



Planning & Development Services

PLANNING SERVICES NEIGHBORHOOD & COMMUNITY SERVICES

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HISTORIC PRESERVATION COMMISSION (HPC) AGENDA

**Wednesday, February 19, 2020, at 6:00 p.m.
911 N. Seventh Avenue, City Council Chambers**

City Hall is accessible to persons with disabilities. Program access accommodations may be provided with three (3) days' advance notice by contacting Skyler Beebe at sbeebe@pocatello.us; 208.234.6248 or 5815 South 5th Avenue, Pocatello, ID.

The Historic Preservation Commission is a citizen advisory group to the City Council. They are authorized to conduct a survey of local historic properties, recommend methods and procedures to preserve, restore, maintain, and operate historic properties under the ownership or control of the City; recommend the lease, sale other transfer or disposition of historic properties; participate in the conduct of land use, urban renewal and other planning processes undertaken by governmental agencies; recommend ordinances and provide information for the purposes of historic preservation; promote and conduct an educational program on historic preservation; and review and act upon applications for permits for building alteration, new construction, or demolition within designated historic districts. The Commission also plays a vital role in the City's downtown revitalization efforts. All meetings of the HPC are recorded for record retention and transcription. The following is the official agenda of the Historic Preservation Commission. Discussion and Commission action will be limited to those items on the agenda.

AGENDA ITEM 1: ROLL CALL AND DISCLOSURE OF CONFLICT OF INTEREST AND EX-PARTE CONTACT.

Disclose who was talked to, the basic substance of the conversation, and whether the conversation had any influence. Disclose if there is anything personally or professionally that would not allow an impartial or unbiased decision. Disclose if a site visit was done, location(s) of the visit, and what was seen.

AGENDA ITEM 2: APPROVAL OF MINUTES

The Commission may wish to approve the minutes from the regular meeting on February 5, 2020. **(ACTION ITEM)**

AGENDA ITEM 3: 2020 IDAHO HERITAGE CONFERENCE

The Commission will hear an update on the 2020 Idaho Heritage Conference. **(ACTION ITEM)**

AGENDA ITEM 4: FUNDRAISING

The Commission will hear an update on fundraising through a 501c3. **(ACTION ITEM)**



The meeting began at 6:05 P.M.

AGENDA ITEM #1: ROLL CALL AND DISCLOSURE OF CONFLICT OF INTEREST AND EX-PARTE CONTACT

Disclose who was talked to, the basic substance of the conversation, and whether the conversation had any influence. Disclose if there is anything personally or professionally that would not allow an impartial or unbiased decision. Disclose if a site visit was done, location(s) of the visit, and what was seen.

PRESENT: Jacquee Alvord, Donald Elston, Latecia Herzog, Nick Nielson, Kelsey Stenersen, and Meagan Sully.

EXCUSED: William Strength.

STAFF: Jim Anglesey, Aceline McCulla, and Merrill Quayle.

None of the Commission members had anything to report.

AGENDA ITEM #2: APPROVAL OF MINUTES

The Commission may wish to approve the minutes from the regular meeting on January 15, 2020.

It was (MSC) (K. Stenersen, D. Elston) to approve the minutes as written from the regular meeting on January 15, 2020.

AGENDA ITEM #3: CERTIFICATE OF APPROPRIATENESS

- A. Stacy Johnson of Cozy Belle, represented by BengalWorks, LLC, requests a Certificate of Appropriateness for new vinyl window signage at 312 W. Center Street.

Shiloh Armstrong of BengalWorks LLC, 470 W. Oak Street, Pocatello, stated four (4) white vinyl decals measuring 24" x 7" would run along the very top of the four (4) windows to the left side of the main entrance. **Herzog** asked staff if the building's "marquee" sign was included and the cause of the overage by staff's report. The Kress Building has the same issue and the HPC separated the building signage from the tenant space. **Herzog** recommended approving the signage if the tenant meets their business frontage and within the square footage allowance, excluding the "marquee" sign.

Elston asked about the full vinyl sheeting on the window left of the door. **Armstrong** clarified a correction will be made to only have a cutout.

Jim Anglesey, Assistant Planner with the City of Pocatello, clarified that the building marquee sign was included in the tenant square footage calculation by staff. Anglesey will investigate further to determine the inclusion or separation of the building marquee against tenant building frontage of the space they are leasing.

It was **MSC (L. Herzog, D. Elston)** to approve the request by Cozy Belle at 312 W. Center Street, the signage as presented, once staff verifies the total square footage for tenant space of the business, and to have Chair Nielson sign the Certificate of Appropriateness.

- B.** Old Town Pocatello Foundation, represented by Randy Dixon of Relight the Night, requests a Certificate of Appropriateness for the Buster Brown neon sign-display at the southern corner of W. Center St. & Union Pacific Ave.

Randy Dixon, 420 N. Main Street, Pocatello, stated that Relight the Night planned to place the refurbished Buster Brown Neon sign on the corner of W. Center Street and Union Pacific Avenue on an existing green space, located 80 feet from its original location in the Pioneer Block Building at W. Center Street.

It was Motioned, Seconded, and Carried (**MSC**) (**L. Herzog, D. Elston**) to approve the request by the Old town Pocatello Foundation to place the Buster Brown Neon Sign as presented at the corner of W. Center Street and Union Pacific Avenue, and to have Chair Nielson sign the Certificate of Appropriateness.

AGENDA ITEM 4: 2020 IDAHO HERITAGE CONFERENCE

- A.** The Commission will discuss replacing the 2020 Historic Preservation Conference with the 2020 Idaho Heritage Conference that will take place in Pocatello in September.

Nielson summarized meeting with ISU Historical Dept. in July to budget funds for the conference in spring 2021. Remind Nielson to call ISU to reserve the Wood River Conference room for April 2021.

It was **MSC** (**M. Sully, D. Elston**) to cancel the 2020 Historic Preservation Conference at ISU and begin working on the 2021 conference in March, to reserve the conference room for April 2021, and then work with ISU in July to discuss budget approval equivalent to previous year's financial support and collaboration with the History Department for future HPC events.

- B.** The Commission will hear an update on the 2020 Idaho Heritage Conference (IHC).

Alvord gave a summary of the meeting and passed out a draft overview of the IHC. The HPC needs to decide if one or two HPC members should be at the Brady Chapel during the lunch tour, set up the presentation, and answer questions on both days?

Herzog asked if the City PIO would help draft public releases and presentations and help reach other organizations that want people to present events or upcoming projects to help promote the HPC events. **Anglesey** will talk with McDougall and work with Herzog and Nielson on topics and ideas.

AGENDA ITEM 5: DOWNTOWN HISTORIC DISTRICT SUMMER WALK

The Commission will hear an update on plans for a walk through the Downtown Historic District.

Herzog stated the annual walk provides an opportunity for the Commission to see changes. Herzog recommended May 20 for the walk. In addition, breaking the Commission into two groups, group one would walk the Eastside and group two would walk the Westside. This way everything would be viewed and notes could be discussed during the next meeting. A meeting place would be determined upon determination of any COAs that need to be heard that day.

It was **MSC** (**L. Herzog, J. Alvord**) to schedule the annual Old Town Pocatello walk for May 20.

AGENDA ITEM 6: FUNDRAISING

The Commission will hear an update on fundraising and the 501c3 status of Friends of the Cemetery.

Anglesey stated the 501c3 no longer exists. Anglesey would investigate a 501(c)(3) further, the steps required if allowable, and what permissions are necessary from the Pocatello City Council. **Leeuwrik** would help to

secure funding for the Brady Chapel pinnacle project and hope for it to be completed prior to the Idaho Heritage Conference in September. Anglesey recommended placement of the final pinnacle during the lunch tour, which would also be a great opportunity for the media to promote the Brady Chapel restoration project.

With no other business, it was **MSC (K. Stenersen, M. Sully)** to adjourn the meeting at 7:30 P.M.

Submitted by: _____ Approved on: _____
Aceline McCulla, Secretary



Overview

Boise Heritage Partners Meeting

Heritage Conference Schedule

Tours:

Trolley Tour includes Brady Chapel
Possible Noon 16-17 Sep.

Historic Preservation Tours;

Self-Guided tours in Pocatello
Brochures review accuracy
New maps and guides

ISU: Activities Charts on History and Pocatello

Marshall Public Library
ISU Library

Determination of Requirements and Member Support

Example: Building interest, advertising, communications

Idaho Women 2020: Sessions Minnie Howard, Benedicte Wrensted

Closing Plenary: Women's Suffrage Success Stories: Featuring Eva Standrod

Support for Event