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**MINUTES OF THE SPRINGDALE HISTORIC PRESERVATION COMMISSION MEETING ON
THURSDAY, OCTOBER 23, 2014 AT 4:00 PM.
AT SPRINGDALE TOWN HALL, 118 LION BLVD., SPRINGDALE, UT
MEETING BEGAN AT 4:04 PM**

MEMBERS PRESENT: Chairman Joseph Harper, Commissioners Pat Cluff, Stephen Roth, Lisa Zumpft,
EXCUSED: Jack Burns
ALSO PRESENT: DCD Tom Dansie and Town Clerk Darci Carlson recording
Two citizens signed in; see attached list.

Discussion/Information/Non-Action Items

Joe Harper asked Commissioners to provide their email addresses. He said he was not aware of the agenda item indicating Commissioners would be reporting on assignments.

**Approval of Agenda: Motion made by Stephen Roth to approve the agenda with strike to item 6;
Seconded by Pat Cluff.**

Harper: Aye

Roth: Aye

Zumpft: Aye

Cluff: Aye

Motion passed unanimously.

Application process for Certified Local Government Status

- Ms. Zumpft spoke to Deb Dahl from the Utah Division of State History and received information regarding the state's Certified Local Government program. The Historic Preservation Commission must become a certified government entity before it can apply for grants. The two page application must be signed by the Mayor (see attachment #1) and returned to the State Historic Preservation Officer.
- To qualify, a town must pass a historic preservation ordinance, which Springdale has done already. It also recommends an attempt be made to formally appoint commissioners with training or knowledge in history, architecture, or archaeology. Ms. Zumpft volunteered to spearhead the application process.
- Mr. Harper asked if there was a timeframe for this process. Ms. Zumpft indicated it would take about six weeks; in time to apply for a grant for the survey.
- Ms. Cluff asked when the grant was due. Ms. Zumpft said early February, with a start date of April 1st. Ms. Dahl had provided Ms. Zumpft with possible contractors for the survey and suggested the Town get bids now. Companies on the recommended list understand the process. Ms. Zumpft acknowledged that the Commission needs to understand the Town's bid process.
- Mr. Dansie questioned bids being collected before the grant proposal was submitted. This process seemed backward. Mr. Dansie asked if the bids were to establish cost or was it the actual selection of a vendor. The Commission must follow the Town's procurement policy. A project with an estimated cost of \$5,000-\$10,000 will require (3) written bids. If over \$10,000 it will require an RFP process.

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- Ms. Zumpft said they can reread the proposal document but she believed getting bids now provided information on how much money to ask for.
- Mr. Dansie said that if the grant paperwork was due in February then the Commission would need to get the bid process going quickly in order to advertise the opportunity and get responses back in time.
- Based on the documentation, Ms. Zumpft believed the Town would want to fill out sections 1 and 2. She read from the grant application (see attachment #2): *"Reconnaissance Level Survey. Systematic architectural survey conducted by professional consultants or unsystematic archaeological survey conducted by qualified archaeologists. (See professional requirements in Appendix A.) Architectural survey products include photographs of buildings in the survey area, a survey map, computerized survey data (entered into Preservation Pro), and a survey report with recommendations for future research. The consultant rate is approximately \$18-\$22 per building. Archaeological surveys must generate completed IMACS forms for each site. Please consult with the State Historic Preservation Office (SHPO) for guidelines before starting survey. Intensive Level Survey. Historical documentation of buildings, OR, systematic archaeological survey involving comprehensive survey of all areas within survey boundaries. Whether completed by professional consultants or trained volunteers, the documentation must meet state standards"*. She also suggested they speak with Jack Burns as he was familiar with the process.
- Mr. Dansie reminded the group that since this is an agreement that the Town will be entering in, it will need to have Council authorization. The next Council meeting is scheduled for Wednesday, November 12th.
- Mr. Harper asked Town Clerk Darci Carlson what if the Commission wanted to talk about something not on the agenda. Mrs. Carlson replied that if it was a discussion item it can be allowed, but if it was an action item the topic would need to be put on the next agenda. Mr. Harper wanted to make sure public attendees had a chance to speak if they attended the Historic Preservation Commission meeting. Mr. Dansie concurred that general discussion was ok but anything requiring formal action, decisions or conclusions would need to be on an agenda.
- Ms. Zumpft confirmed that by Wednesday, October 24th she would have the government entity application back to the Town for signature.

Release for recording of oral histories

- Chairman Harper indicated this agenda item was in response to Stephen Roth's interest in collecting oral histories, such as Della Higley. Mr. Roth has a tape of Nellie Ballard and spoke to Della but did not record her story yet. He went online to develop a list of lead-in questions for an interview.
- Some people have expressed their concern that these stories will be exploited for commercial gain therefore Mr. Harper recommended the Commission develop a formal release that stated the information in the interviews would not be used for financial gain; they are intended to preserve history only.
- Mr. Roth said that Marilyn Farnsworth and Ralph Gifford also expressed interest in oral histories. Ms. Zumpft recommended they also reach out to Michael Plyler as he may have ideas.
- Mr. Leo Galia was recognized from the audience to speak. Mr. Galia came to the meeting tonight because of his interest in oral histories. He mentioned there is a group of seniors that meet every Tuesday and Thursday for lunch. This was a good opportunity for them to tell their stories for preservation. He suggested the recordings be given to the library, but was also sensitive to the Commission's desire to preserve them more formally. He knew of several people that are excited to participate. Mr. Roth agreed this would be a great chance to capture their stories.
- Mr. Harper said the release should serve two purposes: 1) to release any "hold" on the stories so they can be used for future and 2) be a promissory indicating we are not using them for profit. He suggested both he and Mr. Roth follow up on the release.
- Mr. Dansie also liked Mr. Galia's idea. Mr. Galia added that Rene and Julie might be good resources for how to conduct these interviews.

Proposal to move granary from Harvest House to Town Park

- Mr. Harper provided a picture of the structure believed to be a granary (see attachment #3). Mr. Dansie believed it to be a park service cabin; however both Mr. Harper and Mr. Roth said it was not. Mr. Roth elaborated and said it was a cottonwood structure and very historic. No one knows the exact history.
- Mr. Harper spoke with the current owner Tom Burns from Harvest House who wanted to either tear it down or have it moved so he could start to build a garage. It is a 10' wide by 12' deep structure sitting on stump. It could be easily secured. Current owner wants it moved by mid-November.
- The question arose where to move the building. Ms. Cluff suggested it be moved to land around the jail or the cemetery. Mr. Roth recommended the area across from the parking lot behind the medical building.
- Mr. Harper is willing to do the labor for free and will speak with Alan Lee about getting his help.
- Mr. Dansie mentioned that he brought up the topic of this structure at a staff meeting and there was some resistance. If the structure was moved to the Town Park there was concern about sprinklers and irrigation lines. He thought Mr. Roth's suggested spot was good. Mr. Dansie reminded the Commissioners this topic would have to be taken to the Town Council for approval. The Commission should identify a preferred location for the Council to consider. They will also need to provide details in terms of costs and impact.
- Mr. Roth suggested that if the structure is moved they build a dry stack foundation, with no mortar or cement. This would allow fork lift access.
- Commissioners agreed this is an important building and given the timeline of the current owner they would need to move quickly. Ms. Zumpft requested the topic be added to the Town Council agenda.

Recommendations to Planning Commission regarding color of historic buildings

- Mr. Dansie began by stating this agenda item came out of an issue the Planning Commission recently reviewed regarding the Town's color palette and how this affects historic buildings. The current ordinance states that an existing building can maintain its same color however if you build an addition of any significant size the whole building must be brought to color palette standards. He asked the Historic Preservation Commission to consider if the color palette was working against historic preservation goals.
- Ms. Cluff asked if the Town can make exceptions for historic buildings and Mr. Dansie indicated yes, that was an option.
- Mr. Harper confirmed that the palette is restrictive. Whites and yellows are not allowed. Mr. Roth agreed and used examples where the authenticity of a house was compromised due to the color restrictions.
- Mr. Dansie said the current ordinance stated an addition to a historic structure greater than 25% in size of the original building be brought to code and painted in the approved palette.
- Regarding the Worthington Gallery, Ms. Zumpft said she would like to see the original building left the same color.
- Mr. Harper said the Commission should create a list or registry that identifies historic properties in Town and draft a proposal that would allow color exemptions if listed.
- Mr. Dansie said the Commission needs to first define what is historic; is it based on the National Historic Register or a list specific to Springdale which considers local historic significance.
- Ms. Cluff recommended they go to the people and ask what they want. Ms. Zumpft agreed that a survey would help them determine.
- Mr. Roth said he was unclear about comments Joe Pitti expressed in a recent Planning Commission meeting regarding additions matching a historic structure. Mr. Dansie clarified that Mr. Pitti prefers differentiation between old versus new. Mr. Roth appreciated the clarification and agreed with Mr. Pitti's point of view.
- Ms. Zumpft wanted to further understand the intent of the historic addition ordinance. Mr. Dansie again clarified that if the size of the addition was greater than 25% of the original structure then the entire building – old and new – would need to be painted in compliance with the Town's approved color palette. If they wanted it changed, the Commission could make a Recommendation to the Planning Commissioners to rethink this ordinance as it relates to historic structures.

- Mr. Harper reiterated that the Commission needs to determine what constitutes historic recognition and the survey will help them define this. Some buildings may lie outside the National Registry and the Town of Springdale can categorize based on local importance and interest.
- Mr. Roth asked if DCD Tom Dansie could draft a recommendation for the November 18th Planning Commission meeting. Mr. Dansie indicated the color palette recommendation can be brought to the Planning Commission then it is up to them to go through their process to get the ordinance changed and revised.
- Mr. Harper offered to write up the recommendation and email out to other Commissioners for review. Planning Commission packets are sent out a week in advance and therefore verbiage would need to be determined prior to that time.
- Aside from being on the National Registry, Mr. Harper said the Town may also have ideas of what is valuable to be preserved. The Commission members did not believe there were any buildings in Town currently on the Registry.
- Ms. Zumpft said the state has a formalized process for historic recognition. Mr. Harper asked what age constituted a property to be on the list. Mr. Dansie said 50 years and some significance is the general rule.
- Mr. Harper said he would write up language for a proposal and email out to the Commissioners.

Report on commission assignments

- Mr. Roth was to assign original names to Town map. Ms. Zumpft was in charge of the Certified Local Government program and grant application discussed earlier. Ms. Cluff did not have an assignment. Mr. Burns was to bring a copy of the Rockville survey and bylaws (see attachment #4). Ms. Cluff had a copy of the Rockville bylaws.
- Mr. Dansie said as a Commission they should have bylaws and perhaps they should draft from the Rockville version. Mr. Harper believed Rockville drafted theirs from the National Park Service.
- Ms. Cluff said there was a section about voting for officers – Chairperson, Vice Chairperson, Secretary and Treasurer. This can be taken out however.
- Mayor Stan Smith interjected and expressed his thanks to the Commission members for accepting the position and accomplishing important work. Ms. Cluff agreed the Commission was good for the Town.
- Mayor Smith wants to look at the granary and see if it can be moved. Mr. Harper confirmed it is one of the oldest buildings around.
- Ms. Zumpft said she would convert the Rockville bylaws into an electronic version and adapt for Springdale.
- Ms. Cluff asked if they should leave out officers for now. Mr. Dansie suggested they have a Chair and Vice Chair and determine a replacement rotation schedule. The ordinance to establish the Commission was approved on April 9th and states five members for at least two years.
- Mr. Dansie said the Commissioner appointments were in August but they didn't officially meet until today. They need to define length of service and how often the positions will rotate. He said the Town Council does not have to approve their bylaws.
- Mr. Harper suggested they review the bylaws by line item next meeting and make decisions.
- Commissioners said two years is good and that appointments should be staggered. The meetings would most likely be frequent initially and then taper to every 3-6 months ongoing.
- The group decided their next meeting would be Thursday, December 4th at 5pm. Ms. Zumpft indicated it is harder for Jack Burns to come earlier so 5pm would be better.
- Mr. Harper outlined the proposed agenda for their next meeting including:
 - Presentation of Government entity application
 - Moving of the Harvest House granary building
 - Release document for oral histories
 - Historic Commission's thoughts on allowing historic building exemption from the color palette
 - Review of bylaws
 - Open public comment period

Adjourn: Motion to adjourn made by Stephen Roth at 5:20 PM; Seconded by Pat Cluff.

Harper: Aye

Roth: Aye

Zumpft: Aye

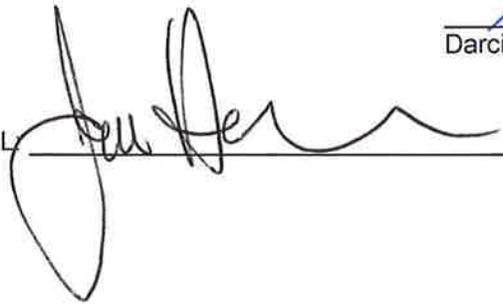
Cluff: Aye

Motion passed unanimously.



Darci Carlson, Town Clerk

APPROVAL





TOWN OF SPRINGDALE

PO Box 187 118 Lion Blvd Springdale UT 84767

ATTENDANCE RECORD
Please sign

Meeting of Historic Preservation on 10.23.14

If you'd like to be included on our great e-notice list, please give us your email address. That's the only reason you need to provide that information. Your address will never be sold, though we may have to provide it as public information. If you have provided the information before, you don't need to add it again.

Form with 20 rows for name and email input. Handwritten entries include 'SOAN SMITH' and 'CRO GALLIA'.