



# COUNCIL STAFF REPORT

CITY COUNCIL of SALT LAKE CITY

**TO:** City Council Members

**FROM:** Brian Fullmer  
Policy Analyst

**DATE:** February 20, 2024

**RE: Yalecrest – Princeton Heights Local Historic District  
PLNHLC2023-00044**

**Item Schedule:**

Briefing: February 20, 2024

Set Date: March 5, 2024

Public Hearing: March 26, 2024

Potential Action: April 2, 2024

The Council will be briefed about the proposed Princeton Heights Local Historic District (LHD) in the Yalecrest neighborhood. This will update the Council on progress since its May 2, 2023 briefing on initiating the Laird Heights and Princeton Heights LHDs, the required Planning Director's reports, and the LHD creation process. (The Council was briefed on the Laird Heights LHD February 6, 2024.)

Creating an LHD amends the zoning map by applying the H-Historic Overlay District to the proposed area, which is a step that requires City Council approval. Council review, public hearing, and vote are the final steps in the process.

Boundaries of the proposed Princeton Heights LHD are approximately 1323 East to 1500 East along Princeton Avenue shown in the map below. The proposed LHD boundaries include 43 parcels with homes and two vacant parcels.

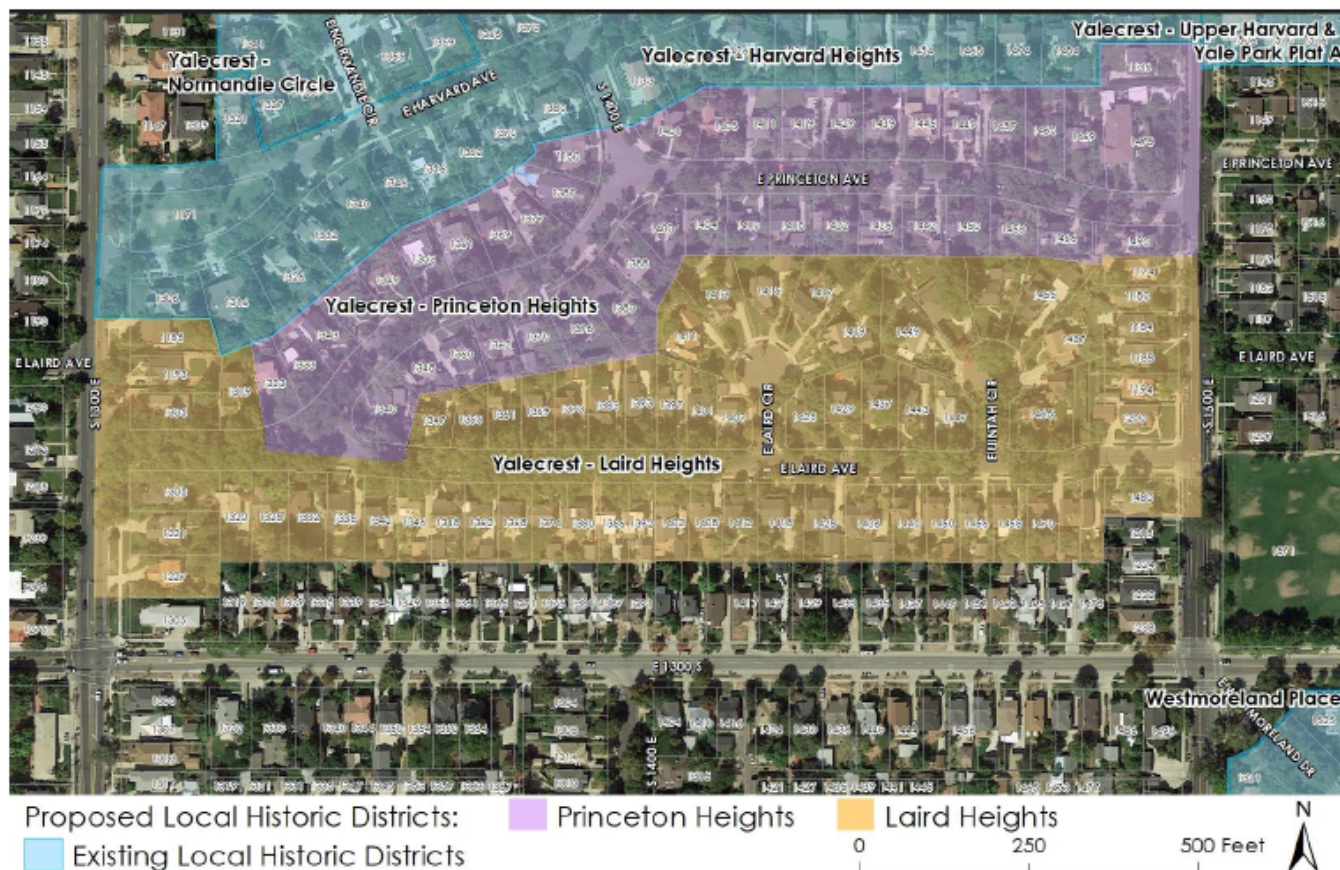
There are several steps to LHD creation as outlined below and in a graphic at the end of this report.

## **LHD Creation Process**

- Pre-application meeting.
- Initial letter mailed to all property owners within proposed district.
- Application submittal.
- Notice of application letter mailed.
- Planning Director's report to the City Council (May 2, 2023)



- Property owner meeting seeking input from and informing owners about the process and requirements.
- Open house seeking input from and informing immediate neighborhood and general public about the proposal.
- Historic Landmark Commission public hearing, review, and recommendation.
- Planning Commission public hearing, review, and recommendation.
- Property owner ballot to determine support of LHD creation.
- **City Council review, public hearing, and decision. (Current step)**



*Map of subject proposed Princeton Heights (purple), and Laird Heights (tan) Local Historic Districts.  
 (The Council was briefed on the Laird Heights LHD February 6, 2024.)  
 Existing Local Historic Districts are shown in blue.  
 Image courtesy of the Salt Lake City Planning Division*

## ADDITIONAL INFORMATION

A 2005 Reconnaissance Level Survey of the Yalecrest National Historic District area found that 42 of 43 homes (98%) within the proposed Princeton Heights LHD were rated as contributing structures. In February 2023 Staff from the State Historic Preservation Office and Planning staff confirmed the 42 structures listed in the 2005 survey are still considered contributing.

Reconnaissance Level Surveys are the most basic approach for systematically documenting and evaluating historic buildings and are based on a visual evaluation of the properties.

For the creation of Local Historic Districts, the Historic Landmark Commission (HLC) first reviews the proposals and forwards a recommendation to the Planning Commission. This included:

- The proposed Princeton Heights LHD was reviewed at the HLC’s November 2, 2023 meeting and a public hearing was held at which eight people spoke and written comments from one person were read. All were in favor of the proposal. The Commission voted unanimously to forward a positive recommendation to the City Council.
- The Planning Commission reviewed this petition at its November 8, 2023 meeting and held a public hearing at which 10 people spoke. All were supportive of the proposed LHD.

**The Planning Commission voted 5-3 to send a positive recommendation on the Princeton Heights LHD to the Council.** One Commissioner who voted in opposition expressed concerns with air quality and low-density housing as a contributing factor. The other Commissioners who voted against the motion did not say why they were opposed.

Following the Historic Landmark, and Planning Commission meetings, ballots required for LHD creation were mailed November 22, 2023 to all property owners within the proposed Princeton Heights LHD. Owners were given 30 days to return their ballots indicating support of, or opposition to the proposal. The City Recorder issued the Official Canvas of the Property Owner Opinion Ballot December 29, 2023, which contained the following results:

Ballots in Support .....	28
Ballots Opposed .....	6
Did Not Vote .....	8
Undeliverable/Did Not Receive .....	1
Returned but Did Not Vote .....	1
Returned After Due Date.....	0
Total Ballots Received .....	35 of 43

Since the number of returned property owner opinion ballots (81%) exceeds the required two-thirds threshold of ballots mailed, and ballots in support (65%) represents more than 50% of the number of parcels in the proposed LHD, the City Council may designate the LHD by a simple majority vote. It should be noted that the Council is not bound by the property owners’ opinion ballot results.

**Goal of the briefing:** *To review the proposed local historic district, address questions Council Members may have and prepare for a public hearing.*

**POLICY QUESTIONS**

1. The Council may wish to ask for more information about whether establishing a Historic District will conflict with other Citywide policies, such as the recently passed Accessory Dwelling Unit (ADU) ordinance, or the upcoming multi-family residential overlay. If the Historic Districts create some obstacle to increasing density throughout the City, does the Council want to discuss whether density is appropriate citywide, or whether there are exceptions?
2. In the past, the creation of Historic Districts created some contention. The Council may wish to ask the Administration whether they have received any concerns or anticipate any substantive objections.

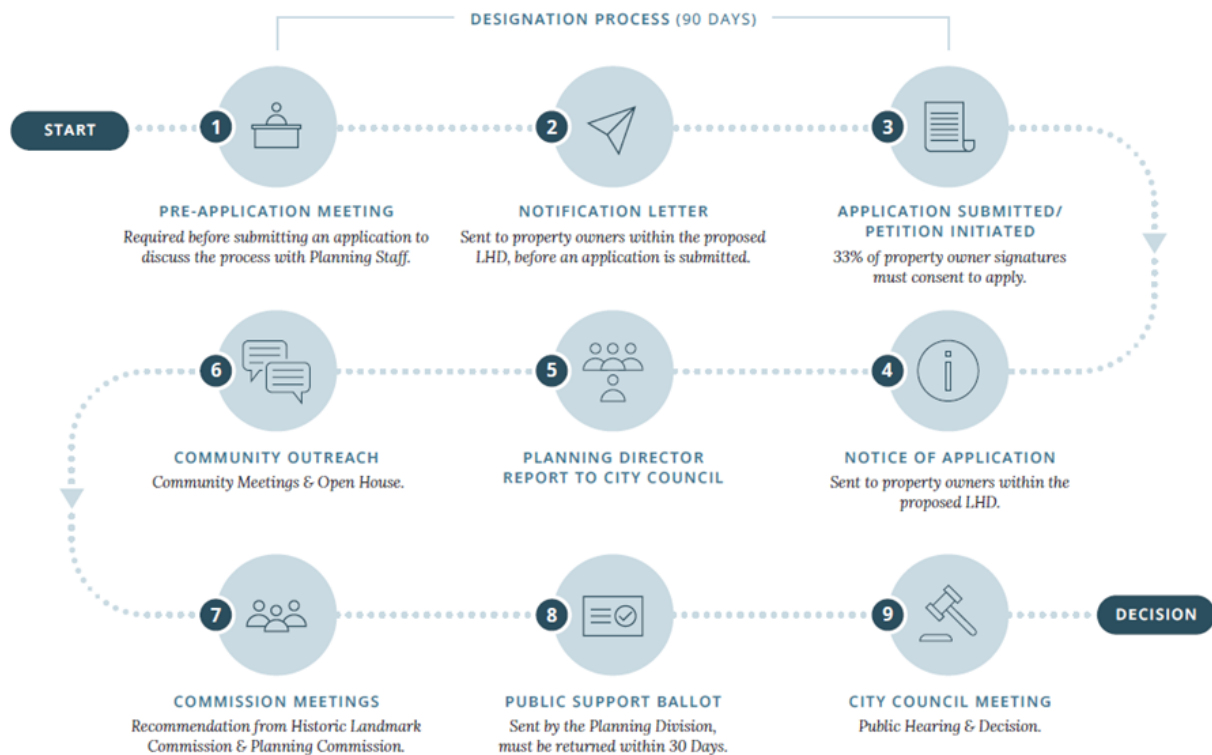
**PROJECT CHRONOLOGY**

Below is a chronology for the proposed LHD with steps in the flowchart below indicated.

- November 14, 2022 – Pre-application meeting. *(Step 1)*
- December 1, 2022 – Letter sent to property owners within proposed LHD letting them know Planning was notified a property owner is interested in creating a new LHD. *(Step 2)*
- January 22, 2023 – LHD application submitted to Planning. Property owner petition initiated. *(Step 3)*
- February 2, 2023 – Property owners within the proposed LHD sent notice of application, and “Local Historic District Pros and Cons” information letter indicating the Planning Division received an application, including the required number of signatures to initiate the designation of a new LHD. *(Step 4)*
- May 2, 2023 – Planning Director’s report to the City Council. The Council directed Planning staff to move forward processing the proposed new LHD. *(Step 5)*
- August 8, 2023 – Property owners sent notice for the required neighborhood information meeting to be held June 20, 2023. *(Step 6)*
- August 30, 2023 – Property owner meeting held at Anderson Foothill Library. Approximately 13 property owners were in attendance. *(Step 6)*
- August 31, 2023 – Email sent to Yalecrest Neighborhood Council, East Liberty Park Community Organization, Wasatch Hollow Community Council, and KEEPYalecrest with online open house notification. *(Step 6)*
- September 1, 2023 – Property owners and residents within 300 feet of the proposed LHD mailed online open house notification. Open house ran from August 31 – October 15, 2023. *(Step 6)*
- October 19, 2023 – Historic Landmark Commission public hearing notice sent to property owners and residents within 300 feet of the proposed LHD. Listserv notification of the Historic Landmark Commission’s agenda emailed. Agenda posted on the Planning Division and State websites. *(Step 7)*
- October 26, 2023 – Planning Commission public hearing notice mailed to all property owners and residents within 300 feet of the proposed LHD. Listserv notification of the Planning Commission agenda emailed. Agenda posted on the Planning Division and State websites. *(Step 7)*
- November 2, 2023 – Historic Landmark Commission briefing and public hearing. The Commission voted unanimously to forward a positive recommendation to the City Council. *(Step 7)*
- November 8, 2023 – Planning Commission briefing and public hearing. The Commission voted to forward a positive recommendation to the City Council on the proposed LHD. *(Step 7)*
- November 22, 2023 – Property Owner Opinion Ballot (Support Survey) mailed to all property owners within the proposed LHD asking if they support or are opposed to the proposed LHD. Ballots were required to be returned to the City Recorder’s Office or postmarked by December 21, 2023. *(Step 8)*

- December 29, 2023 – City Recorder’s Office released results of the survey. 28 property owners were in support, 6 were opposed, 1 ballot was undeliverable, and 8 did not vote.
- January 2, 2024 – Planning staff requested ordinance from the City Attorney’s Office.
- January 12, 2024 – Planning received ordinance from the City Attorney’s Office.
- February 2, 2024 – Transmittal received in City Council Office.
- February 20, 2024 – City Council briefing. (Public hearing anticipated to be held March 26, 2024, and a potential Council vote April 2, 2024.) (*Step 9*)

## LOCAL HISTORIC DISTRICT (LHD) DESIGNATION PROCESS



DESIGNATION PROCESS

06.2022 // PLANNING DIVISION

*LHD Designation Process Flowchart*  
Image courtesy of Salt Lake City Planning Division