

HISTORIC PRESERVATION COMMISSION
Minutes for February 17, 2021 at 6:00 p.m.
City Council Chambers, Municipal Building
911 N. 7th Avenue, Pocatello, ID

The meeting began at 6:07 PM

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, Elizabeth Fore, Latecia Herzog, Nick Nielson, and Marty Vizcarra.

EXCUSED: Donald Elston and Jeremiah Stoddard.

STAFF: Jim Anglesey, Councilwoman Leeuwrik, and Aceline McCulla.

None of the Commission members had anything to disclose.

AGENDA ITEM #2: APPROVAL OF MINUTES

The Commission may wish to approve the meeting minutes from the January 6 and January 20, 2021.

It was moved by **J. Alvord** and seconded by **M. Vizcarra** to approve the meeting minutes as written from the meetings of January 6 and January 20, 2021. Those in favor: Jacquee Alvord, Elizabeth Fore, Latecia Herzog, Nick Nielson, and Marty Vizcarra. Unanimous. Motion carried.

AGENDA ITEM #3: CERTIFICATE OF APPROPRIATENESS

Pocatello Unitarian Universalist Fellowship, represented by SignUp Signs & Graphics, has submitted an application for a Certificate of Appropriateness for new door signage at 426 W. Lewis Street, the North Building.

Anne Swanson of Pocatello Unitarian Universalist Fellowship stated this is a new location and the church wanted to identify both doors, one door being used, and the door not open to the public would direct people to the main door. The two doors will have white vinyl letters with a color logo block and QR Code. **Vizcarra** asked about the total square footage of signage. **Anglesey** clarified the door signage maximum is six square feet per door. **Herzog** asked that it be clearly addressed in the staff report to avoid confusion. Anglesey noted that No. 4 in the staff report identifies the six-foot requirement per door. **Herzog** calculated the square footage on her computer program. The door with the most lettering and images has 5.7 square feet, and the second door is less than that. They comply with Code.

In consideration of the application, staff concludes that the application for a certificate of appropriateness is not compliant with Pocatello Municipal Code Section 17.04.210. Should the Historic Preservation Commission approve the request, staff recommends the following conditions: **1)** A portion of the proposed door signage be relocated onto the adjacent window to meet the standards of Pocatello Municipal Code section 15.20.230.B.7 and that the relocated signage be reviewed and approved by City staff in accordance to the regulations and standards of the Sign Code (15.20); and **2)** A sign permit application for proposed window signage shall be submitted per Municipal Code section 15.20.100.

It was moved by **M. Vizcarra** and by seconded **J. Alvord** to approved the sign as presented after staff verifies the actual square foot age and calculations with SignUp Signs and Graphics Inc. and to authorize Chair Nielson to sign the Certificate of Appropriateness. Those in favor: Jacquee Alvord, Elizabeth Fore, Latecia Herzog, Nick Nielson, and Marty Vizcarra. Unanimous. Motion carried.

With no other business, it was **moved by M. Vizcarra** and by seconded **J. Alvord** to close the meeting and move the Commission into the training session at 6:29 PM. Those in favor: Jacquee Alvord, Elizabeth Fore, Latecia Herzog, Nick Nielson, and Marty Vizcarra. Unanimous. Motion carried.

**** ADJOURN TO A TRAINING SESSION ****

The training session began at 6:30 PM.

Pete L'Orange of the Idaho State Historic Preservation Office will present training regarding Historic Preservation & the National Register of Historic Places.

Nielson introduced Pete L'Orange to the Commission.

Pete L'Orange provided training on historic preservation and the National Register of Historic Places.

With no other business, it was moved by **L. Herzog** and seconded by **M. Vizcarra** to close the training at 7:10 P.M. Those in favor: Jacquee Alvord, Elizabeth Fore, Latecia Herzog, Nick Nielson, and Marty Vizcarra. Unanimous. Motion carried.

Submitted by: *Aceline M McCulla*
Aceline McCulla, Secretary

Approved on: *March 3, 2021*