moved to ADJOURN the Historic Preservation Board Meeting. Board Member Gackle seconded the motion.

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

The Historic Preservation Board Meeting adjourned at approximately 8:44 p.m.

SIDING MATERIALS

NEW RESIDENTIAL INFILL AND ADDITIONS



Historic Preservation Board
June 3, 2026



BACKGROUND

- LMC § 15-13-2 and § 15-13-8 allows alternative or non-traditional siding materials on new residential infill and additions in the Historic District, if included on the **Master List of Non-Historic Materials and Finishes** on file with the Planning Department (“Master List”)
- December 3, 2025, HPB established the Materials Advisory Committee
- Tasked with developing the Master List of Materials and Finishes that meet baseline criteria for durability, sustainability, and compatibility with Park City’s Historic Residential Districts.
- March 4, 2026 HPB reviewed progress and provided feedback

MATERIALS EVALUATION

Performance-based criteria for evaluating non-traditional exterior cladding materials proposed for new residential construction

- Materials Evaluation Framework was developed as a standardized and fair process for siding products to be added to the Master List.
- Committee members researched and analyzed the characteristics of known quality siding products to derive baseline metrics.
- Siding products grouped into Material Classes – metrics may vary
 - Composites
 - Laminate Panels (MCM or ACM panels; wood veneer panels)
 - Fiber Cement
 - Glass Fiber Reinforced Concrete
 - Extruded Aluminum
 - Gaged Metal panels

MATERIAL CLASS	Composites	Laminate Panels	Fiber Cement	Glass Fiber Reinforced Concrete (GFRC)	Extruded Aluminium	Gauged Metal
PRODUCT TYPES	Capped Wood-Plastic Composite (WPC); Mineral-Based Composite; Engineered Wood	ACM and MCM Panels; Wood Veneer Panels; aka High-Pressure Laminates (HPL); exterior phenolic; Natural Fiber Core (NFC); thermoplastic (polyethylene) core, fire-retardant core, non-combustable core	High-density panels; medium-density panels; compressed panels	Spray-up (high strength continuous fiber; Premix (castable shorter fiber)	V-Groove /V-Joint Panels, tongue and groove, ship-lap/plank, board and batten, woodgrain textured panels, arch panels	Copper panels, rolled steel, corrugated metal
	EXAMPLE PRODUCTS	PASS: Modern Mill; Everlast; Millboard FAIL: NewTechWood; LP SmartSide	Alpolic; Fundermax; Parklex Prodema PASS: Equitone; Nichiha; SVK, Allura FAIL: James Hardie	Oko Skin	Geo-Lam; Facil Facades; Knotwood; Longboard	
STEP 1: DURABILITY						
Lifetime Durability (substrate warranty period)	Minimum 25 year substrate warranty (50 year lifespan)		Minimum 20 year warranty	Minimum 10 year warranty	Minimum 25 year substrate warranty (50 year lifespan)	Must be a minimum 0.19 inches, matte finish. UL2218 Class (1-4)
(SURFACE) Surface Failure (UV Exposure/Image Fade/Chalking) - for factory applied finishes	ASTM D2244 (color fade): ΔE ≤ 3 and D4214 (chalking): #8 is acceptable	ASTM D2244 (color fade): ΔE ≤ 3 acceptable up to 10 years & D4214 (chalking): #8-10 after 10 years is acceptable	ASTM D2244 (color fade): ΔE 3 and D4214 (chalking): #8 is acceptable	ASTM D2244 (color fade): ΔE 2-5 and D4214 (chalking):		
(SUBSTRATE) Moisture Absorption Rate; Freeze/Thaw Resistance	ASTM D792 (non-pvc composites); ASTM D1037 (for wood-based); D5229 (for advanced polymer matrix);	ASTM D570 (ACM Panels)	ASTM C1186: Type A, Grade IV minimum Density ≥ 1,500 kg/m³	EN 12467 Durability Classification: Category A; Strength Classification: Class 4 or 5	N/A	
Fire Resistance Rating	Minimum Class B (Class III) based on E84 testing	Minimum Class A (Class I) based on ASTM E-84: Panels have a flame spread index of less than 25 and a smoke developed index of less than 450	N/A			
STEP 2: SUSTAINABILITY						
Recycled Content	Minimum of 20% recycled material	No minimum, must meet all other Sustainability metrics			Minimum 25% recycled	N/A
- OR -						
Demonstrate low impact manufacturing process (total energy required, water consumption, waste generation, ecological toxicity)	Must have an Environmental Product Declaration (EPD)	Either EPD on file (ISO 14025 EPD), or for wood-based products FCS certification. FR (fire-retardant) core is the minimum acceptable core type for ACM panels. Modified wood products themally treated (acetylated, furfurylated) are preferred over chemically treated wood.	Cradle to Cradle certified - Bronze or better or embodied carbon 16 to 20 kg CO2e per m² Must be panelized rainscreen format only — lap/plank siding excluded regardless of manufacturer or brand	Must have an EPD on file		N/A
- AND -						
End-of-life Impact	≥ 50-year documented service life — OR — Partial recyclability documentation.	For laminate panels, forward to committee with core specification sheet and material separation detail. Wood veneer panels pass automatically b/c they are biodegradeable – must have FSC certificate already on file from above step	N/A (products are inert and non-toxic at end of life, and both carry documented service lives of 50+ years)		no minimum requirement, beyond alloy discolorure	N/A
- AND -						
Energy Performance	ASTM E2357 compatibility: Must not prevent ≤ 0.04 cfm/ft² wall assembly	ASTM E283 ASTM E331: ≤ 0.06 cfm/ft² + no uncontrolled water intrusion	ASTM E2357 compatibility	Must support continuous insulation + air barrier systems	built-in insulation backers (e.g., rigid foam) and thermal breaks	N/A
STEP 3: COMPATABILITY						
Image repeat / texture pattern repeat	For products that imitate wood in image and/or texture, provide product sample for evaluation					N/A
Image Resolution	For products that imitate wood in image, provide product sample for evaluation					N/A
Sheen	LOW LUSTRE, MATTE					
Profile and Dimensions	DIMENSIONS = panel width: min 5 inches; max 10 inches / panel length: min 4 feet. PROFILE = panels must be uniform rectilinear, similar to Dutch lap; nickel gap; board and batten, tongue and groove, shiplap, clapboard. Open joint rainscreen systems allowed where gap is no more than 3/8". Large format panels allowed as ornamental feature, no more than 25% of a facade.					only allowed as ornamental, covering not more than 25% of a facade.

James Hardie vs. Equitone

DURABILITY

FIBER CEMENT	Warranty Fiber Cement = min 20 years	ASTM D2244 (image/ color fade) = $\Delta E \leq 3$ for most products; $\Delta E \leq 2-5$ for GFRG	D4214 (chaulking): #8 is acceptable	ASTM C1186 (moisture absorption /dimensional stability) Type A, Grade IV minimum Density $\geq 1,500 \text{ kg/m}^3$
Equitone	PASS	$\Delta E \leq 3$	10	Grade IV, Type A
James Hardie	PASS	$\Delta E \leq 5$ (FAILS)	8	Grade II, Type A (FAILS)

SUSTAINABILITY

COMPATABILITY

FIBER CEMENT	Recycled content (Or)	Cradle to Cradle certified - Bronze or better - or - embodied carbon 16 to 20 kg CO ₂ e per m ² (And)	ASTM E2357 (energy performance) compatibility	panel width: min 5 inches; max 10 inches / panel length: min 4 feet.	unifrom rectilinear	Low Lustre/ Matte finish
Equitone	0 - 16%	Cradle to Cradle : Bronze	PASS	incompatible profiles (max 25% of façade)	PASS	PASS
James Hardie	0 - 8%	10 to 34 kg CO ₂ e per m ² (depends)	PASS	compatible profiles	PASS	PASS

LP Smart Side vs. Modern Mill Acre

	DURABILITY			
COMPOSITES	Warranty Fiber Cement = min 20 years	Fire Resistance rating = Minimum Class B (Class II) based on E84 testing	D4214 (chaulking): #8 is acceptable	(moisture absorption) ASTM D1037 (for wood-based); D5229 (for advanced polymer matrix)
LP Smartside	PASS	Class C (FAILS)	10	12 -16%
Modern Mill Acre	PASS	PASS	8	close to 0% (negligible)

	SUSTAINABILITY			COMPATABILITY		
COMPOSITES	Recylced content (Or)	Cradle to Cradle certified - Bronze or better - or - embodied carbon 16 to 20 kg CO2e per m ² (And)	ASTM E2357 (energy performance) compatibility	panel width: min 5 inches; max 10 inches / panel length: min 4 feet.	unifrom rectilinear	Low Lustre/ Matte finish
LP Smartside	0	embodied carbon 16 to 20 kg CO2e per m ²	PASS	compatible profiles	PASS	PASS
Modern Mill Acre	>50%	no data	PASS	compatible profiles	PASS	PASS

STONE MASONRY

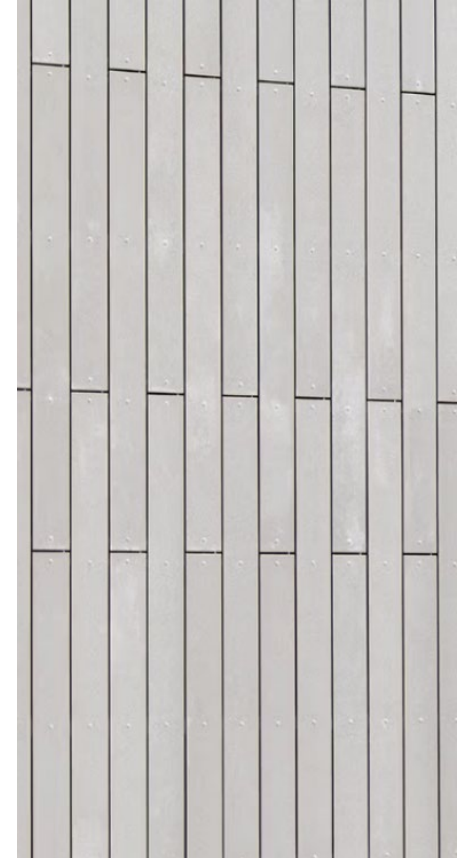
- Per LMC Historic District Reg's primary siding material shall appear similar to those on Historic Structures in the streetscape or character area.
- Stone masonry was not used on residential mining era buildings as a primary siding material (though it was used for retaining walls)
- LMC was updated in 2019 to prohibit stone masonry for residential buildings in the Historic District



LMC would need to be amended to allow stone masonry as a primary siding material.

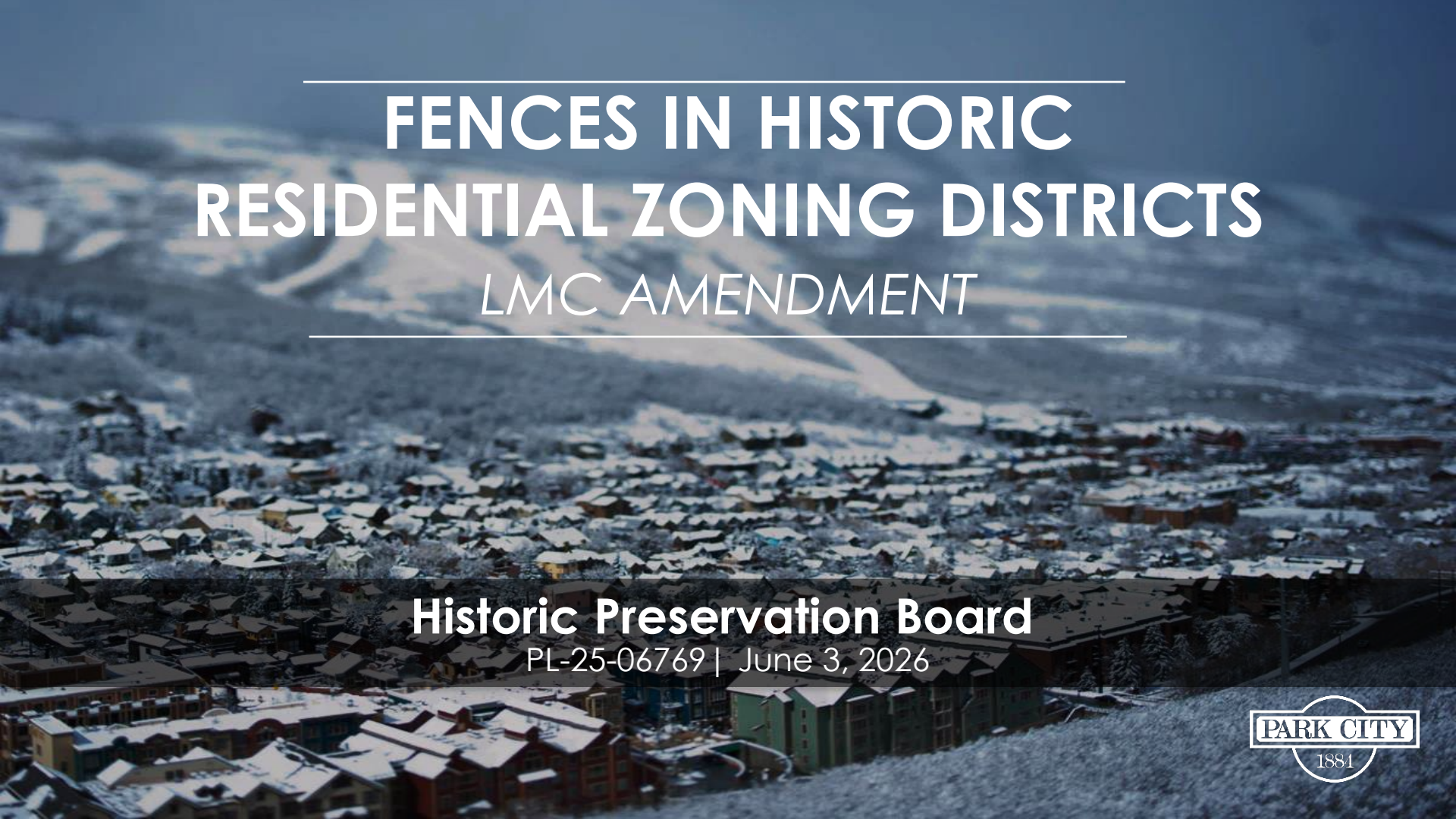
PROFILE /DIMENSIONS

- The LMC requires that new materials be applied in a manner that reflects siding used on historic buildings.
- Many composite materials are applied as large format panels (on a rainscreen) or smaller pieces applied in a pattern.
- Materials Evaluation Framework currently proposes that alternative siding products must reflect a rectilinear profile, and larger format panels may be allowed but limited as 'ornamental' and up to 25% of a façade



RECOMMENDATION

- (I) Review the Materials Evaluation Framework for vetting alternative siding Materials for inclusion on the Master List of Materials,
- (II) Open a public hearing and consider adopting the Framework;
- (III) Review staff's analysis regarding Land Management Code regulations pertaining to stone and the traditional application of new materials and provide feedback.



FENCES IN HISTORIC RESIDENTIAL ZONING DISTRICTS

LMC AMENDMENT

Historic Preservation Board

PL-25-06769 | June 3, 2026



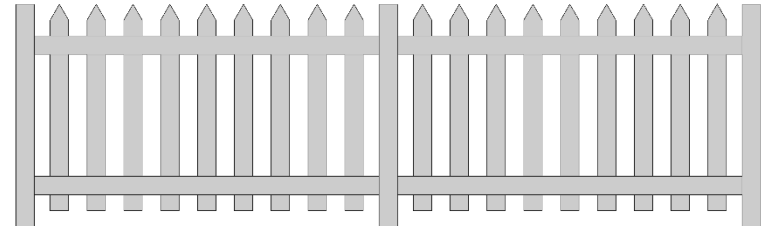
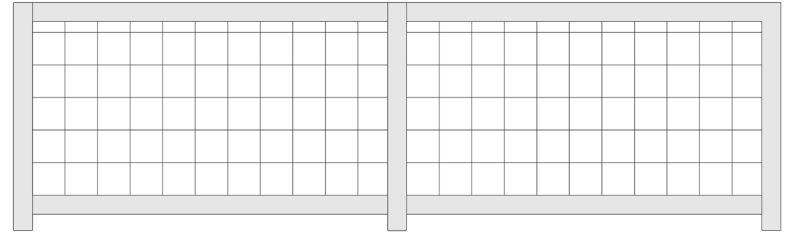
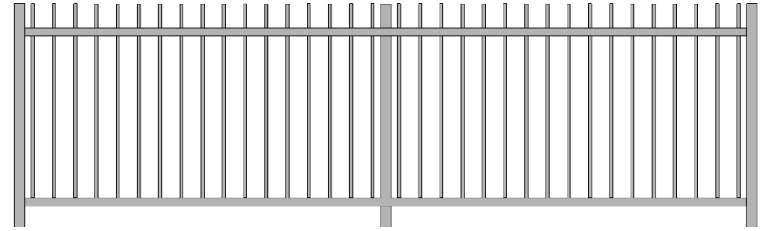
Fence LMC Amendments

The City Council directed staff and the Historic Preservation Board to evaluate two questions:

- I. What Fence type and materials are compatible and preserve the character of our Historic Districts?**
- II. Where should Fences be installed in residential Old Town Right-of-Way (ROW)?**

Fence Materials

What Fence type and materials are compatible and preserve the character of our Historic Districts?



Fence Materials Proposed Amendments:

- *Fences shall be wood, metal, or a combination thereof in a style seen historically. Untreated wood and metal are prohibited, and weather resistant coatings shall be utilized. Plastic and vinyl are prohibited.*
- *Solid, ornate wrought iron, board, split or horizontal rail, railroad tie, and timber Fences within the Front Yard or where visible from the Right-of-Way are prohibited.*
- *Picket Fences, woven wire Fences, and simple metal Fences are allowed within the Front Yard or where visible from the Right-of-Way.*
- *Picket Fences shall have a minimum picket spacing of one-half (1/2) the width of the picket.*

Fence Location

Where should Fences be installed in residential Old Town ROW?

- Snow Storage
- Historic Location
- Fences in ROW require Encroachment Agreement



Recommendation

- (I) Review the proposed LMC Amendments,
- (II) conduct a public hearing, and;
- (III) consider forwarding a positive recommendation to the Planning Commission on June 24th and City Council at a later date.

The Historic Preservation Board may;

- Forward a positive recommendation to the Planning Commission and City Council.
- Forward a negative recommendation to the Planning Commission and City Council.
- Request additional information and continue the discussion to a date certain.



844 Empire Avenue

Modification

Historic Preservation Board
June 3, 2026 | PL-26-06801



844 Empire

Background

- Significant Historic Site, damaged in 2014 fire and vacant since
- HPB approved previous owner's request to remove 386 S.F. of siding from the east façade on Feb. 7, 2024
- HDDR approved on May 1, 2025; extension approved May 21, 2026
 - Property changed ownership in September 2025
- Applicant is pursuing previous owner's HDDR project, with modifications



844 Empire

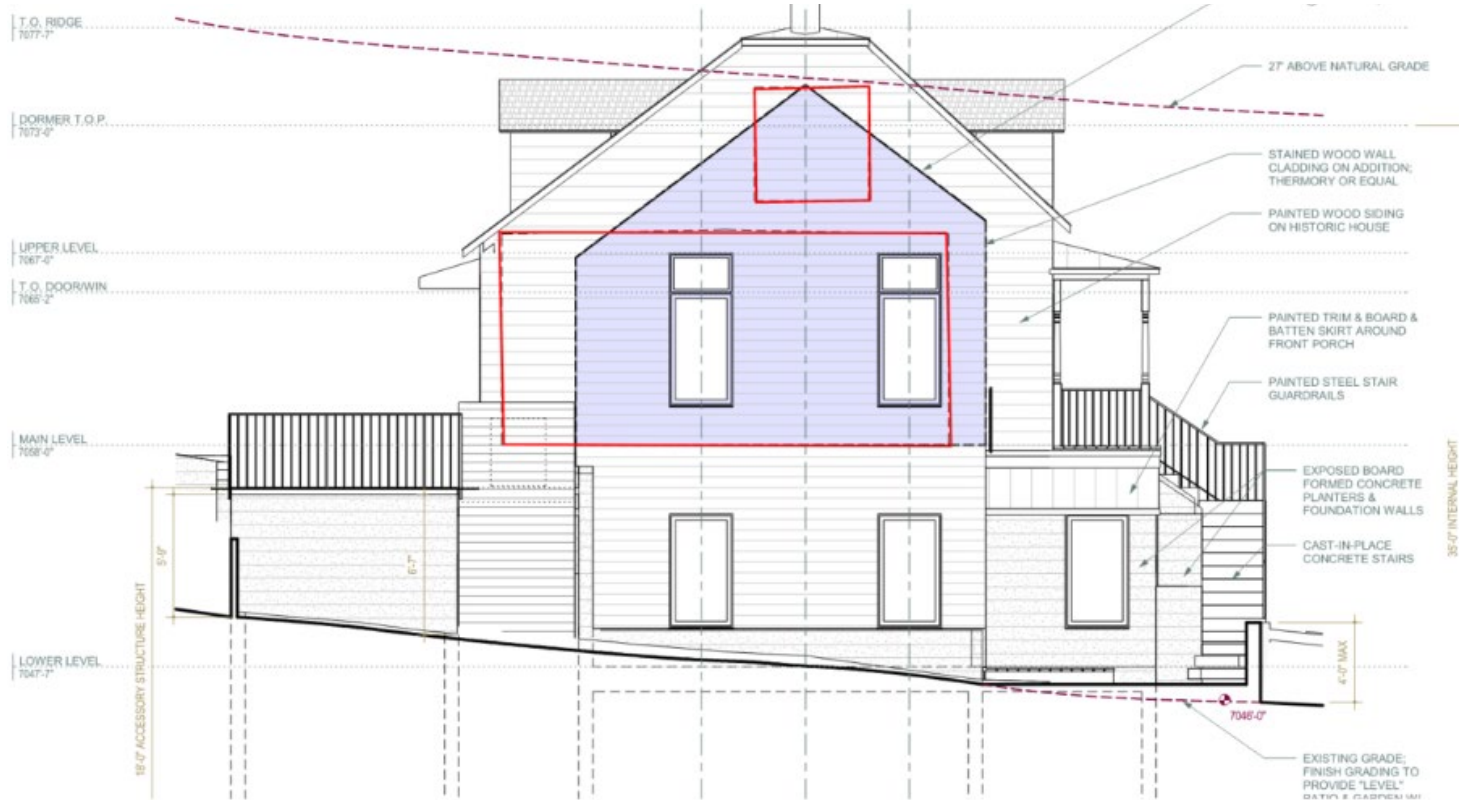
Summary

- Applicant proposes modification to Material Deconstruction approval to remove 255 square feet of Historic Material and to modify panelization plan to panelize nine panels instead of previously approved eight panels

844 Empire



844 Empire



844 Empire



844 Empire

Material Deconstruction

- Complies, as conditioned, with LMC § 15-11-12.5
- Condition of Approval #1: Restricts Applicant to removing no more than 255 S.F. of Historic siding from the east façade
- Condition of Approval #2: Requires Applicant to salvage and reuse all possible Historic Material.

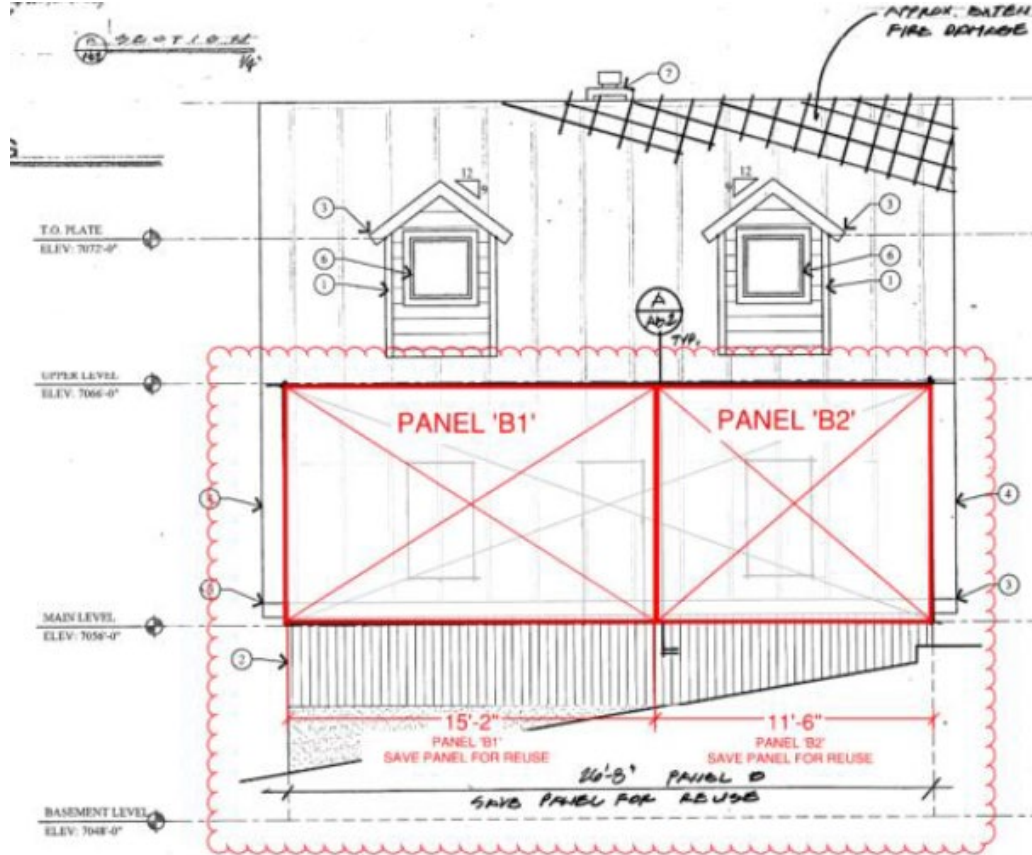
844 Empire

Panelization

- Applicant also proposes modifying the previously approved panelization plan to split one panel on the Historic front (north) façade into two smaller panels
- This would create nine total panels to be disassembled and transported from the site
- One panel would be ~15 feet, 2 inches long; the other would be ~11 feet, 6 inches long



844 Empire



844 Empire

Panelization

- Applicant does not propose any changes to the amount of Historic Material proposed to be retained through panelization
- Structural engineer found multiple structural issues with building in 2023
- In January 2024, Chief Bldg. Official determined that the structure is hazardous or dangerous pursuant to International Building Code Section 116.1



844 Empire

Conditions of Approval

- Condition of Approval #3: requires applicant to obtain HDDR approval for proposed modifications
- Condition of Approval #4: requires applicant to revise the windows to reflect a 2:1 height-to-width ratio
- Condition of Approval #5: All previous Conditions of Approval remain in effect

Recommendation

- (I) Review the modification to Material Deconstruction and Panelization approval,
- (II) conduct a public hearing, and
- (III) consider approving the modification based on the Findings of Fact, Conclusions of Law, and Conditions of Approval outlined in the draft Final Action Letter.

The Historic Preservation Board may:

- Approve the modification to Material Deconstruction;
- Deny the modification to Material Deconstruction and direct staff to make Findings for the denial; or
- Request additional information and continue the discussion to a date certain.



Historic Grant Program

Work Session #3

Historic Preservation Board
June 3, 2026



BACKGROUND

- March and April - prior HPB work sessions to prioritize updates to the HDGP. HPB recommended to Council increase in funding levels
- April 9, 2026 - City Council considered increasing HDGP funds. Council supports HPB's recommendation, requests evaluation mid-year due to budget constraints.
- HPB prioritized updates to HDGP based on 2018 Duval Study recommendations
- Immediate updates requested for eligible work, evaluation criteria, application form and outreach efforts to increase awareness.

Historic Grant Program

Eligible Work

- *Repairing/restoring/replacing windows*
- *Repointing masonry*
- *Restoring Historic retaining walls*
- *Repairing or replacing Historic Structure foundations*
- *Repairing or replacing roofs*
- *Electrical updating*
- *Upgrading mechanical systems*
- *Upgrading insulation*
- *Reconstructing Historic porches*
- *Restoring Historic features*
- *Abating lead or asbestos*



Historic Grant Program

Evaluation Criteria

- Tie Evaluation Criteria to Eligible work items
- Revise Criteria 6 to award points equally to restoration of Historic features or replacing Historic features that have been lost or damaged beyond repair



Criteria Evaluation	Scoring Value
Character defining historic elements of the structure and/or site will be preserved and/or restored as viewed from the primary right-of-way.	0: Non-visible historic elements will be preserved or restored 1: Few visible historic elements will be preserved or restored 2: Several visible historic elements will be preserved or restored 3: Majority of visible historic elements will be preserved or restored 4: All visible historic elements will be preserved or restored
Proposed improvements to the site will positively impact the vitality of the historic context of the neighborhood.	0: No proposed improvements 1: Minimal positive impact 2: General positive impact 3: Significant positive impact
Proposed design and scope of work uses best practices for the treatment of historic materials.	0: None 1: Insufficient 2: Average 3: Above average 4: Exceeds expectations
The historic features and elements of the structure and/or site will be enhanced by the proposed work.	0: Minimally enhanced 1: Generally enhance 2: Exceeds expectations
Proposed work facilitates reversal of non-historic elements or alterations.	0: None 1: Some 2: Exceeds expectations *Note: If no non-historic elements or alterations are present mark N/A.
Priority is given to restoration and treatment of historic materials, rather than replacing historic materials and features in-kind.	0: No priority given to restoration 1: Minimum priority given 2: Some priority given 3: General priority given 4: Exceeds expectations

Criteria Evaluation	Scoring Value
OVERALL:	(UP TO 6 POINTS)
<i>1. The proposed design and scope of work uses best practices for the treatment of historic materials / the upgrades include high quality materials or equipment</i>	0: Below Average 1: Average 2: Above average 3: Exceeds Expectations
<i>2. Historic features and critical elements of the structure and/or site will be enhanced by the proposed work.</i>	0: None 1: Minimally enhanced 2: General positive impact 3: Significant positive impact
EXTERIOR IMPROVEMENTS:	(UP TO 8 POINTS)
<i>3. Character defining historic elements of the structure and/or site will be preserved and/or restored as viewed from the primary right-of-way and will positively impact the vitality of the historic context of the neighborhood.</i>	0: No impact 1: Minimal positive impact 2: General positive impact 3: Significant positive impact
<i>4. Proposed work facilitates reversal of non-historic elements or alterations.</i>	0: No 2: Yes
<i>5. The scope of work includes restoration of Historic materials and features or replacing historic materials and features that may have been lost or are irreparable.</i>	1: Minor restoration or replacement of historic materials/features 2: Average restoration or replacement of historic materials/features 3: Significant restoration or replacement of historic materials/features
SAFETY/STRUCTURAL IMPROVEMENTS:	(UP TO 8 POINTS)
<i>6. The scope of work includes structural upgrades, such as foundation work or roof work, or mechanical upgrades.</i>	2: Minor safety or structural upgrades 4: Some safety or structural upgrades 8: Significant safety or structure upgrades

Historic Grant Program

Application Form

- Project Description describing the proposed scope of work, detailed specifications, and reason for applying for a Historic District Grant.
 - ✓ Please address applicable grant evaluation criteria in your project description.
- ~~Cost Estimate for the proposed work.~~
- Breakdown of Proposed **Scope of** Work and Estimated Costs of the eligible improvements
- At least two competitive bids/quotes must be obtained and submitted for any grant request that is \$10,000 or over
- Estimated Timeline of the proposed project
- Historic District Design Review approval letter.
- Schematic, conceptual Drawings
- Color Photographs of existing conditions

NEAR TERM UPDATES

- Define a target list of investment priorities, including a database for vacant and dilapidated Historic Sites
- Develop a communications strategy
- Define metrics for tracking and reporting and establish an annual reporting cycle
- Develop criteria and incentives for ski-era resources to be eligible for grant funding



FUTURE POLICY TOPICS

- Revisiting the lien requirements, evaluating whether it is a disincentive
- Evaluating the cost share structure
- Evaluating whether special requirements should be in place for Historic Sites that are used as nightly rentals