HISTORIC PRESERVATION COMMISSION
Amended Minutes for February 17, 2016 - 6:00 p.m.
City Council Chambers
911 N. 7th Avenue
Pocatello, ID

The meeting began at 6:02 PM

PRESENT: Jacquee Alvord, Stephanie Christelow, Jeffrey Jimenez, Mary Kuehler, Nick Nielson, and Kelsey Stenersen.
EXCUSED: Latecia Herzog.
STAFF: Aceline McCulla and Terri Neu.
GUESTS: Councilman Michael Orr

AGENDA ITEM #1: DISCLOSURE OF CONFLICT OF INTEREST AND EX-PARTE CONTACT
Disclose financial or personal interests in items on the agenda and disclose who was talked to, the basic substance of the conversation and whether the conversation had any influence. 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 #2: CERTIFICATES OF APPROPRIATENESS

A. Stan Gates requests a certificate of appropriateness for a mural that has been painted on the north side of 226 N. Arthur Avenue, Fire Station One.

Stephanie Palagi of Old Town Pocatello, representing Stan Gates, Pocatello, explained that the interior and exterior of the historic firehouse building was damaged from exposure and the brick could not be repointed. Gates had two options, a stucco siding finish or a concrete plastic cover and Gates chose to paint a mural instead of a solid color. Palagi was asking for a Certificate of Appropriateness after the fact, as the mural was already installed. **Alvord** asked Palagi why Gates did not come to the HPC prior to doing the work. Palagi stated that they had that discussion and for future projects, an application would be submitted in a timely manner. **Palagi** believed Gates did not think he needed to ask permission. **Alvord** made a personal comment that she thought a mural of the old firehouse would have been more appropriate than a herd of horses. **Nielson** noted Gates prominence in the downtown area, but wanted to know if this sort of thing would be done again in the future. Palagi clarified that Gates would apply for permission prior to doing future work. **Palagi** stated a meeting was held a few weeks ago with Mayor Blad, Lon Crowell, Lynn Transtrum, Stephanie Palagi, and Stan Gates and it was stressed to Gates that applications would need to be applied for and approved prior to any projects being done by Gates. **Alvord and Christelow** did not feel that the mural fit the integrity of the Historic Downtown. **Nielsen** stated this item was postponed so the HPC could speak with Mr. Gates at this evening's meetings. **Neu** stated Mr. Gates did not want to appear in front of the HPC, and Palagi was asked to represent Gates. **Palagi** stated Gates completed and signed the application and she was his representative. **Christelow** stated that if this were approved today it would need to be stated it was a one-time exception and may not happen again in the future. **Alvord** stressed that Palagi needed to inform property owners in the Downtown Historic District and Old Town Pocatello that renovating, painting, and building projects as well as signage requires an application to be heard by the HPC prior to beginning any work on buildings. **Neu** stated that murals could not be painted without permission and a sign exception approved by the Hearing Examiner in other parts of town. **Palagi** stated it could go through the chain of command to the City Council. **Nielson** asked if someone painted a mural outside the

Historic District what would happen. **Neu** stated that would fall under Code Enforcement. Once a complaint has been received, it is turned over to Code Enforcement. In the Downtown Historic District, the HPC is the first step in the Code Enforcement process. **Councilman Michael Orr** stated additional requirements were followed in the Downtown Historic District, and he asked if Gates or the City own that building. **Palagi** stated Gates purchased it 1 1/2 years ago. **Orr** stated he would approve the mural if it came to City Council.

Terri Neu, Assistant Planner, City of Pocatello, stated she had no additional comments.

Kuehler motioned and **Jimenez** seconded to deny the Certificate of Appropriateness. Those in favor: Christelow, Jimenez, Kuehler, and Nielson. Those against: Alvord and Stenersen. Motioned passed.

B. Dave Katzen of Sign Up Signs and Graphics, representing KVUI, requests a certificate of appropriateness and sign permit for a face change on the existing projecting sign at 101 S. Main Street, the Central Building.

Dave Katzen of Sign Up Signs and Graphics stated he represented KVUI and requested a certificate of appropriateness and sign permit to reface an existing sign. The sign is approximately 30 inches x 60 inches, is a solid panel opaque substrate with their logo, on a double-sided sign going into an existing cabinet. They will remove the previous company's signage and replace it with KVUI's new signage.

Terri Neu, Assistant Planner, City of Pocatello, stated staff requested the background of the sign be opaque to reduce light spillage. **Katzen** acknowledged staff's notes and changed the sign accordingly per staff's request.

Kuehler motioned and **Christelow** seconded to approve the signage as presented, per staff recommendations and conditions, and have Chair Nielson sign the Certificate of Appropriateness. Those in favor: Alvord, Christelow, Jimenez, Kuehler, Nielson, and Stenersen. Motion passed unanimously.

AGENDA ITEM #3: CALENDAR OF EVENTS

3/4 – Idaho Day – **Neu** stated that Alvord had spoken with Jim Johnston, who will make the proclamation on the fourth at City Hall, based on the theme of Hometown Heroes. It was recommended to honor James Johnson, Pocatello World War II Medal of Honor winner. Other possible candidates included Tom Whittaker, who climbed Mount Everest and started the CW HOGG program within ISU for disabled people and the community, Doug Milder, ISU Campus Recreation Director, and Carrie French, of Caldwell, Idaho, who received the posthumous award for first woman from Idaho to die in the Iraq War.

Lynn Murdock would represent the Bannock County Museum and she would get a member from the society to be a representative also, preferably Rulon Ellis.

Mike O'Donnell would write articles on Idaho Day and write separate articles on the heroes honored.

Lynn Murdock would set up a display at the Whitman Hotel.

Chairman Orr mentioned there was another woman to be considered as a hero, she was a nurse in Iraq. Orr could not recall her name but would do some research and get the information to Alvord.

2/18 - Myers Anderson Open House, 4-7 p.m. at their new location.

Internship update - Christelow stated the History department found two qualified individuals for two of the HPC projects. The first project is to create a walking tour brochure of the Lincoln-Johnson district. The other is to write an article on Pocatello's diverse early history.

Chair Nielson adjourned the hearing to the work session at 6:51 P.M.

****ADJOURN TO WORK SESSION****

Anne Nichols, Assistant to the Mayor, will be in attendance to present training on being an advisory board to the Mayor and Council.

Anne Nichols started the work session by announcing she would cover changes to the advisory board policy guidelines. **First,** Nichols keeps the permanent records of board member's contact information such as your address and phone number, and this information is protected for all members except the Chair, as the public may contact the Chair to be placed on the agenda, therefore the Chair's phone number and email address are shared if asked. **Second**, if a Commission wanted to hold a special event in place of a public meeting that would be permitted, however, the address of the event needs to be published on the agenda. If any public shows up for the special event, they are welcome to attend, but you do not have to offer food or beverage. **Third**, media notices must be sent to Logan McDougall, Public Information Officer, and he has requested a two-week lead-time to review and prepare the release. McDougall will also help prepare you for media interviews. **Fourth,** if you are considering replacing members who miss too many meetings. Nichols stated that the Chair needed to notify the Mayor, by sending an email to Nichols and explain what has been happening. The Chair needs to ask the member if they are still interested in serving on the Commission and then document their response. If their behavior continues, the Chair may inform the Mayor of the current activities and events, and the Mayor will contact the member via written correspondence, and then make the decision to terminate their position and advertise for a replacement. **Fifth,** the HPC requires four members for a quorum. If a meeting does not have a quorum, the secretary needs to document who was present and absent, if those in attendance stayed to discuss any items on the agenda, and that no votes were taken during the discussion. *Business items on the agenda will need to be rescheduled for the next meeting for a vote.* **Sixth,** if the Commission has a website, it needs to be updated once or twice a week with new information on events. If you place personal opinions *that involve subjects associated with the City on your personal social media sites,* make sure you place a disclaimer that these comments are not the City's, but the author who posted the comment. **Seventh,** *at this time, using crowdfunding to fundraise is restricted. We hope to have this restriction lifted by December or January, but the Finance Department needs time to research how crowdfunding works with our financial system and audit. Until then, traditional methods of fundraising are allowed.* **Eighth,** guidelines on changing a motion and motion topics were being revised for the City Council and the Commissions may use them. The City Council is also working on guidelines and suggestions for the Chair to deal with controversial issues and other items that arise during the meetings.

With no other business **Kuehler** motioned and **Alvord** seconded to adjourn the meeting at 7:20 P.M.

Submitted by: Aceline McCulla Approved on: April 20, 2016

Aceline McCulla, Secretary