HISTORIC PRESERVATION COMMISSION
Wednesday, March 6, 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 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 minutes from the regular meeting on February 20, 2019. (ACTION ITEM)

AGENDA ITEM #4: CERTIFICATE OF APPROPRIATENESS
Sign Up Signs and Graphics, representing The Union Tap House, requests a certificate of appropriateness and sign permit for new window and door signage at 230 W. Bonneville Street, The Yellowstone. (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: OLD TOWN UPDATE
The meeting began at 6:03 P.M.

AGENDA ITEM #1: ROLL CALL
EXCUSED: Jacque Alvord.
STAFF: Councilwoman Leeuwrik, 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.

Nielson stated he had spoken to Steve McCurdy about agenda item #4, but did not discuss any possible outcome for the meeting this evening. 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 on January 16, 2019 and the open house on February 6, 2019.

Herzog asked to include some technical verbiage pertaining to agenda item 4. These inclusions would be added and finalized following Herzog’s review.

It was Motioned, Seconded, and Carried (MSC) (S. Christelow, M. Milder) to approve the minutes from the regular meeting on January 16, 2019, with Herzog’s updates, and the open house on February 6, 2019.

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.

Bart Reed, Director of Business with the Pocatello Chubbuck School District, 3115 Pole Line Road, Pocatello discussed how a review of needed Capital improvements district wide was completed. This review identified that Pocatello High School needs ADA updates to accommodate disabled learners and a central door to eliminate confusion of visitors and parents with the new security implementations. A central (main) door is customary for visitors to access a building.

Jacob Rivard and Jessica Heggie of Hummel Architects, 2785 N. Bogus Basin Road, Boise, discussed confusion for visitors coming to the school, as there is not a main entrance, and visitors and parents are not sure which door to access the school, as well as the school is not handicapped accessible. Rivard noted the windows being installed would mimic the current windows. They discussed the plans included in the application materials as well as elevations to meet ADA requirements and terra cotta panels being used.
The Commission engaged in discussion with the applicant about previous remodeling and construction. The Commission asked Heggie and Rivard if they would add terra cotta and embellishments that were removed from the building to the face of the concrete wall on the lower part of the ramp, most visible to the street.

It was Motioned, Seconded, and Carried (MSC) (S. Christelow, M. Milder) to approve the certificate of appropriateness for the addition of handicap ramps and replacing a historic front door of Pocatello High School located at 325 N. Arthur Avenue as presented, with the addition of embellishments to the concrete ramp wall, at the discretion of the architects, and to have Chair Nielson sign the Certificate of Appropriateness.

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

Christelow stated that seven speakers have been confirmed and she has received the titles of their presentations. The keynote speaker will be Randy Dixon. Christelow asked for the Commission’s approval on the program to move forward with publicity and posters. Stenersen mentioned she would create the mockup of the poster and bring it to the next meeting for edits and final approval. Neu stated she would email the program from last year to Stenersen.

It was Motioned, Seconded, and Carried (MSC) Sivitz, Milder) to approve the program as presented for the HP Conference. Unanimous.

AGENDA ITEM #6: OPEN HOUSE
A. The Commission may wish to discuss the open house for business owners that was held on February 6.

Neu asked for input from the open house. A few people came out, as the weather was poor. Maybe move it to later in the year to avoid bad weather, June.

B. The Commission may wish to discuss plans for the open house for homeowners that is scheduled for March 6th.

Herzog recommended moving the date later in the year. Neu agreed and stated as June was recommended for a new date for the residential open house the commercial open house could be later in summer or fall.

It was MSC (K. Stenersen, P. Sivitz) to cancel the March 6 residential open house and move it to June, and to move the commercial open house from June to later in summer or fall.

With no other business, it was MSC (S. Christelow, L. Herzog) to adjourn the meeting at 7:03 P.M.

Submitted by: ___________________________ Approved on: ___________________________

Aceline McCulla, Secretary
TO: Historic Preservation Commission
FROM: Terri Neu, Assistant Planner
DATE: Meeting Date – March 6, 2019
RE: Certificate of Appropriateness for new window and door signage at 230 W. Bonneville Street, The Yellowstone

REQUEST

Sign Up Signs and Graphics, representing The Union Tap House, has submitted applications for a certificate of appropriateness and sign permit for new window and door signage at The Yellowstone, 230 W. Bonneville Street.

BACKGROUND

The Inventory-Nomination Form for the Downtown Historic District listing on the National Register of Historic Places in 1972 states, “The four-story maroon brick Standrod-Daniels Building (The Yellowstone) was designed by A. McF. McSweeney. The structure is lavishly embellished with buff-colored terra cotta trim in the Renaissance Revival style: a denticulated cornice, anthemia, lions’ heads, and fascia over the first-floor entrances and fourth-floor double-hung sash windows. Parts of the first floor have been altered.”

“The Stockgrowers Bank & Trust was located in the building in 1917. The building also housed the Yellowstone Hotel, originally managed by Mrs. J.M. Embree, who formerly was manager of the Hotel Nicollet. The hotel was heavily dependent upon the Oregon Short Line for its clientele and was known as one of Pocatello’s better hotels. A sample room was provided on the first floor for traveling salesmen.”

ANALYSIS

Staff finds that Municipal Code Section 15.38.130(C) 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.

Municipal Code 15.20.230 governs size of signage within the Downtown Historic District as follows:
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: 2/26/2019  APPLICANT NAME: The Union Tap House
MAILING ADDRESS: 230 W. Bonneville Pocatello, ID 83204  PHONE NUMBER: 208-220-2346
ADDRESS OF BUILDING/PROPOSED BUILDING: 230 W. Bonneville Pocatello, ID 83204

<table>
<thead>
<tr>
<th>TYPE OF WORK:</th>
<th>TYPE OF REVIEW BEING REQUESTED:</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ New Construction</td>
<td>□ Preliminary Only</td>
</tr>
<tr>
<td>□ Demolition*</td>
<td>□ Final Approval</td>
</tr>
<tr>
<td>□ Exterior Building Alteration (Sign)</td>
<td>□ FILP Funding Assistance</td>
</tr>
</tbody>
</table>

*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: Vinyl graphic to be installed on window. Logo colors are black and white per customer design.

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: ___________________________

IMPORANT: 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.

cdromform/applications/impactappropriateness.doc (rev. 01/13)
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: 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): 6'

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

Building Frontage (per street front): 35' on W. Bonneville St

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 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:

__________________________
Door Entrance

Monday - Saturday
11:00am - Close

Windows

UNION TAPROOM
Historic Pocatello: People and Places

A Celebration of Idaho Archaeology and Historic Preservation Month

April 27, 2019

Speakers and Topics

9:00 am - Nick Nielson, Pocatello Attorney & Chair of the Pocatello Historic Preservation Commission

Welcome

9:15 am - Trent Clegg, Reference Specialist, Marshall Public Library

"The Quietly Insistent Legacy of Edward Manson Stevenson"

9:45 am - Jacquee Alvord, Pocatello Historic Preservation Commissioner

"Minerva Koulhepp Teichert: Pocatello Artist"

10:15 am - Break

10:30 am - Kevin Marsh, Idaho State University History Department, Professor

"Pocatello's Triangle Neighborhood: A Slice of America or an Exceptional Community?"

11:00 am – Keynote Speaker: Randy Dixon, Chair, Relight the Night Committee

"Relighting the Night in Old Town Pocatello."

12:00 pm Lunch

1:15 pm Kristine Hunt, Idaho State University History Department, Instructor

"Monarchs and Mudbaths: The Bungalow in Southeast Idaho Culture"

1:45 pm Ellen Ryan, Idaho State University, Head, Special Collections
"Exploring New Deal-Era Architecture on ISU's Campus"

2:15 pm Nick Nielson, Pocatello Attorney & Chair, Historic Preservation Commission

"Marcus Grundfor and the Standrod House"

2:45 pm -- Closing Discussion? Nick Nielson,

“The Future of Historic Preservation in Pocatello”