

HISTORIC PRESERVATION COMMISSION  
Minutes for October 16, 2019 at 6:00 p.m.  
City Council Chambers, Municipal Building  
911 N. 7<sup>th</sup> Avenue, Pocatello, ID

The meeting began at 6:01 P.M.

**AGENDA ITEM #1: ROLL CALL**

**PRESENT:** Jacquee Alvord, Donald Elston, Latecia Herzog, Nick Nielson, Kelsey Stenersen, Meagan Sully (arrived at 6:02 P.M.), and William Strength.

**STAFF:** 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.

**Stenersen** mentioned the company she works for did the as-built drawings for 312 W. Center Street; she has no interest in or bias toward the company or the property. None of the other members had anything to report.

**AGENDA ITEM #3: APPROVAL OF MINUTES**

The Commission may wish to approve the meeting minutes from the October 2, 2019.

It was Motioned, Seconded, and Carried (MSC) (**L. Herzog, J. Alvord**) to approve the meeting minutes as written from October 2, 2019. Unanimous.

**AGENDA ITEM #4: CERTIFICATE OF APPROPRIATENESS**

- A. Cozy Belle, represented by Bengal Works, LLC, requests a Certificate of Appropriateness and sign permit for new window signage at 312 W. Center Street, Sonnenkalb Building.

No one from Cozy Belle was present. **Neu** asked if the Commission had questions.

**Herzog** asked **Neu** if the white portion of the sign is included in the total square footage of the sign. **Neu** stated it could be, yes. **Neu** reviewed the application, which shows six square feet of signage, the contractor did not include it in the square footage. Staff recommended that the sign be cut out and not cover the window to stay consistent within the district. **Neu** also mentioned that Cozy Belle might add their hours and phone number, which are not counted in the square footage allowance.

It was MSC (**L. Herzog, W. Strength**) to approve the request by Cozy Belle at 312 W. Center Street for a sign permit with the condition that the logo is cut out, a recommendation to add the hours and the phone number, and to have Chair Nielson sign the Certificate of Appropriateness. Unanimous.

- B. Dane Simmons Jr. requests a Certificate of Appropriateness for the replacement of the first floor windows at 312 W. Center Street.

**Dane Simmons Sr.**, 312 W. Center Street, gave some history of the building. The single-pane wood clad window were replaced with double-pane, aluminum clad and the wood trim around the windows were retained.

**Nielsen** asked why this was not brought to the HPC before the installation. **Neu** stated that **Melanie Gygli**, Director of the Planning and Development Services Department emailed **Simmons Jr.** in January 2019 with the process for a business located in the Old Town Historic District, and **Gygli** let **Simmons Jr.** know that he would need to come before the HPC for approval of the windows before installing the windows.

**Herzog** stated the HPC could have recommended other options that would be have been a better fit, like a powder finish baked on the frame to match the building colors, and other features that would make the aluminum frame less visible. A vinyl covering on a south facing window will last about seven years, and painting would last 10-15 years.

**Herzog** clarified for **Simmons Sr.** that if there are any future plans to change any exterior feature or color of the building frontage that the new colors and materials need to be presented to the HPC prior to completing the work.

It was MSC (**L. Herzog, W. Strength**) to approve the request by **Dane Simmons Jr.** at 312 W. Center Street for the replacement of the first floor windows as installed, with the condition to have the aluminum frame painted or use a vinyl covering that matches the color of the wood, and to have **Chair Nielson** sign the Certificate of Appropriateness.

- C. **Kanda's and Company**, represented by **Sign Up Signs and Graphics**, requests a Certificate of Appropriateness and sign permit for a face change of the wall sign at 159 S. Main Street.

**Jason Young** of **Sign Up Signs and Graphics Inc.**, 3275 Highway 30 W, Pocatello stated the face on the existing plexi-faced internally lit sign would be replaced and updated. The sign would be a painted opaque with only the words and the graphics illuminated, but not fully blacked out. **Herzog** stated that other signs have been approved with a vinyl black cut out. **Herzog** asked if spray was cheaper than the vinyl cut out. **Young** stated it uses twice the vinyl so is more expensive for the client. The client is concerned with cost of a painted sign, so he was not sure the vinyl cut out would be manageable for his client. **Young** noted the sign has not been lit up for over a decade, so lighting may not be an issue. **Herzog** mentioned if the sign is lit, that the vinyl opaque background would be required.

It was MSC (**L. Herzog, W. Strength**) to approve the request by **Kanda's and Company** at 159 S. Main Street to replace the signage as presented. If the sign is lit, an opaque vinyl cutout is required, and to have **Chair Nielson** sign the Certificate of Appropriateness.

#### **AGENDA ITEM #5: 2020 IDAHO HERITAGE CONFERENCE**

The Commission will hear an update on the 2020 Idaho Heritage Conference.

**Alvord** mentioned there is a conference call tomorrow, in which **Alvord** wants to recommend a small local committee be created to include the **Bannock Museum of Natural History** and representatives from the Tribes.

#### **AGENDA ITEM #6: SCAVENGER HUNT**

The Commission shall hear a final report on the Scavenger Hunt Fundraiser.

**Neu** stated the donations collected were \$201.50 and the head count was not available tonight.

**Nielson** asked Neu to add an item to the January work session. He wants to appoint different commission members to coordinate each of the following events: fundraising chair, Scavenger Hunt, Veteran's Day, Memorial Day, and Stones to Stories events.

With no other business, it was **MSC (M. Sully, K. Stenersen)** to adjourn the meeting at 7:04 P.M.

Submitted by: *Aceline McCulla* Approved on: *November 6, 2019*  
Aceline McCulla, Secretary