AGENDA ITEM #1: ROLL CALL

AGENDA ITEM #2: 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 #3: APPROVAL OF MINUTES
The Commission may wish to approve the regular meeting minutes from November 6, 2019, and the Veterans Day event minutes from November 11, 2019. (ACTION ITEM)

AGENDA ITEM #4: CERTIFICATE OF APPROPRIATENESS
A. Brian Nice of NeighborWorks Pocatello requests a Certificate of Appropriateness for a shed (accessory structure) to be located on two parking spaces at the rear of the building located at 206 N. Arthur Street, Eagles Building. (ACTION ITEM)

B. Matt Sanger of Round River Baking, represented by SignUp Signs and Graphics, requests a Certificate of Appropriateness for new vinyl window signs at 250 N. Main Street, Kahn building. (ACTION ITEM)

C. Off the Rails Brewing, represented by SignUp Signs and Graphics, requests a Certificate of Appropriateness for one new projecting sign and one new wall sign at 228 S. Main Street. (ACTION ITEM)

D. Tony & Paula Seikel of the Portneuf Sangha, requests a Certificate of Appropriateness for a new door sign at 424 W. Lewis, the North Building. (ACTION ITEM)

E. Dane Simmons Jr. requests a Certificate of Appropriateness for new wall signage, to paint areas with existing colors and add lighting at 123 N. Main Street & 312 W. Center Street, Sonnenkalb Building. (ACTION ITEM)

AGENDA ITEM #5: 2020 IDAHO HERITAGE CONFERENCE
The Commission will hear an update on the 2020 Idaho Heritage Conference. (ACTION ITEM)

AGENDA ITEM #6: HOLIDAY PARTY
The Commission may wish to participate in a holiday party at Ming's Cafe.
HISTORIC PRESERVATION COMMISSION
Minutes for November 11, 2019 at 6:00 p.m.
City Council Chambers, Municipal Building
911 N. 7th Avenue, Pocatello, ID


The Veteran’s Day Open House was held at the Brady Chapel in the Mountain View Cemetery located at 1520 S. 5 Avenue, Pocatello. The event began at 11:00 a.m. and concluded at 4:00 p.m.

A total of $60.14 was collected in donations from the public. Forty people signed the Brady Chapel register and an estimated number of visitors was 70.

No business was conducted.

Submitted by: ____________________________  Approved on: ____________________________

Aceline McCulla, Secretary
The meeting began at 6:00 P.M.

AGENDA ITEM #1: ROLL CALL
PRESENT: Jacquee Alvord, Donald Elston, Latecia Herzog, Nick Nielson, Kelsey Stenersen, and Meagan Sully.
EXCUSED: William Strength.
STAFF: Councilwoman Linda Leeuwrik, Aceline McCulla, and Terri Neu.

AGENDA ITEM #2: 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.

None of the Commission members had anything to report.

AGENDA ITEM #3: APPROVAL OF MINUTES
The Commission may wish to approve the Scavenger Hunt minutes from October 11 and the regular meeting minutes from October 16, 2019.

It was Motioned, Seconded, and Carried (MSC) (J. Alvord, K. Stenersen) to approve the minutes as written for the Scavenger Hunt from October 11 and the regular meeting from October 16, 2019.

AGENDA ITEM #4: CERTIFICATE OF APPROPRIATENESS
IES Custom Staffing, represented by Sign Up Signs and Graphics, requests a Certificate of Appropriateness and sign permit for new window signage at 150 S. Main Street, Kress Building.

Jason Young of Sign Up signs and Graphics, 3275 Highway 30 W., Pocatello mentioned the graphics are die-cut, not full window. Herzog clarified that 39 square feet is allowed and Young was asking for 71.2 square feet per the application. Herzog asked Neu if the size of the phone number was allowed. Neu noted 6 square feet would be the maximum allowed on the side window for the phone number. Young stated he found errors in numbers on the application, the front window total comes to 31.4 square feet and the side window is 13.29 square feet for a total of 44 square feet. Herzog recommended removing the phone number and leaving graphic size.

It was Motioned, Seconded, and Carried (MSC) (L. Herzog, D. Elston) to approve the request by IES Custom Staffing at 150 S. Main Street, for a sign permit with 39 square feet on the front window, with the removal of the phone number, and reducing the signage on side window to six square feet including the phone number, and to have Chair Nielson sign the Certificate of Appropriateness.

AGENDA ITEM #5: 2020 IDAHO HERITAGE CONFERENCE
The Commission shall discuss and decide who would like to chair and act as liaison to The Heritage Partners for the Commission.
Alvord presented ideas for the next conference call. McCulla will tentatively hold the Council Chambers for January 15, 2020 from 5 p.m. – 6 p.m. for the Idaho Heritage Conference Committee meeting.

AGENDA ITEM #6: CERTIFIED LOCAL GOVERNMENT GRANT
The Commission may wish to decide to apply for the Certified Local Government Grant for 2020/2021 and what project to fund.

Neu stated she would apply. An application will be prepared to complete the Bonneville Neighborhood survey for the National Register listing. Herzog recommended to complete the Bonneville Neighborhood application. The Bonneville elementary School is a Frank Paradise building. Neu stated it would take approximately nine months for the reconnaissance survey.

AGENDA ITEM #7: OLD TOWN MASTER PLAN TASK FORCE
The Commission may wish to choose a Commission member to attend the Old Town Master Plan Task Force meetings.

Neu stated the Task Force wanted an HPC member to attend all the meetings. The meetings will be held in Station Square from noon to 1:30 p.m. and lunch would be provided.

Nominations:
Latecia Herzog – declined
Nielson and Elston will co-represent on the Task force.

AGENDA ITEM 8: Next meeting agenda items:

The commission will adjourn to Ming’s Café for a holiday party following the meeting on December 4, 2019.

AGENDA ITEM 9:
 a) A donation was received by the Ladies Lunch Group to help the Brady Chapel.
 b) Terri will no longer be the staff liaison for the HPC, this is her last meeting.

With no other business, it was MSC (L. Herzog, J. Alvord) to adjourn the meeting at 6:55 P.M.

Submitted by: _______________________________ Approved on: ___________________________

Aceline McCulla, Secretary
TO: Historic Preservation Commission

FROM: Carl Anderson, Senior Planner

MEETING DATE: December 4, 2019

RE: Certificate of Appropriateness for a new shed to be located on two parking spaces at the rear of the building located at 206 N. Arthur Street

REQUEST: Brian Nice of NeighborWorks Pocatello has submitted an application for a certificate of appropriateness for a shed (accessory structure) to be located on two parking spaces at the rear of the building located at 206 N. Arthur Street, Eagles Building.

BACKGROUND: This building was built in 1915-1916. The Inventory-Nomination Form for the Downtown Historic District listing on the National Register of Historic Places in 1972 states, “This two-story brick building has seen only minor alterations. Some of the early store fronts and the original bracketed tin cornice remain intact and visible.”

“The second floor of the building served as lodge hall for Pocatello Aerie 119 of the Fraternal Order of Eagles. In 1927 the first floor of the building housed Hemsted Brothers, the Modern Barber Shop, and Lynn Brothers Hospital.”

ANALYSIS: A Certificate of Appropriateness is required per Municipal Code Section 17.04.210(G). Per Municipal Code Section 17.04.210(H), the Historic Preservation Commission may issue a certificate of appropriateness either with or without conditions to further the purposes of this section or decline to issue one. The Historic Preservation Commission shall state, for inclusion in the minutes as well as in the findings, the reasons for its decision.

POCATELLO MUNICIPAL CODE SECTION 17.04.210(I) CRITERIA FOR REVIEW:
1. Adverse impacts to the historical integrity of the property or structure shall be minimized.
   a. Changes to the defining characteristics of the building or site shall be minimized.

   Staff Analysis: Changes to the building are not proposed. The proposed shed will be placed at the rear of the building within two existing parking spaces, where it will be the least visible from the public right of way. The applicant is proposing to paint the shed using the same coloring scheme as the Eagles Building.

   b. Removal of historic materials and features of the building or site shall be avoided.

   Staff Analysis: There are no historic materials or features of the building that will be removed.

   c. Historic materials shall be retained where possible. Where not feasible, compatible materials shall be encouraged.

   Staff Analysis: There are no historic materials or features of the building that will be removed.
2. The proposed work shall be compatible with the property or structure itself, as well as the surrounding neighborhood or district. Consideration shall be given to exterior design, site layout, proportion, detail, scale, color, texture, and materials.

Staff Analysis: The proposed shed is not consistent with the design of the Eagles Building. The applicant is proposing a 16’ X 16’ shed to be placed in such a manner that it is not easily viewable from the adjacent right-of-way and located in two existing parking spaces. The applicant is proposing that the shed be painted the same colors as the Eagle building woodwork. The applicant owns both properties (RPPOC293900 & RPPOC293800).

The estimated existing parking requirement is 27 parking spaces, at 1 parking space per 250 gross floor area of office space (gfa) and 2 per multi-family dwelling unit. The estimated office area is 4,284 and the number of residential units is 5. Therefore, the existing parking requirement will be met as there are 29 parking spaces remaining.

3. Landscaping shall be compatible with the historic character of the property itself, as well as with the surrounding neighborhood or district.

Staff Analysis: No landscaping is included in this project.

4. The style, materials, size and location of signs shall be compatible with the historic character and scale of the property or structure as well as to the surrounding neighborhood or district.

Staff Analysis: Not applicable. The proposed work is for a movable shed to be located at the rear of the building.

5. The historic preservation commission must consider the property’s suitability for preservation or restoration; educational value; cost for preservation or restoration; cost of acquisition, restoration, maintenance, operation, or repairs; possibilities for adaptive or alternative use of the property; appraised value and administrative and financial responsibility of any person or organization willing to underwrite all or a portion of such costs.

Staff Analysis: The property is listed on the National Register of Historic Places and contributes to the district.

ATTACHMENTS:
   A. Application & Supporting Materials
ATTACHMENT A
APPLICATION FOR CERTIFICATE OF APPROPRIATENESS FOR NEW CONSTRUCTION, DEMOLITION OR BUILDING ALTERATION WITHIN THE DOWNTOWN HISTORIC DISTRICT (A Prerequisite to obtaining a Building or Sign Permit)

NOTE TO APPLICANTS: The Historic Preservation Commission generally meets the 1st and 3rd Wednesdays of each month at 6:00 p.m. In order to appear on the agenda, complete application materials must be submitted to the Planning & Development Services Department at least ten (10) days prior to the meeting date. Complete applications will be considered by the HPC within forty-five (45) days of receipt.

Applicant:
Name: NeighborWorks Pocatello
Mailing address: 206 N. Arthur
Pocatello, ID 83204
Phone: 208-232-9468
Email: bnice@nwpcocatello.org

Representative:
Firm & Contact: NeighborWorks Pocatello
Mailing address: 206 N. Arthur
Pocatello, ID 83204
Phone: 208-232-9468
Email: bnice@nwpcocatello.org

TYPE OF WORK: ✓ New Construction ☐ Demolition* ☐ Exterior Building Alteration (Sign)

*All demolitions require a public hearing in accordance with Section 17.04.210. All such hearings shall be set within forty-five days after receipt of an application. See #5 below.

Brief description of work, add additional sheet if you need more space:
NeighborWorks Pocatello is running out of storage space. We would like to purchase a movable shed to be located on two parking spots the backside of the building. The size of shed would be 10'x16'. The size of the two parking spots are 16'x16' combined and is the least visible spots on the property. We plan to paint the shed in the spring using the same colors as the Eagle building woodwork. (see attached photos).

THIS APPLICATION SHALL BE ACCOMPANIED BY THE FOLLOWING MATERIALS (pursuant to the Zoning Ordinance Section 17.04.210):

1. A clear statement of the proposed work, including colors, materials, landscaping, canopies, and signs;
2. Plans illustrating the size, height and completed appearance of the proposed work;
3. A site plan showing all existing buildings and structures and the proposed work;
4. Any other project information deemed necessary by the historic preservation commission.
5. Certificate Of Appropriateness; Standards For Review: In reviewing applications for certificates of appropriateness for new construction or alterations of buildings, sites, structures, and objects within a historic district, the criteria for review are as follows:

A. Adverse impacts to the historical integrity of the property or structure shall be minimized.
   1. Changes to the defining characteristics of the building or site shall be minimized.
   2. Removal of historic materials and features of the building or site shall be avoided.
   3. Historic materials shall be retained where possible. Where not feasible, compatible materials shall be encouraged.

B. The proposed work shall be compatible with the property or structure itself, as well as the surrounding neighborhood or district. Consideration shall be given to exterior design, site layout, proportion, detail, scale, color, texture, and materials.

C. Landscaping shall be compatible with the historic character of the property itself, as well as with the surrounding neighborhood or district.

D. The style, materials, size and location of signs shall be compatible with the historic character and scale of the property or structure as well as to the surrounding neighborhood or district.

E. The historic preservation commission must consider the property's suitability for preservation or restoration; educational value; cost for preservation or restoration; cost of acquisition, restoration, maintenance, operation, or repairs; possibilities for adaptive or alternative use of the property; appraised value and administrative and financial responsibility of any person or organization willing to underwrite all or a portion of such costs.

6. A title report, property deed, or other legal documentation of ownership of the site in question, whether freehold, option, or lease for anything other than sign installation.

7. In cases where the application is for demolition, the necessity for the demolition shall be justified in writing. This shall include at a minimum:

   A. A detailed structural analysis conducted by a licensed architect or structural engineer.

   B. The reasons for the building's demolition and the urgency for so doing.

PLEASE NOTE: Issues relating to access to or encroachments upon public rights-of-way are not within the purview of the Historic Preservation Commission. Such matters must be reviewed and decided by separate application to the City Engineering Department.

The approval of this application does not permit the violation of any federal or state codes, any section of the Building Code, or other Pocatello Municipal Codes as adopted. Approval of this land use permit does not exempt applicant from the provisions of the federal Fair Housing Act or ADA requirements. Further, other conditions, requirements, etc. may be imposed as part of the building permit process.

This application shall not be considered complete (nor will a hearing be scheduled) until all required information has been submitted and verified.

I hereby acknowledge that I have read this application and state that the above information is correct and I agree to the above terms and conditions. I am also aware the applicant or a representative must be present at the Historic Preservation Commission meeting.

Print Building/Property Owner(s) Name:  

Signature of Building/Property Owner(s):  

IMPORTANT: Should the Commission decline to issue this certificate, applicants may appeal to the City Council by written request submitted to the Planning & Development Services Department within thirty (30) days of the date of the written decision.
**QUOTE**

**YOUR NEAREST DEALER**
Auto Image
2042 Garrett Way
Pocatello ID, 83201
208-233-5526

**HOME OFFICE**
PHONE: (615) 890 - 8075

**HOME OFFICE HOURS**
MON - FRIDAY
8AM - 5PM CST

---

**CUSTOMER INFO**

<table>
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<tr>
<th>DATE:</th>
<th>QUOTE NUMBER: GIU0V</th>
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<td>EMAIL:</td>
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Save Link: https://orders.oldhickorybuildings.com/quote?quoteid=GIU0V

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**YOUR CUSTOM BUILDING**

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<tr>
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<td>SIDING: Treated T1-11 Pine</td>
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<tr>
<td>COLOR: Sealed T1-11</td>
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<td></td>
</tr>
<tr>
<td>ROOF: Metal - Hunter Green</td>
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<tr>
<td>FLOORING: Engineered Panels T&amp;G</td>
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<td></td>
</tr>
<tr>
<td>DOUBLE DOOR</td>
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</table>

**ESTIMATED TOTAL* (PRE-TAX):** 3875.00

*ESTIMATE ONLY: PLEASE CONTACT YOUR DEALER FOR FINAL PRICING*
All measurements are within 5 percent variance
Shed color to match existing greens
TO: Historic Preservation Commission

FROM: Carl Anderson, Senior Planner

MEETING DATE: December 4, 2019

RE: Certificate of Appropriateness for new window signage at 250 N. Main Street

REQUEST:
Matt Sanger of Round River Baking, represented by SignUp Signs and Graphics, has submitted an application for a certificate of appropriateness for new vinyl window signs at 250 N. Main Street, Kahn Building.

BACKGROUND:
This building was built before 1927. The Inventory-Nomination Form for the Downtown Historic District listing on the National Register of Historic Places in 1972 states, “This one-story brick building is constructed of brown brick and has a concrete cornice. The original brick façade of an early canvas awning is still present, but the store front has been altered.”

“In 1931 this building housed the Emil K. Kahn New and Second-Hand Furniture Store.”

ANALYSIS:
A Certificate of Appropriateness is required per Municipal Code Section 17.04.210(G). Per Municipal Code Section 17.04.210(H), the Historic Preservation Commission may issue a certificate of appropriateness either with or without conditions to further the purposes of this section or decline to issue one. The Historic Preservation Commission shall state, for inclusion in the minutes as well as in the findings, the reasons for its decision.

POCATELLO MUNICIPAL CODE SECTION 17.04.210(I) CRITERIA FOR REVIEW:
1. Adverse impacts to the historical integrity of the property or structure shall be minimized.

   a. Changes to the defining characteristics of the building or site shall be minimized.

   Staff Analysis: The application is for a vinyl window sign. It will not have any effect on the defining characteristics of the building or site.

   b. Removal of historic materials and features of the building or site shall be avoided.

   Staff Analysis: There are no historic materials or features of the building that will be removed.

   c. Historic materials shall be retained where possible. Where not feasible, compatible materials shall be encouraged.

   Staff Analysis: There are no historic materials or features of the building that will be removed.
2. The proposed work shall be compatible with the property or structure itself, as well as the surrounding neighborhood or district. Consideration shall be given to exterior design, site layout, proportion, detail, scale, color, texture, and materials.

Staff Analysis: The proposed work is compatible with the property and the district at large.

3. Landscaping shall be compatible with the historic character of the property itself, as well as with the surrounding neighborhood or district.

Staff Analysis: No landscaping is included in this project.

4. The style, materials, size and location of signs shall be compatible with the historic character and scale of the property or structure as well as to the surrounding neighborhood or district.

Staff Analysis: The proposed work is new window signs similar to what is seen in the district. It will be compatible with the historic character and scale of the property. Per Municipal Code 15.20.230(8.5) window signs may be applied, painted or affixed to or in the window of a building as long as they occupy no more than fifty percent (50%) of the total window area and the area of such signage is calculated toward the total sign area allowed on site.

<table>
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<th>Business Frontage:</th>
<th>24 feet</th>
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</thead>
<tbody>
<tr>
<td>Sign Area Allowed:</td>
<td>36 square feet (24’ × 1.5’)</td>
</tr>
<tr>
<td>Sign Area Proposed:</td>
<td>14.63 square feet</td>
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</table>

The applicant is permitted 6 square feet of door signage, and the applicant is proposing 1.67 sq. ft. of door signage not to be included in the total sign area allowed. The submitted renderings do not display the telephone number and/or website of the business.

5. The historic preservation commission must consider the property’s suitability for preservation or restoration; educational value; cost for preservation or restoration; cost of acquisition, restoration, maintenance, operation, or repairs; possibilities for adaptive or alternative use of the property; appraised value and administrative and financial responsibility of any person or organization willing to underwrite all or a portion of such costs.

Staff Analysis: The property is listed on the National Register of Historic Places and contributes to the district.

ATTACHMENTS:

A. Application & Supporting Materials
APPLICATION FOR CERTIFICATE OF APPROPRIATENESS
FOR
NEW CONSTRUCTION, DEMOLITION OR
BUILDING ALTERATION WITHIN THE
DOWNTOWN HISTORIC DISTRICT
(A Prerequisite to obtaining a Building or Sign Permit)

NOTE TO APPLICANTS: The Historic Preservation Commission generally meets the 1st and 3rd Wednesdays of each month at 6:00 p.m. In order to appear on the agenda, complete application materials must be submitted to the Planning & Development Services Department two (2) Thursdays prior to the meeting date. Complete applications will be considered by the HPC within twenty-one (21) days of receipt.

APPLICATION DATE: 11/12/2019 APPLICANT NAME: Round River Baking
MAILING ADDRESS: 3275 Hwy 30 W, Pocatello, ID 83201 PHONE NUMBER: 208-232-2938
ADDRESS OF BUILDING/PROPOSED BUILDING: 250 N. Main St Pocatello, ID 83204

TYPE OF WORK: ☐ New Construction ☐ Demolition* ☐ Exterior Building Alteration (Sign)

TYPE OF REVIEW BEING REQUESTED: ☐ Preliminary Only ☐ Final Approval ☐ FILP Funding Assistance

*All demolitions require a public hearing in accordance with Section 17.04.210. All such hearings shall be set within forty-five days after receipt of an application. See #5 below.

BRIEF DESCRIPTION OF WORK: Install white vinyl graphics on 3 windows. Words Round River Baking across the top and white vinyl across the bottom in a reverse white Land, Community, Craft. Logo on front door in white also.

THIS APPLICATION SHALL BE ACCOMPANIED BY THE FOLLOWING MATERIALS (pursuant to the Zoning Ordinance Section 17.04.210):

1. Photographs of existing conditions relative to adjacent buildings.
2. A clear statement and scope of the proposed work, to include such things as colors, materials, landscaping and signs. Must include samples of paint, materials, etc.
3. Colored drawings illustrating the size, height and completed appearance of the proposed work.
4. A site plan showing all existing and adjacent buildings and structures, as well as drawings of the proposed work.
5. In cases where the application is for demolition, the necessity for the demolition shall be justified in writing. This shall include at a minimum:

A. A detailed structural analysis conducted by a licensed architect or structural engineer.

B. The reasons for the building’s demolition and the urgency for so doing.

6. Any other information deemed necessary by the Commission. This should include information and materials to assist the Commission in evaluating the proposal based on the following factors:

A. Adverse impacts to the historical integrity of the property or structure shall be minimized.
   1. Changes to the defining characteristics of the building or site shall be minimized.
   2. Removal of historic materials and features of the building or site shall be minimized.
   3. Historic materials shall be retained where possible. Where not feasible, compatible materials shall be encouraged.

B. The proposed work shall be compatible with the property or structure itself, as well as the surrounding neighborhood or district. Consideration shall be given to exterior design, site layout, proportion, detail, scale, color, texture, and materials.

C. Landscaping shall be compatible with the historic character of the property itself, as well as with the surrounding neighborhood or district.

D. The style, materials, size and location of signs shall be compatible with the historic character and scale of the property or structure as well as the surrounding neighborhood or district.

E. The Historic Preservation Commission must consider the property’s suitability for preservation or restoration; educational value; cost for preservation or restoration; cost of acquisition, restoration, maintenance, operation, or repairs; possibilities for adaptive or alternative use of the property; appraised value and administrative and financial responsibility of an person or organization willing to underwrite all or a portion of such costs.

7. A title report, property deed, or other legal documentation of ownership of the site in question, whether freehold, option, or lease.

PLEASE NOTE: Issues relating to access to or encroachments upon public rights-of-way are not within the purview of the Historic Preservation Commission. Such matters must be reviewed and decided by separate application to the City Council.

The approval of this application does not permit the violation of any federal or state codes, any section of the Building Code, or other Pocatello Municipal Codes as adopted. Approval of this land use permit does not exempt applicant from the provisions of the federal Fair Housing Act or ADA requirements. Further, other conditions, requirements, etc. may be imposed as part of the building permit process.

This application shall not be considered complete (nor will a hearing be scheduled) until all required information has been submitted and verified.

I hereby acknowledge that I have read this application and state that the above information is correct and I agree to the above terms and conditions. I am also aware the applicant or a representative must be present at the Historic Preservation Commission meeting.

Print Building/Property Owner(s) Name: ___________________________ Date: ___________________________

Signature of Building/Property Owner(s): ___________________________ Date: ___________________________

Digitally signed by Jeremy McLaughlin
Date: 2019.11.12 08:45:31 -07'00'

IMPORTANT: Should the Commission decline to issue this certificate, applicants may appeal to the City Council by written request submitted to the Planning & Development Services Department within forty-five days.

cd/comform/applications/certappropriateness.doc (rev. 01/13)
APPLICATION FOR AN ON-PREMISE SIGN PERMIT

Filing Fee $75.00
Submittal Date: 1/24/19
Contact Name: ______

Sign Contractor Information:
Name: Sign Up Signs & Graphics
Address: 3275 Hwy 30 W Pocatello, ID 83201
Phone: 208-232-2938
Email: jeremy@signup.graphics
Zoning: Commercial
Historic District: Yes ☐ No ☐
Illumination Source: N/A
Power Source: Existing N/A New ______

Is the electrical connection a standard three-prong? Yes ☐ No ☐
Height (from ground level to top of sign): 7’

Business/Site Information:
Name: Round River Baking
Address: 205 N. Main St Pocatello, ID 83204
Phone: 208-851-8693
Email: roundriverbaking@gmail.com
Type of sign(s): Vinyl Graphics - Window
Dimension of Face(s): 3-32"x10", 3-45"x8.5", 1-30"x7.9"
If new, elect. contractor name: N/A

Total Sign Area Existing on Site (include all painted wall signs, pole signs, and window signs):

Building Frontage (per street front): 0 Signage existing
24’ N. Main

Open Space (per street front): N/A

Multi-Use Facility (more than one tenant in bldg.): Yes ☐ No ☐

THE FOLLOWING INFORMATION MUST ACCOMPANY EACH APPLICATION

1. A site plan which includes: the site with street locations, lot frontage dimensions, building locations(s), building frontage dimension, open space dimension, landscaping, location of all existing and proposed signage with setback dimensions from property lines, and the dimensions of said signs.

2. Schematic drawings of the proposed sign(s) which indicate dimensions, height, colors, message, type of illumination, and construction materials.

3. Structural details showing mounting to a building or pole (pole size, anchoring, concrete footings, etc.).

4. Photographs of the site showing building and proposed location of sign(s).
IF THIS PERMIT IS FOR REUSE OF NONCONFORMING SIGNAGE, THE FOLLOWING MUST ALSO BE PROVIDED:

5. Documentation that the message of the existing sign has not been incorrect for over one hundred eighty days. Such documentation may include lease papers, utility records, or the like.

6. If for a new business, estimates for the cost of refurbishing the existing sign and installing a conforming replacement.

The undersigned applicant and/or applicant's representative hereby agree to indemnify, protect, and save the City harmless from all costs, loss, or damage which may be sustained by reason of the erection, maintenance, use, or removal of the sign(s), and that the sign(s) may be removed as provided in the City ordinances. The approval of this sign does not permit the violation of any section of this or other City ordinances. I/we hereby acknowledge that I/we have read this application and certify that the information provided is correct. Further, I/we understand that it is my responsibility, as the sign contractor, to secure a sign permit prior to commencement of any work including fabrication and installation of said signs. A permit should be available in the City Planning & Development Services Department 5 working days after submittal of a complete permit application. Further, by my signature below, I acknowledge that any and all conditions will be adhered to and are understood, that all work will be done in accordance with the issued permit, and that I am authorized to do so by the building/property/business owner.

Jeremy McLaughlin 11/12/2019
DigiSign by Jeremy McLaughlin
Digitally signed by Jeremy McLaughlin
Date: 2019.11.12 08:41:53 -07'00'

Signature of Sign Owner Date
Signature of Sign Contractor Date

Signage should be completed within ninety days of obtaining a permit. Permits and exceptions are not transferable.

SEE ATTACHED SIGN PERMIT CHECKLIST FOR CITY’S APPROVAL SIGNATURE AND STAFF COMMENTS AND/OR REQUIREMENTS FOR THIS SIGN PERMIT.

Staff Use Only Below This Line

PERMIT INSPECTION - P & DS

Date: ___________________________ By: ___________________________

Status/Action:
______________________________________________________________

SIGN & ELECTRICAL INSPECTION - BUILDING

Date: ___________________________ By: ___________________________

Status/ Action:
______________________________________________________________

Revised 10/01/16
TO: Historic Preservation Commission

FROM: Carl Anderson, Senior Planner

MEETING DATE: December 4, 2019

RE: Certificate of Appropriateness for one new projecting sign and one new wall sign at 228 S. Main Street.

REQUEST:
Off The Rails Brewing, represented by SignUp Signs and Graphics, has submitted an application for a certificate of appropriateness for one new projecting sign and one new wall sign at 228 S. Main Street.

BACKGROUND:
This building was built after 1931. The Inventory-Nomination Form for the Downtown Historic District listing on the National Register of Historic Places in 1972 states, "This small single-story red brick building has been painted white. Although the store front has been altered, the original brick façade, concrete coping band, and proportions are intact and visible. The building appears to have been built within the district's period of significance, which extends to 1939."

ANALYSIS:
A Certificate of Appropriateness is required per Municipal Code Section 17.04.210(G). Per Municipal Code Section 17.04.210(H), the Historic Preservation Commission may issue a certificate of appropriateness either with or without conditions to further the purposes of this section or decline to issue one. The Historic Preservation Commission shall state, for inclusion in the minutes as well as in the findings, the reasons for its decision.

POCATELLO MUNICIPAL CODE SECTION 17.04.210(I) CRITERIA FOR REVIEW:
1. Adverse impacts to the historical integrity of the property or structure shall be minimized.
   a. Changes to the defining characteristics of the building or site shall be minimized.

   Staff Analysis: The application is for one (1) new projecting sign facing S. Main Street and one (1) wall sign facing S. Union Pacific Avenue at the rear of the building. The projecting sign is proposed to be externally illuminated. The proposed signage will not change the defining characteristics of the building or site.

   b. Removal of historic materials and features of the building or site shall be avoided.

   Staff Analysis: A Certificate of Appropriateness was issued on December 12, 2019, which was to renovate the front and rear facades of the building. Since that time, the majority of the exterior renovation is complete. The materials and features of the building will remain and have been renovated and more closely mirror the original building façade.

   c. Historic materials shall be retained where possible. Where not feasible, compatible materials shall be encouraged.

   Staff Analysis: See response to section 1.b.
2. The proposed work shall be compatible with the property or structure itself, as well as the surrounding neighborhood or district. Consideration shall be given to exterior design, site layout, proportion, detail, scale, color, texture, and materials.

Staff Analysis: The proposed work is compatible with the property and the district at large.

3. Landscaping shall be compatible with the historic character of the property itself, as well as with the surrounding neighborhood or district.

Staff Analysis: No landscaping is included in this project.

4. The style, materials, size and location of signs shall be compatible with the historic character and scale of the property or structure as well as to the surrounding neighborhood or district.

Staff Analysis: The proposed work is for one (1) new projecting sign facing S. Main Street and one (1) wall sign facing S. Union Pacific Avenue at the rear of the building. The projecting sign is proposed to be externally illuminated. The applicant is proposing that the exterior lights be uncoated in order to achieve a weathered finish. The lighting fixtures proposed are not typical of the era in which the building was built, however, the rusted finish will be compatible with the proposed signage and newly renovated exterior of the building. The style, materials and location of the proposed signs are compatible with the historic character and scale of the structure, as well as the surrounding neighborhood.

Business Frontage: 30 feet
Sign Area Allowed: 40 square feet per street frontage
Sign Area Proposed: Union Pacific 32 sq. ft.
              Wall Sign: 4’ X 8’
              Main Street: 18 sq. ft.
              Projecting Sign: 3’ X 6’
Proposed Height: 18’ (Permitted Height = minimum of 10’ not to exceed 15’)

The size of the proposed projecting sign exceeds the maximum permitted by Municipal Code. Per City Code 15.20.230(B.2) one projecting sign no more than sixteen (16) square feet per sign face is permitted, and the applicant is proposing 18’ sq. ft. per sign face. Additionally, the sign face shall require a ten foot (10’) clearance from the sidewalk and may not exceed an overall height from the sidewalk of fifteen feet (15’). Projecting signs may overhang a public sidewalk up to five feet (5’). The proposed projecting sign overhangs the public sidewalk 3’, however, the sign is proposed to be 18’ tall which exceeds the maximum permitted.

Per Municipal Code 15.20.230.C(2) The historic Preservation Commission may waive a particular standard in cases where it can be proven that application of the standard to a sign would reduce its historical significance and where it can be proven that a relaxation of the standards will not lead to the decreased safety of the public.

5. The historic preservation commission must consider the property’s suitability for preservation or restoration; educational value; cost for preservation or restoration; cost of acquisition, restoration, maintenance, operation, or repairs; possibilities for adaptive or alternative use of the property; appraised value and administrative and financial responsibility of any person or organization willing to underwrite all or a portion of such costs.

Staff Analysis: The property is listed on the National Register of Historic Places and is not listed as either contributory, non-contributory, or compatible.

ATTACHMENTS:
A. Application & Supporting Materials
ATTACHMENT A
Dates for public hearing will not be scheduled until plan review approval has been received.

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS
FOR
NEW CONSTRUCTION, DEMOLITION OR
BUILDING ALTERATION WITHIN THE
DOWNTOWN HISTORIC DISTRICT
(A Prerequisite to obtaining a Building or Sign Permit)

NOTE TO APPLICANTS: The Historic Preservation Commission generally meets the 1st and 3rd Wednesdays of each month at 6:00 p.m. In order to appear on the agenda, complete application materials must be submitted to the Planning & Development Services Department two (2) Thursdays prior to the meeting date. Complete applications will be considered by the HPC within twenty-one (21) days of receipt.

APPLICATION DATE: 11/18/19  APPLICANT NAME: Off The Rails Brewing
MAILING ADDRESS: 3275 Hwy 30 W Pocatello, ID 83201  PHONE NUMBER: 208-251-7359
ADDRESS OF BUILDING/PROPOSED BUILDING: 228 S Main St, Pocatello, ID 83204

TYPE OF WORK:
☐ New Construction
☐ Demolition*
☐ Exterior Building Alteration (Sign)

TYPE OF REVIEW BEING REQUESTED:
☐ Preliminary Only
☐ Final Approval
☐ FILP Funding Assistance

*All demolitions require a public hearing in accordance with Section 17.04.210. All such hearings shall be set within forty-five days after receipt of an application. See #5 below.

BRIEF DESCRIPTION OF WORK: Main St 6' tall by 3’ Projecting sign. Wood back ground with routed logo. Logo in black and white flat metal material. Lights to shine on sign from building with old era style lights. Union Pacific 8’x4’ flat panel sign mounted flat against building in same style as front projecting. Lights to shine from same style lights. Lighting options will be presented at meeting.

THIS APPLICATION SHALL BE ACCOMPANIED BY THE FOLLOWING MATERIALS (pursuant to the Zoning Ordinance Section 17.04.210):

1. Photographs of existing conditions relative to adjacent buildings.
2. A clear statement and scope of the proposed work, to include such things as colors, materials, landscaping and signs. Must include samples of paint, materials, etc.
3. Colored drawings illustrating the size, height and completed appearance of the proposed work.
4. A site plan showing all existing and adjacent buildings and structures, as well as drawings of the proposed work.
5. In cases where the application is for demolition, the necessity for the demolition shall be justified in writing. This shall include at a minimum:
   
   A. A detailed structural analysis conducted by a licensed architect or structural engineer.
   
   B. The reasons for the building’s demolition and the urgency for so doing.

6. Any other information deemed necessary by the Commission. This should include information and materials to assist the Commission in evaluating the proposal based on the following factors:
   
   A. Adverse impacts to the historical integrity of the property or structure shall be minimized.
      1. Changes to the defining characteristics of the building or site shall be minimized.
      2. Removal of historic materials and features of the building or site shall be minimized.
      3. Historic materials shall be retained where possible. Where not feasible, compatible materials shall be encouraged.
   
   B. The proposed work shall be compatible with the property or structure itself, as well as the surrounding neighborhood or district. Consideration shall be given to exterior design, site layout, proportion, detail, scale, color, texture, and materials.
   
   C. Landscaping shall be compatible with the historic character of the property itself, as well as with the surrounding neighborhood or district.
   
   D. The style, materials, size and location of signs shall be compatible with the historic character and scale of the property or structure as well as the surrounding neighborhood or district.
   
   E. The Historic Preservation Commission must consider the property’s suitability for preservation or restoration; educational value; cost for preservation or restoration; cost of acquisition, restoration, maintenance, operation, or repairs; possibilities for adaptive or alternative use of the property; appraised value and administrative and financial responsibility of an person or organization willing to undertake all or a portion of such costs.

7. A title report, property deed, or other legal documentation of ownership of the site in question, whether freehold, option, or lease.

Please Note: Issues relating to access to or encroachments upon public rights-of-way are not within the purview of the Historic Preservation Commission. Such matters must be reviewed and decided by separate application to the City Council.

The approval of this application does not permit the violation of any federal or state codes, any section of the Building Code, or other Pocatello Municipal Codes as adopted. Approval of this land use permit does not exempt applicant from the provisions of the federal Fair Housing Act or ADA requirements. Further, other conditions, requirements, etc. may be imposed as part of the building permit process.

This application shall not be considered complete (nor will a hearing be scheduled) until all required information has been submitted and verified.

I hereby acknowledge that I have read this application and state that the above information is correct and I agree to the above terms and conditions. I am also aware the applicant or a representative must be present at the Historic Preservation Commission meeting.

Print Building/Property Owner(s) Name: __________________________ Date: __________________________

Signature of Building/Property Owner(S): __________________________ Date: __________________________

Important: Should the Commission decline to issue this certificate, applicants may appeal to the City Council by written request submitted to the Planning & Development Services Department within forty-five days.
APPLICATION FOR AN ON-PREMISE SIGN PERMIT

Filing Fee $75.00
Submittal Date:__________
Contact Name:__________

Sign Contractor Information:
Name: SignUp Signs & Graphics
Address: 3275 Hwy 30 W Pocatello, ID 83201
Phone: 208-232-2938
Email: jeremy@signup.graphics
Zoning: Commercial
Historic District: Yes ☐ No ☐
Illumination Source: Projecting Lights LED
Power Source: Existing ☐ New ☐

Business/Site Information:
Name: Off The Rails Brewing
Address: 228 S Main St, Pocatello, ID 83204
Phone: 208-251-7359
Email: rmagnuson@msvmgroup.com
Type of sign(s): Projecting 3' x 6' and Flat Panel 4' x 8'
Dimension of Face(s): 1-4' x 8' Union St 1-3' x 6' Main St

Is the electrical connection a standard three-prong? Yes ☐ No ☐
Height (from ground level to top of sign): Projecting Sign Main St - 18', Union Pacific Ave - 18'
Total Sign Area Existing on Site (include all painted wall signs, pole signs, and window signs):

Building Frontage (per street front): 0 signage existing, Frontage 30'

Open Space (per street front): N/A

Multi-Use Facility (more than one tenant in bldg.): Yes ☐ No ☐

THE FOLLOWING INFORMATION MUST ACCOMPANY EACH APPLICATION

1. A site plan which includes: the site with street locations, lot frontage dimensions, building locations(s), building frontage dimension, open space dimension, landscaping, location of all existing and proposed signage with setback dimensions from property lines, and the dimensions of said signs.

2. Schematic drawings of the proposed sign(s) which indicate dimensions, height, colors, message, type of illumination, and construction materials.

3. Structural details showing mounting to a building or pole (pole size, anchoring, concrete footings, etc.).

4. Photographs of the site showing building and proposed location of sign(s).
IF THIS PERMIT IS FOR REUSE OF NONCONFORMING SIGNAGE, THE FOLLOWING MUST ALSO BE PROVIDED:

5. Documentation that the message of the existing sign has not been incorrect for over one hundred eighty days. Such documentation may include lease papers, utility records, or the like.

6. If for a new business, estimates for the cost of refurbishing the existing sign and installing a conforming replacement.

The undersigned applicant and/or applicant's representative hereby agree to indemnify, protect, and save the City harmless from all costs, loss, or damage which may be sustained by reason of the erection, maintenance, use, or removal of the sign(s), and that the sign(s) may be removed as provided in the City ordinances. The approval of this sign does not permit the violation of any section of this or other City ordinances. I/we hereby acknowledge that I/we have read this application and certify that the information provided is correct. Further, I/we understand that it is my responsibility, as the sign contractor, to secure a sign permit prior to commencement of any work including fabrication and installation of said signs. A permit should be available in the City Planning & Development Services Department 5 working days after submittal of a complete permit application. Further, by my signature below, I acknowledge that any and all conditions will be adhered to and are understood, that all work will be done in accordance with the issued permit, and that I am authorized to do so by the building/property/business owner.

[Signature]
Jeremy McLaughlin
Date: 2016.11.16 14:39:53 -07'00'

Signature of Sign Owner Date Signature of Sign Contractor Date

Signage should be completed within ninety days of obtaining a permit. Permits and exceptions are not transferrable.

SEE ATTACHED SIGN PERMIT CHECKLIST FOR CITY'S APPROVAL SIGNATURE AND STAFF COMMENTS AND/OR REQUIREMENTS FOR THIS SIGN PERMIT.

Staff Use Only Below This Line

PERMIT INSPECTION - P & DS

Date: _____________________________ By: _____________________________

Status/Action: ______________________________________________________

SIGN & ELECTRICAL INSPECTION - BUILDING

Date: _____________________________ By: _____________________________

Status/ Action: ______________________________________________________
TO: Historic Preservation Commission

FROM: Carl Anderson, Senior Planner

MEETING DATE: December 4, 2019

RE: Certificate of Appropriateness for one new vinyl door sign at 424 W. Lewis Street.

REQUEST: Tony Seikel of the Portneuf Sangha and Meditation center has submitted an application for a certificate of appropriateness for one new door sign at 424 W. Lewis Street, the North Building.

BACKGROUND: This building was built in 1916. The Inventory-Nomination Form for the Downtown Historic District listing on the National Register of Historic Places in 1972 states, “the two-story North Building is constructed of cream-colored brick. It has a tin cornice. The store fronts have been remodeled. The building was originally owned by George H. North, a clothier in Pocatello since 1890. In 2917 the first floor housed Oliver’s Broadway Market, the Chamber of Commerce, Pocatello Tent and Awning Company, Carpenter Paper Company, and Jackson Realty Company. The second floor contained the Gordon Apartments.”

ANALYSIS: A Certificate of Appropriateness is required per Municipal Code Section 17.04.210(G). Per Municipal Code Section 17.04.210(H), the Historic Preservation Commission may issue a certificate of appropriateness either with or without conditions to further the purposes of this section or decline to issue one. The Historic Preservation Commission shall state, for inclusion in the minutes as well as in the findings, the reasons for its decision.

POCATELLO MUNICIPAL CODE SECTION 17.04.210(I) CRITERIA FOR REVIEW:
1. Adverse impacts to the historical integrity of the property or structure shall be minimized.
   a. Changes to the defining characteristics of the building or site shall be minimized.

   Staff Analysis: The application is for one (1) new white vinyl, or painted, door sign facing W. Lewis Street, at the entrance of the subject business. The proposed signage will not change the defining characteristics of the building or site.

   b. Removal of historic materials and features of the building or site shall be avoided.

   Staff Analysis: There are no historic materials or features of the building that will be removed.

   c. Historic materials shall be retained where possible. Where not feasible, compatible materials shall be encouraged.

   Staff Analysis: There are no historic materials or features of the building that will be removed.
2. The proposed work shall be compatible with the property or structure itself, as well as the surrounding neighborhood or district. Consideration shall be given to exterior design, site layout, proportion, detail, scale, color, texture, and materials.

Staff Analysis: The proposed work is compatible with the property and the district at large.

3. Landscaping shall be compatible with the historic character of the property itself, as well as with the surrounding neighborhood or district.

Staff Analysis: No landscaping is included in this project.

4. The style, materials, size and location of signs shall be compatible with the historic character and scale of the property or structure as well as to the surrounding neighborhood or district.

Staff Analysis: The proposed work is for a new door sign similar to what is seen in the district. It will be compatible with the historic character and scale of the property. Per Municipal Code 15.20.230(B.7) the door signage shall not exceed six (6) square feet nor be included in the total amount of permitted signage. The telephone number and/or website address shall be located on the door only.

The applicant is permitted 6 square feet of door signage not to be included in the total sign area allowed. The submitted renderings include the telephone number and website of the business. Per the materials submitted, the applicant is proposing 7.85 sq. ft. of door signage, which exceeds the total amount permitted.

Per Municipal code 15.20.230.C(2) The historic Preservation Commission may waive a particular standard in cases where it can be proven that application of the standard to a sign would reduce its historical significance and where it can be proven that a relaxation of the standards will not lead to the decreased safety of the public.

The applicant has been advised that a sign permit shall be required, should the Certificate of Appropriateness be approved.

5. The historic preservation commission must consider the property’s suitability for preservation or restoration; educational value; cost for preservation or restoration; cost of acquisition, restoration, maintenance, operation, or repairs; possibilities for adaptive or alternative use of the property; appraised value and administrative and financial responsibility of any person or organization willing to underwrite all or a portion of such costs.

Staff Analysis: The property is listed on the National Register of Historic Places and contributes to the district.

ATTACHMENTS:
A. Application & Supporting Materials
PLANNING & DEVELOPMENT SERVICES  
PO Box 4169, 911 North Seventh Avenue  
Pocatello, Idaho 83205  
(208)234-6184  FAX (208)234-6586  
Please email to: planning@pocatello.us

Date received by staff: 11.20.19  
HPC Meeting: 12.4.19

Dates for review will not be scheduled until plan review approval has been received.

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS  
FOR NEW CONSTRUCTION, DEMOLITION OR BUILDING ALTERATION  
WITHIN THE DOWNTOWN HISTORIC DISTRICT  
(A Prerequisite to obtaining a Building or Sign Permit)

NOTE TO APPLICANTS: The Historic Preservation Commission generally meets the 1st and 3rd Wednesdays of each month at 6:00 p.m. In order to appear on the agenda, complete application materials must be submitted to the Planning & Development Services Department at least ten (10) days prior to the meeting date. Complete applications will be considered by the HPC within forty-five (45) days of receipt.

Applicant:  
Name: Tony Seikel  
Mailing address: P.O. Box 4429  
City, State, Zip: Pocatello, ID 83205  
Phone: 208-775-3183  
Email: portneufsangha17@gmail.com

Representative:  
Firm & Contact:  
Mailing address:  
City, State, Zip:  
Phone:  
Email:  

TYPE OF WORK: □ New Construction  □ Demolition*  ■ Exterior Building Alteration (Sign)

*All demolitions require a public hearing in accordance with Section 17.04.210. All such hearings shall be set within forty-five days after receipt of an application. See #5 below.

Brief description of work, add additional sheet if you need more space: We are requesting permission to place a sign on the glass door of our meeting place, located at 424 West Lewis, Pocatello (the North Building). The 25.7” x 44” (maximum) sign would include our logo, the words "Portneuf Sangha and Meditation Center", and a contact phone number (208-775-3183) and web address. The proposed representation is included as an addendum.

THIS APPLICATION SHALL BE ACCOMPANIED BY THE FOLLOWING MATERIALS (pursuant to the Zoning Ordinance Section 17.04.210):

1. A clear statement of the proposed work, including colors, materials, landscaping, canopies, and signs;  
2. Plans illustrating the size, height and completed appearance of the proposed work;  
3. A site plan showing all existing buildings and structures and the proposed work;  
4. Any other project information deemed necessary by the historic preservation commission.
5. Certificate Of Appropriateness; Standards For Review: In reviewing applications for certificates of appropriateness for new construction or alterations of buildings, sites, structures, and objects within a historic district, the criteria for review are as follows:

A. Adverse impacts to the historical integrity of the property or structure shall be minimized.
   1. Changes to the defining characteristics of the building or site shall be minimized.
   2. Removal of historic materials and features of the building or site shall be avoided.
   3. Historic materials shall be retained where possible. Where not feasible, compatible materials shall be encouraged.

B. The proposed work shall be compatible with the property or structure itself, as well as the surrounding neighborhood or district. Consideration shall be given to exterior design, site layout, proportion, detail, scale, color, texture, and materials.

C. Landscaping shall be compatible with the historic character of the property itself, as well as with the surrounding neighborhood or district.

D. The style, materials, size and location of signs shall be compatible with the historic character and scale of the property or structure as well as to the surrounding neighborhood or district.

E. The historic preservation commission must consider the property’s suitability for preservation or restoration; educational value; cost for preservation or restoration; cost of acquisition, restoration, maintenance, operation, or repairs; possibilities for adaptive or alternative use of the property; appraised value and administrative and financial responsibility of any person or organization willing to underwrite all or a portion of such costs.

6. A title report, property deed, or other legal documentation of ownership of the site in question, whether freehold, option, or lease for anything other than sign installation.

7. In cases where the application is for demolition, the necessity for the demolition shall be justified in writing. This shall include at a minimum:
   A. A detailed structural analysis conducted by a licensed architect or structural engineer.
   B. The reasons for the building’s demolition and the urgency for so doing.

PLEASE NOTE: Issues relating to access to or encroachments upon public rights-of-way are not within the purview of the Historic Preservation Commission. Such matters must be reviewed and decided by separate application to the City Engineering Department.

The approval of this application does not permit the violation of any federal or state codes, any section of the Building Code, or other Pocatello Municipal Codes as adopted. Approval of this land use permit does not exempt applicant from the provisions of the federal Fair Housing Act or ADA requirements. Further, other conditions, requirements, etc. may be imposed as part of the building permit process.

This application shall not be considered complete (nor will a hearing be scheduled) until all required information has been submitted and verified.

I hereby acknowledge that I have read this application and state that the above information is correct and I agree to the above terms and conditions. I am also aware the applicant or a representative must be present at the Historic Preservation Commission meeting.

Print Building/Property Owner(s) Name: Heritage Square LLC, Jill Magleby, manager

Signature of Building/Property Owner(s): 

Dated: 10/14/19

IMPORTANT: Should the Commission decline to issue this certificate, applicants may appeal to the City Council by written request submitted to the Planning & Development Services Department within thirty (30) days of the date of the written decision.
1. **Statement of proposed work:** This proposal requests permission to place a sign on the door of our establishment (Portneuf Sangha, 424 West Lewis), as shown above. The sign will be created by a local sign company (SignUp), and will be either painted or vinyl-application letters and logo, as determined by SignUp. The sign be no more than 25.7" x 44" (with exact dimensions determined by esthetics), and will be white in color.

2. **Plans illustrating size, height, completed appearance.** The attached image reflects our proposed signage, including letter and logo size in proportion to the proposed 25.7" x 44" limits stated above.

3. **Site plan:** We are not making any changes to the site beyond the addition of signage.

4. **Other information.** The sign will be such that it can be removed from the glass door without damage to any structure of the building. We propose that the web site and telephone numbers listed on the sign could be modified without appreciably changing the nature of presentation of the sign, were changes to occur in contact information.
TO: Historic Preservation Commission

FROM: Carl Anderson, Senior Planner

MEETING DATE: December 4, 2019

RE: Certificate of Appropriateness for new wall signage, to paint areas with existing colors and add lighting at 123 N. Main Street & 312 W. Center Street, Sonnenkalb Building.

REQUEST:
Dane Simmons Jr. has submitted an application for a certificate of appropriateness for a wall sign at 213 N. Main Street and 312 W. Center Street. Additionally, the applicant is requesting to paint areas with existing colors, and to add lighting at the second level of the building.

BACKGROUND:
This building was built in 1914-1915. The Inventory-Nomination Form for the Downtown Historic District listing on the National Register of Historic Places in 1972 states that the building was, “Designed by Pocatello architect Marcus Grundfer, the two-story cream-colored brick Sonnenkalb Building retains its bracketed tin cornice as well as a stamped-tin ceiling.”

“With site 39, the first floor of this building originally housed the People’s Store, a retail dry goods and clothing establishment founded by George F. Gasser and Walter H. Cleare. The second floor was occupied by professional offices, including those of the building’s owner, Oscar Sonnenkalb. Sonnenkalb was a German-born civil engineer who was very prominent in the early development of southwestern Idaho.”

ANALYSIS:
A Certificate of Appropriateness is required per Municipal Code Section 17.04.210(G). Per Municipal Code Section 17.04.210(H), the Historic Preservation Commission may issue a certificate of appropriateness either with or without conditions to further the purposes of this section or decline to issue one. The Historic Preservation Commission shall state, for inclusion in the minutes as well as in the findings, the reasons for its decision.

POCATELLO MUNICIPAL CODE SECTION 17.04.210(J) CRITERIA FOR REVIEW:
1. Adverse impacts to the historical integrity of the property or structure shall be minimized.
   a. Changes to the defining characteristics of the building or site shall be minimized.

   Staff Analysis: The application is for new wall signage at 123 N. Main Street and 312 W. Center Street. The proposed wall signage will replace the existing wall signs, to match the existing dimensions. The proposed signage is considered a face change and will not change the defining characteristics of the building or site. The applicant is proposing to match the existing paint of the lower window, sign border, upper window, and upper awning.

   The applicant is also proposing to add exterior lighting at the second level of each façade. The proposed lighting fixtures are of a modern design and are not compatible with the structure itself.

   b. Removal of historic materials and features of the building or site shall be avoided.

   Staff Analysis: There are no historic materials or features of the building that will be removed.
c. Historic materials shall be retained where possible. Where not feasible, compatible materials shall be encouraged.

Staff Analysis: There are no historic materials or features of the building that will be removed.

2. The proposed work shall be compatible with the property or structure itself, as well as the surrounding neighborhood or district. Consideration shall be given to exterior design, site layout, proportion, detail, scale, color, texture, and materials.

Staff Analysis: The applicant is also proposing to add exterior lighting at the second level of each façade. The lighting fixtures proposed are of a modern design and are not compatible with the structure itself. All other proposed work is compatible with the structure and surrounding neighborhood. Per Municipal Code 15.20.230.C(2) The historic Preservation Commission may waive a particular standard in cases where it can be proven that application of the standard to a sign would reduce its historical significance and where it can be proven that a relaxation of the standards will not lead to the decreased safety of the public.

3. Landscaping shall be compatible with the historic character of the property itself, as well as with the surrounding neighborhood or district.

Staff Analysis: No landscaping is included in this project.

4. The style, materials, size and location of signs shall be compatible with the historic character and scale of the property or structure as well as to the surrounding neighborhood or district.

Staff Analysis: The proposed work is for one wall sign facing N. Main Street and one wall sign facing W. Center Street. The applicant has stated that no change to the existing structure is proposed and that the face of the sign be changed to read, “MarQuee on Center”. The applicant is proposing that the wall sign border facing W. Center be painted maroon, and the wall sign facing N. Main be painted maroon and white.

The size of the proposed signage exceeds the sign area permitted by municipal code 15.20.230(B), however, the sign area for each wall sign is existing.

| Business Frontage: | N. Main Street: 22’-6” feet; W. Center: 47’-3.96” |
| Sign Area Allowed: | N. Main Street: 33.75 square feet; & W. Center: 48.67’ square feet |
| Sign Area Proposed: | (Existing wall signs) 58 sq. ft. square feet per street frontage. |

The style, materials and location of the proposed signs are compatible with the historic character and scale of the structure, as well as the surrounding neighborhood. The applicant has been advised that an application for a face change permit shall be required, should the Certificate of Appropriateness be approved.

5. The historic preservation commission must consider the property’s suitability for preservation or restoration; educational value; cost for preservation or restoration; cost of acquisition, restoration, maintenance, operation, or repairs; possibilities for adaptive or alternative use of the property; appraised value and administrative and financial responsibility of any person or organization willing to underwrite all or a portion of such costs.

Staff Analysis: The property is listed on the National Register of Historic Places and contributes to the district.

ATTACHMENTS:
A. Application & Supporting Materials
ATTACHMENT A
Planning & Development Services
PO Box 4169, 911 North Seventh Avenue
Pocatello, Idaho 83205
(208)234-6184 FAX (208)234-6586
Please email to: planning@pocatello.us

Date received by staff: ____________
HPC Meeting: ____________

Dates for review will not be scheduled until plan review approval has been received.

Application for Certificate of Appropriateness
For New Construction, Demolition or Building Alteration
Within the Downtown Historic District
(A Prerequisite to obtaining a Building or Sign Permit)

Note to Applicants: The Historic Preservation Commission generally meets the 1st and 3rd Wednesdays of each month at 6:00 p.m. In order to appear on the agenda, complete application materials must be submitted to the Planning & Development Services Department at least ten (10) days prior to the meeting date. Complete applications will be considered by the HPC within forty-five (45) days of receipt.

Applicant:
Name: Dane Simmons Jr.
Mailing address: 123 N. Main Street
City, State, Zip: Pocatello, ID 83202
Phone: 208.406.1254
Email: simmonssurgical@gmail.com

Representative:
Firm & Contact: same as applicant
Mailing address: __________________________
City, State, Zip: __________________________
Phone: __________________________
Email: __________________________

Type of Work: ☐ New Construction ☐ Demolition* ☐ Exterior Building Alteration (Sign)

*All demolitions require a public hearing in accordance with Section 17.04.210. All such hearings shall be set within forty-five days after receipt of an application. See #5 below.

Brief description of work, add additional sheet if you need more space:
Request to change name of signs on 123 N. Main Street & 312 W. Center to "MarQuee". Also Requesting to paint areas with existing colors and add lighting to improve safety as a request from tenants of the building due to safety concerns after dark. More details are included in attachments.

This Application Shall Be Accompanied by the Following Materials (pursuant to the Zoning Ordinance Section 17.04.210):

1. A clear statement of the proposed work, including colors, materials, landscaping, canopies, and signs;
2. Plans illustrating the size, height and completed appearance of the proposed work;
3. A site plan showing all existing buildings and structures and the proposed work;
4. Any other project information deemed necessary by the historic preservation commission.
5. Certificate Of Appropriateness; Standards For Review: In reviewing applications for certificates of appropriateness for new construction or alterations of buildings, sites, structures, and objects within a historic district, the criteria for review are as follows:

A. Adverse impacts to the historical integrity of the property or structure shall be minimized.
   1. Changes to the defining characteristics of the building or site shall be minimized.
   2. Removal of historic materials and features of the building or site shall be avoided.
   3. Historic materials shall be retained where possible. Where not feasible, compatible materials shall be encouraged.

B. The proposed work shall be compatible with the property or structure itself, as well as the surrounding neighborhood or district. Consideration shall be given to exterior design, site layout, proportion, detail, scale, color, texture, and materials.

C. Landscaping shall be compatible with the historic character of the property itself, as well as with the surrounding neighborhood or district.

D. The style, materials, size and location of signs shall be compatible with the historic character and scale of the property or structure as well as to the surrounding neighborhood or district.

E. The historic preservation commission must consider the property’s suitability for preservation or restoration; educational value; cost for preservation or restoration; cost of acquisition, restoration, maintenance, operation, or repairs; possibilities for adaptive or alternative use of the property; appraised value and administrative and financial responsibility of any person or organization willing to underwrite all or a portion of such costs.

6. A title report, property deed, or other legal documentation of ownership of the site in question, whether freehold, option, or lease for anything other than sign installation.

7. In cases where the application is for demolition, the necessity for the demolition shall be justified in writing. This shall include at a minimum:
   A. A detailed structural analysis conducted by a licensed architect or structural engineer.
   B. The reasons for the building’s demolition and the urgency for so doing.

PLEASE NOTE: Issues relating to access to or encroachments upon public rights-of-way are not within the purview of the Historic Preservation Commission. Such matters must be reviewed and decided by separate application to the City Engineering Department.

The approval of this application does not permit the violation of any federal or state codes, any section of the Building Code, or other Pocatello Municipal Codes as adopted. Approval of this land use permit does not exempt applicant from the provisions of the federal Fair Housing Act or ADA requirements. Further, other conditions, requirements, etc. may be imposed as part of the building permit process.

This application shall not be considered complete (nor will a hearing be scheduled) until all required information has been submitted and verified.

I hereby acknowledge that I have read this application and state that the above information is correct and I agree to the above terms and conditions. I am also aware the applicant or a representative must be present at the Historic Preservation Commission meeting.

Print Building/Property Owner(s) Name: Dane Simmons Jr.  Dated: 11/22/19

Signature of Building/Property Owner(s):  Dane Simmons Jr.  Dated: 11/22/19

IMPORTANT: Should the Commission decline to issue this certificate, applicants may appeal to the City Council by written request submitted to the Planning & Development Services Department within thirty (30) days of the date of the written decision.
312 W. Center Description of Work

1. Name Change from Black Rails Antiques to MarQuee. No change to existing structure. Only changing name.
2. Add exterior lighting due to complaints of safety after dark
3. Match paint of lower window (light blue), sign border (maroon), upper window (light blue), and upper awning (light blue).

Signage Dimensions

29'

MarQuee on Center
123 N. Main Description of Work

1. Name Change from The Sonnenkalb to MarQuee. No change to existing structure. Only changing name.
2. Add exterior lighting due to complaints of safety after dark
3. Match paint of lower window (light blue), sign border (maroon/white), upper window (light blue), and upper awning (light blue).

29'

2'

MarQuee on Main
Recommendations of exterior lighting for safety:

**Soffit/Commercial Canopy Lighting**

- LED Challenger Wall Sconce (XCHWM3)
- LED Greenbriar Wall Sconce (XGBWM3)
- LED Wall Sconce Light (PWM)
- LED Patriot Wall Sconce (XPWS3)
- LED Wall Lights (XAWSU, XAWMU)
- LED Recessed