HISTORIC PRESERVATION COMMISSION

Wednesday, February 20, 2019 - 6:00 p.m.
City Council Chambers
911 N. 7th Avenue
Pocatello, ID

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

AGENDA ITEM #1: ROLL CALL

AGENDA ITEM #2: 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.

AGENDA ITEM #3: APPROVAL OF MINUTES
The Commission may wish to approve the minutes from the regular meeting on January 16, 2019 and the open house on February 6, 2019. (ACTION ITEM)

AGENDA ITEM #4: CERTIFICATE OF APPROPRIATENESS
Hummel Architects, representing School District 25, requests a certificate of appropriateness for the addition of handicap ramps and replacing a historic front door to the front of Pocatello High School at 325 N. Arthur Avenue. (ACTION ITEM)

AGENDA ITEM #5: SPRING CONFERENCE
The Commission may wish to finalize plans for the Spring Conference to be held at ISU on April 27. (ACTION ITEM)

AGENDA ITEM #6: OPEN HOUSE
A. The Commission may wish to discuss the open house for business owners that was held on February 6. (ACTION ITEM)
B. The Commission may wish to discuss plans for the open house for home owners that is scheduled for March 6th. (ACTION ITEM)
The meeting began at 6:01 P.M.

**AGENDA ITEM #1: ROLL CALL**
*STAFF:* Councilwoman Leeuwrick, Aceline McCulla and Terri Neu.

**AGENDA ITEM #2: DISCLOSURE OF CONFLICT OF INTEREST AND EX-PARTE CONTACT**
Disclose financial or personal interests for 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 #3: APPROVAL OF MINUTES**
The Commission may wish to approve the minutes from the regular meeting and holiday party on December 5, 2018.

It was Motioned, Seconded, and Carried (MSC) *(P. Sivitz, L. Herzog)* to approve the regular meeting and holiday party minutes as written on December 5, 2018.

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

A. David Doran from the Southeast Idaho Council of Governments (SICOG) requests a certificate of appropriateness for modifications to the exterior of the building at 214 E. Center Street.

**David Doran,** Director of SICOG, 214 E Center Street, Pocatello stated there were four phases in the application, but they had to repair the damaged awning following the accident right away, so phase 1 is no longer included in this request. Doran asked for consideration of phases two (2), three (3), and four (4) as described in the written analysis and application materials.

Discussion ensued between Doran and the Commission on phase 2. **Doran** stated phase 2 would have a retractable awning. **Herzog** asked Doran to bring a color swatch to the Planning Department for approval prior to ordering and placing the awning on the building. **Doran** stated he understood and agreed. **Herzog** asked about the minimum height from the ground for a retractable awning and if the awning could be approved now. **Neu** stated that the height requirement is eight feet from the ground for a retractable awning and that the Commission could approve it now, as long as Doran brought the awning color swatch and awning layout to the Planning Department for approval before ordering or attaching the awning.

It was Motioned, Seconded, and Carried (MSC) *(L. Herzog, J. Alvord)* to approve the certificate of appropriateness request by SICOG for phase 2, located at 214 E. Center Street to remove the awning frame and install a retractable fabric awning, with fabric samples and awning height information to be taken to the Planning Department for approval prior to any work being done, and to authorize Chair Nielson to sign the Certificate of Appropriateness.
Doran and the Commission ensued in discussion for Phase 3. Doran asked if a frosted opaque window design on the lower five feet of the window would be okay. The Commission thought that would be okay and recommended a banner with the message on the top of the window, so the message was visible to all, and not hidden by the parked cars in the frosted section. Doran noted the old signage would be removed before this new signage would be applied. The Commission stated they would approve this design when the licensed sign contractor came before them, and that Doran should mention to the sign contractor that this design would be approved and this is what SICOG desired. It was determined that Phase 3 would come before the HPC by the licensed sign contractor requesting a certificate of appropriate for a sign permit.

Doran and the Commission ensued in discussion for phase 4.

Doran stated the building’s exterior on the west, south, and east sides needed work and new paint. Holes would need to be filled, sand blasting, and masonry repairs, and the brick needs to be tucked, pointed, and polished to name a few things. Herzog recommended the flag stands be power coated or sealed to prevent leaching. He would like to maintain the color of the brick. Doran asked the Commission for appropriate historic colors. Neu recommended asking for the historic preservation palette of paint colors. Neu asked that Doran bring the paint color to her at the Planning Department for approval before he purchased the paint. Doran understood and agreed to bring her the color before purchasing the paint.

It was Motioned, Seconded, and Carried (MSC) (L. Herzog, P. Sivitz) to approve a certificate of appropriateness for Phase 4 located at 214 E. Center Street, to paint the west, south, and east sides of the building exterior, with the understanding that Doran needs to bring his paint color to planning for approval before painting the exterior walls.

B. Sara Turpin of The Photo Boutique requests a certificate of appropriateness and sign permit for modifications to the exterior of the building and a new sign at 159 S. Main Street.

Sara Turpin, owner of The Photo Boutique, 159 S. Main Street, Pocatello discussed the information submitted in the application packet and asked for guidance on a historic sign.

Herzog provided some recommendations that may enhance the look and fit within the historic period. Turpin liked the metal projecting sign, where the metal frame touches the building with stabilizing arms to sandwich the sign idea and she will look for a sign company able to accommodate the design she wanted. The sign would be heard and approved when the sign contractor comes before the HPC for the Certificate of Approval.

Turpin and the Commission discussed lighting with gooseneck lights positioned wider than the awning.

It was Motioned, Seconded, and Carried (MSC) (L. Herzog, S. Christelow) to approve the certificate of appropriateness for the door sign, door replacement to an aluminum store front, and awning as presented, and gooseneck lighting to be positioned between the two bands on each side of the new signage at the door at 159 S. Main Street as presented, and have Chair Nielson sign the Certificate of Appropriateness.

AGENDA ITEM #6: SPRING CONFERENCE
The Commission may wish to finalize plans for the Spring Conference to be held at ISU in April.
Christelow stated the plans could not be finalized without a full list of speakers. Another meeting is scheduled with Kathy Bloodgood. The original date in Wood River for April 6 was not available, so the Commission agreed to move the symposium to April 27, 2019, to stay in the Wood River Conference Room.

Christelow will need to confirm with Kevin Marsh for the new date. Christelow tried to contact Lynne Wilde of the DAR for confirmation of a speaker but did not get a reply back. Christelow asked if someone else could call her, as Wilde has not got back to Christelow. No one offered to call, so Christelow must attempt contact again.

Alvord stated that since contact with Les Perce has not happened, he will be removed from the presentation. Neu will ask Randy Dixon to be keynote speaker.

Christelow mentioned that Kristine Hunt is interested in doing a presentation and could be a backup. Nielsen will present.

Alvord will present. Christelow will ask Trent Clegg to do a presentation. Sivitz may be out of town on April 27. Sivitz offered to handle the publicity.

Christelow stated that a work-study student would make additional copies of the event poster and post them around ISU campus. Christelow asked when Stenersen be able to finish the poster and send the pdf to Christelow. The poster will be created when all the details are finalized.

**AGENDA ITEM #5: OPEN HOUSE**
The Commission may wish to finalize plans for the open house for business owners that is scheduled for February 6 at 6:00 pm at The Whitman.

Neu stated that a poster was circulated for approval and comments, and a public release will be sent out the end of this week by the City’s PIO.

**AGENDA ITEM #7: TRAINING**
Anne Nichols, Assistant to the Mayor, will present training on State of Idaho’s Open Meeting Laws and social media.

Anne Nichols discussed 1) serial meeting issues, and noted that anything required by the City Council is required by all the Commissions and Committees. Any possible item coming before the HPC cannot be discussed with other Commission member prior to a meeting, by either text, email, phone, or in person. 2) If you are on your phone during an official meeting, your phone calls and texts are records requestable. 3) Let the City public information officer handle all comments on the City (HPC) webpages, do not interact with commenters. 4) Violations for serial meetings is not payable by the City, the members would pay these fines. The first unaware fine is $250.00, knowing is $1,500.00, and the second offense within a 12-month period of the first offense is $2,500.00. As all members are aware of serial meetings, the unaware fine is not an option. You would receive the first knowing fine of $1,500.00. A solution for upcoming events, to avoid serial meeting, may be to have an additional meeting, have staff compile information, set the plan, and have the commission vote on what is presented.

With no other business, it was MSC (L Herzog, J. Alvord) to adjourn the meeting at 7:35 P.M.

Submitted by: ___________________________ Approved on: ___________________________

Aceline McCulla, Secretary
HISTORIC PRESERVATION COMMISSION
Minutes from February 6, 2019
Open House – Myers Anderson Architects
122 S. Main Street

PRESENT: Nick Nielson, Jacquee Alvord, Latecia Herzog, Meaghan Milder, Paul Sivitz, Kelsey Stenersen.
STAFF: Terri Neu, Assistant Planner.
COUNCIL: Linda Leeuwrik.

There was a quorum of members present and no business was conducted.

Five members of the public attended.

Submitted by: ___________________________ Approved on: _______________________

       Terri Neu, Assistant Planner
TO: Historic Preservation Commission
FROM: Terri Neu, Assistant Planner
DATE: Meeting Date – February 20, 2019
RE: Certificate of Appropriateness for renovations to the front of Pocatello High School at 325 N. Arthur Avenue

REQUEST

Hummel Architects, representing School District 25, has submitted an application for a certificate of appropriateness to replace a historic front door and add handicap ramps to the front of Pocatello High School at 325 N. Arthur Avenue.

BACKGROUND

The Inventory-Nomination Form for the Downtown Historic District listing on the National Register of Historic Places in 1972 states, “The terra cotta bands and moulding of the Pocatello High School building accent the gold-brown brick exterior and carry the pilasters up to the flat roof top. Terra cotta fruit-bowl motifs surmount the entrances. The building survives nearly unaltered.”

“The original Pocatello High School was a rusticated sandstone building constructed in about 1900, in part by stonemason John S. Morgan. The building was later damaged by fire and rebuilt, and in 1938 and 1939 Frank H. Paradise again remodeled and expanded the structure, covering it with the present brick and terra cotta art deco façade. The high school and gymnasium building were funded as a Public Works Administration project, docket Idaho 1096 D.S.”

ANALYSIS

Municipal Code Section 17.04.210 requires that the Commission consider the general compatibility of proposed work to the property itself as well as to the surrounding district. Exterior design, arrangement, proportion, detail, scale, color, texture and materials should be taken into consideration.

The application includes the addition of two handicap ramps with a stairway in the middle to a door providing a central entrance to the administrative offices and the building. There was a door in this location that was removed sometime between 1940 and 1975.
PLANNING & DEVELOPMENT SERVICES  
PO Box 4169, 911 North Seventh Avenue  
Pocatello, Idaho 83205  
(208)234-6184  FAX (208)234-6586

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: 02/13/19  APPLICANT NAME: Hummel Architects

MAILING ADDRESS: 2785 Bogus Basin Rd  PHONE NUMBER: 208.343.7523

ADDRESS OF BUILDING/PROPOSED BUILDING: 325 N. Arthur Ave, 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: Addition of ADA access, stairs and main entrance to the existing structure of Pocatello High School.

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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): ____________________________________________

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.
February, 13th 2018

City of Pocatello
Historical Preservation Committee
911 North Seventh Ave
Pocatello, ID 83205

RE: Pocatello High School: Ramp, stair and main entrance addition.
325 N. Arthur Ave, Pocatello ID 83204

Historical Preservation Committee,

The intent of this letter is to provide an explanation summarizing the proposed work for Pocatello High School (PHS). Proposed work for PHS provides three key objectives. First is to provide ADA access into the existing building. Second is to provide security to the school by creating a clear and controlled main entrance. Third is to respect the existing design of the school while being good stewards of school districts resources.

It is proposed that we provide a new main entrance which reflects the symmetry and intent of the original design. We will be providing a new set of stairs and adjoining ADA ramps to provide access to the main floor of the school’s administration offices.

Materiality of proposed work is to match the existing school with a concrete base that follows the same datum of the existing school with matching brick above the datum line. Columns wrapped in brick and topped with concrete caps will be provided to mimic the adjacent existing side entrances. In addition, the new door is to match the adjacent doors aesthetic.

Landscape of the proposed work is to reflect the existing and be minimal in its scope. Exterior lighting will be provided to reflect the existing lighting along Arthur.

Thank you.

HUMMEL Architects
2785 Bogus Basin Rd
Boise ID 83707
208.343.7523

Principal
Scott Straubhar | AIA, NCARB
Ed Daniels | AIA, NCARB

Associate
Mandy Boam | NCIDQ
POCATELLO HIGH SCHOOL: EXISTING PHOTOS
POCATELLO HIGH SCHOOL: HISTORICAL PHOTO
POCATELLO HIGH SCHOOL : PLAN
# February 2019

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Notes:
April 5 – Newsletter deadline: Articles of 250 words ready for publication.