

HISTORICAL PRESERVATION COMMITTEE MINUTES

JANUARY 18, 2024

PAROWAN CITY OFFICES – 35 EAST 100 NORTH – 10:30 AM

MEMBERS PRESENT: Merry Mabbett Dean (Chair), David Burton (Council Representative), Toni Robison, Kristen Robinson, Debra Slotboom

MEMBERS ABSENT: Jim Shurtleff

STAFF PRESENT: Dan Jessen (City Manager), Heather Shurtleff, Deputy Recorder

STAFF ABSENT: Mollie Halterman (Mayor)

PUBLIC PRESENT: None

The committee had a discussion about finding a chair. Dan Jessen talked about the committee positions being a 4 year term and then either finding a new member or reappointing. Mr. Jessen said he would speak with the Mayor about who is a member and who is an alternate.

David Burton moved to appoint Merry Dean as the chair of the committee. Debra Slotboom seconded the motion. All members present voted in favor of the motion. The motion carried.

CALL TO ORDER: Merry Mabbett Dean called the meeting to order at 10:49 AM

DO ANY MEMBERS OF THE BOARD HAVE CONFLICTS WITH ANY AGENDA ITEMS TO DECLARE?
No conflicts were declared.

APPROVAL OF MINUTES: Kristen Robinson moved to approve the minutes of December 14, 2024. Debra Slotboom seconded the motion. All members present voted in favor of the motion. The motion carried. The minutes were approved.

APPENDIX A DISCUSSION CONTINUED: Dan Jessen recapped the ideas from the last committee meeting and the fact that it was agreed that only the Historical Preservation Committee should go through Appendix A and make the changes.

Keith Naylor talked about fencing requirements and decided that was covered well in the ordinances, but would still like something added about getting a permit to build a fence. Mr. Naylor and Dan Jessen discussed the fencing code in Parowan Municipal Code - 15.08.170 – Maximum Height of Fenced, Walls, and Hedges, and discussed possible changes.

The committee began discussing the landscaping section. It was decided that the Shade Tree Committee could deal with the trees and that the section should be removed from Appendix A.

Dan Jessen explained to David Burton that the committee wanted to have commonsense decisions without being really heavy handed. Keith Naylor said something that gives the committee power and authority over architectural design but doesn't restrict their decisions.

The committee talked about street and building lighting, specifically uplighting and downlighting. Basically, the desired outcome is lighting that will not adversely affect the neighbors. Any other exceptions should be determined by the Historical Preservation Committee. Dan Jessen mentioned that eventually there will be a project to change the Main Street lighting from uplighting to downlighting.

Sign regulations – the committee decided to take out the secondary support and guy wire restriction. The committee talked about colors and wondered about the term "Day Glo" and neon colors, and discussed free standing pole signs. Pole signs that are over a walk way need to be at least 10 feet from the ground to the bottom of the sign. Signs will be no larger than 24 square feet. The committee briefly touched on roof signs.

Kristen Robinson left the meeting at 11:11 AM.

Toni Robison said the signage still needs to go through the committee, so it will be okay; the committee can choose what to allow or disallow. The committee took out the language about neon signs, got rid of the off premise signs rule and talked about signage materials. There is already language in the ordinances referring to the fact that the signs should be maintained and kept in good condition.

Merry Dean discussed setting a historic color palette for the committee and having the residents have to pick from the palette. The palette could be kept in the office for the residents to access. Some people don't understand what muted colors means.

Toni Robison said she feels that the residents should bring in the colors they want and the committee will decide and work with the resident. Mrs. Robison said the committee won't get positive feedback to being limited to a certain color palette; Mrs. Robison felt like the committee would be setting itself up for a disaster. Dan Jessen said the committee would need to decide how structured they wanted to be on this matter.

The committee all agreed that the City needs to notify the residents that they are within the Historic District boundaries and what it entails. The committee thought sending a letter out every few years would also be a good idea. Dan Jessen mentioned that the buyer should beware, and do their due diligence; however, the better we can get the information out there the better.

Dan Jessen wondered if something could be recorded on the titles at the courthouse to show that the properties are in the Historic District. Keith Naylor said in his opinion it wasn't a good

idea because it would end up being very complicated as the properties evolve: he felt it would be better to just send the letters. Mr. Naylor suggested putting something out on the utility bills. Mr. Naylor also added that we as a committee should not do anything to make people not want to purchase property in the Historic District.

Keith Naylor talked about a historic color palette fluctuating over time so a color palette might not work very well. The committee discussed earthtones and muted colors and wanted to discourage neon or very bright colors. Appendix A already spells out that the committee should approve exterior color. Dan Jessen said that the only place the document mentions earth colors is regarding signage and stucco colors, and the committee discussed and added language to be in more than one place.

David Burton talked about the committee being subjective, but shouldn't the committee be objective; there should be a standard. Dan Jessen said the decisions should be consistent, but that the decisions of this committee were subjective by nature. The committee should have guidelines that give intent and then leave the decisions up to the committee. Debra Slotboom agreed that there should be a set palette. Merry Dean said some people have strong feelings about the Historical Preservation Committee and feel that the homeowner should be able to make any changes they would like. Keith Naylor said the state allows the committee. The discussion continued.

Dan Jessen said the changes to the Historical Preservation Appendix A will need to go to the Planning and Zoning Commission for a public hearing, and then to the City Council, because this will be added to City code.

Debra Slotboom moved to adopt the changes made to the Historic Preservation Appendix A document and to recommend this to the Planning and Zoning Commission and the City Council. Toni Robison seconded the motion. All members present voted in favor of the motion. The motion carried.

Dan Jessen said he would send the document with the changes to Keith Naylor to clean up the formatting, then will be shared with the committee. (See attached)

Toni Robison left the meeting at 11:55 AM

STAFF AND MEMBER COMMENTS: The committee discussed the times of the meetings.

David Burton said the ordinance reads, "...committee shall meet either regularly or at the call of the Chairman, with 24 hour notice to the public whenever business is transacted."

Debra Slotboom would like the committee to meet once a month like the other boards and cancel if there are no agenda items. Debra wants to be here for every meeting, but has a life

that she wants to be able to schedule. The committee agreed this is something that can be discussed in the next meeting.

David Burton asked about a vice chairman or electing a chair pro tem. This item will be discussed at the next meeting as well.

PUBLIC COMMENTS: None

ADJOURN: Debra Slotboom moved to adjourn the meeting. David Burton seconded the motion. All members present voted in favor of the motion. The meeting adjourned at 12:01 PM.

2/7/2024

Date minutes were approved