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 August 7, 2019 regular meeting and the August 21, 2019 work session. (ACTION ITEM)

AGENDA ITEM #4: CERTIFICATE OF APPROPRIATENESS
Denis Clijsters, representing Station Square LLC, requests a certificate of appropriateness for a mural on the back of Station Square and the side of Off the Rails Brewery in the 200 block of S. Union Pacific Avenue. (ACTION ITEM)

AGENDA ITEM #5: STONES TO STORIES
The Commission shall finalize plans for Stones to Stories scheduled for September 14. (ACTION ITEM)

AGENDA ITEM #6: SCAVENGER HUNT
The Commission shall finalize plans for the Scavenger Hunt scheduled for October 11. (ACTION ITEM)
   A. Keep the same list of graves?
   B. Who will be working the event?

AGENDA ITEM #7: 2020 HP CONFERENCE
The Commission may wish to discuss who would like to chair the 2020 HP Conference in April 2020. (ACTION ITEM)

AGENDA ITEM #8: UPCOMING EVENTS
   A. Veteran’s Day Open House
   B. Idaho 100 Women Project
   C. 2020 Idaho Heritage Conference
The meeting began at 6:00 P.M.

AGENDA ITEM #1: ROLL CALL
PRESENT: Jacquee Alvord, Latecia Herzog, Meagan Milder, Nick Nielson, and William Strength.
EXCUSED: Kelsey Stenersen.
STAFF: Councilwoman Leeuwrik, 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.

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 July 17, 2019.

It was Motioned, Seconded, and Carried (MSC) (J. Alvord, W. Strength) to approve the minutes as written from the regular meeting on July 17, 2019.

AGENDA ITEM #4: CERTIFICATE OF APPROPRIATENESS

A. Poky Kids, represented by Sign Up Signs and Graphics, requests a sign permit and certificate of appropriateness for new window signs at 200 S. Main Street, Suite A, Station Square.

Herzog noted the window signs were installed prior to tonight’s scheduled review.

Shane Martin with Sign Up Signs and Graphics, 3275 Highway 30 W, stated the sign is a hedgehog with the Poky Kids logo underneath. Martin noted he put up the signs because he missed the previous meeting deadline and Poky Kids wanted the signs on the windows for opening day on August 1.

It was Motioned, Seconded, and Carried (MSC) (W. Strength, L. Herzog) to approve the sign request by Poky Kids at 200 S. Main Street, Suite A, as presented, and have Chair Nielson sign the Certificate of Appropriateness.

B. Paula Arnold of Keller Williams Realty East Idaho requests a certificate of appropriateness and sign permit for new window signs at 150 N. Main Street, the Newberry Building.

Paula Arnold of Keller Williams Realty East Idaho, 150 N. Main Street, the Newberry Building, stated she was not aware her signage needed to come before the HPC. Herzog noted that phone numbers and website address are only allowed on the entrance door.
Sean Spangler of Modern Signs Plus, 4141 Pole Line Road discussed guidelines and ideas with the Commission. It was agreed upon to remove the phone numbers and add the KW logo (50% reduction in size of the red font logo) in gray on the two ends in the black bar.

It was Motioned, Seconded, and Carried (MSC) (L. Herzog, J. Alvord) to approve the vinyl window signs as requested by Keller Williams Realty East Idaho at 150 N. Main Street, with a change to remove the phone numbers and add the KW logo as presented, and clarify that the “#1 in Real Estate” is red, not white, and to have Chair Nielson sign the Certificate of Appropriateness.

AGENDA ITEM #5: IDAHO 100 WOMEN PROJECT
The Commission may wish to discuss the Idaho 100 Women Project that will take place in 2020.

Neu recommended this be addressed at the August 21 work session.

AGENDA ITEM #6: 2020 IDAHO HERITAGE CONFERENCE
The Commission may wish to discuss the 2020 Idaho Heritage Conference.

Neu recommended this be addressed at the next meeting.

AGENDA ITEM #7: 2020 HP CONFERENCE
The Commission may wish to discuss who would like to chair the 2020 HP Conference in April 2020.

Neu recommended this be addressed at the August 21 work session.

AGENDA ITEM #8: UPCOMING BRADY CHAPEL EVENTS
A. Stones to Stories – Neu, this was discussed in April and scheduled for September 14, 2019, using the same stories and cast, if available. McCulla will call actors and Leeuwrik will contact ISU Drama Department for costume use and fitting dates. The details will be discussed at the next meeting.

Scavenger Hunt – Neu recommended this be addressed at the August 21 work session.

Veteran’s Day - Neu recommended this be addressed at the August 21 work session.

With no other business, it was MSC (M. Milder, J. Alvord) to adjourn the meeting at 7:09 P.M.

Submitted by: ________________________________ Approved on: ______________________________

Aceline McCulla, Secretary
HISTORIC PRESERVATION COMMISSION
Minutes for August 21, 2019 at 6:00 p.m.
City Council Chambers, Municipal Building
911 N. 7th Avenue, Pocatello, ID

The meeting began at 6:00 P.M.

AGENDA ITEM #1: ROLL CALL
PRESENT: Jacquee Alvord, Nick Nielson, Kelsey Stenersen, and William Strength.
EXCUSED: Latecia Herzog and Meagan Milder.
STAFF: Aceline McCulla, and Terri Neu.

**WORK SESSION**

The Commission discussed the following events.

1. Review the NAPC Code of Ethics brochure.
   Nielson recommended to move this agenda item to another meeting for review when the new member and the two excused members may attend.

2. Finalize plans for the Stones to Stories event scheduled for 9/14.
   McCulla and the Commission clarified the following items.
   1) Time change 12:30 to 2:30 p.m.
   2) Change stones to stories poster time 12:30p to 2:30p
   3) Pass out posters – updated distribution list
   4) Discuss member schedule at the first meeting in September
   5) Neu, Herzog, and Stenersen will create parking signs and determine postings in the cemetery.
   6) McCulla will take a poster to Deckadence Boards and Wanderlust

3. Work on details for the Scavenger Hunt in October
   McCulla and the Commission clarified details on the Scavenger Hunt.
   1) Time Change 5:30 to 7:30p
   2) Have a person designated to stamp all donors
   3) Staff roles:
      A. One person to stamp hands of donors
      B. One person to give rules to groups before they begin hunt
      C. One person to verify completed cards
      D. One person to maintain the refreshment table
      E. Two people to provide information on Brady Chapel and restoration project
      F. One - two people to direct the public to parking locations
   4) Clarify new stones and write-ups during first meeting in September.

4. Discuss details for the Veteran’s Day Brady Chapel open house
   Neu mentioned that Marjanna Hulet needed 10 more flags, blocks, and flowers.
   Alvord mentioned that three blocks are at her house.

5. Discuss the Idaho 100 Women Project
   Alvord stated there were no new updates.

6. Discuss the 2020 Idaho Heritage Conference
   Alvord, no further discussions.
7. Discuss having an open house for business owners
   Neu stated the venue would be City Hall Council Chambers, following a scheduled HPC meeting.

   It was MSC (J. Alvord, W. Strength) to approve the open house on November 6, 2019, for business
   owners at City Hall in the Council Chambers with cookies and water.

   Move the CLG Grant application to the December meeting.

8. Discuss having a work shop for sign contractors
   Neu recommended moving this item to the January 15 work session.

With no other business, it was MSC (J. Alvord, W. Strength) to adjourn the meeting at 6:30 P.M.

Submitted by: ___________________________ Approved on: ___________________________

   Aceline McCulla, Secretary
TO: Historic Preservation Commission

FROM: Terri Neu, Assistant Planner

DATE: Meeting Date – September 4, 2019

RE: Certificate of Appropriateness for a mural on the rear of the building at 200 S. Main Street, Station Square (Fargo Building) and the north wall of Off the Rails Brewery at 228 S. Main Street (Chopstick Café)

REQUEST

Station Square LLC, represented by Denis Clijsters, requests a certificate of appropriateness for a mural on the rear of the building at 200 S. Main Street, Station Square, and the north wall of Off the Rails Brewery at 228 S. Main Street.

BACKGROUND

Station Square (Fargo Building) was built before 1916. The Inventory-Nomination Form for the Downtown Historic District listing on the National Register of Historic Places in 1972 states, “Designed by Pocatello architect Frank H. Paradise, this two-story cream-colored brick building is topped by a tin cornice on both street facades. The second-floor windows are all double-hung sash, and an atrium provides light for the second-floor apartments. An addition to the south side of the building, added before 1927, is in the same style as the original structure.:”

“This building opened on October 7, 1916, to house the Fargo-Wilson-Wells Mercantile Company. Lyman Fargo, the senior partner, came to Pocatello in about 1890 as part owner of the Blyth and Fargo Mercantile. The Stafford Apartments were located on the top floor. The addition originally housed the Western Union telegraph office.”

ANALYSIS

Staff finds that Municipal Code Section 17.04.210(G) requires a certificate of appropriateness for an alteration to the exterior of a building within the Downtown Historic District.

Municipal Code 17.04.210(I) outlines the standards for review:
1. Adverse impacts to the historical integrity of the property or structure shall be minimized.
   a. Changes to the defining characteristics of the building or site shall be minimized.

Staff analysis: The mural is proposed to be on S. Union Pacific Avenue façade, which is a secondary façade. The mural is proposed to be on the rear wall of the southern portion and the southern facing wall of Station Square as well as the northern facing wall of Off the Rails Brewery. It will be visible from S. Union Pacific Avenue, W. Lewis Street and possibly
W. Bonneville Street. The defining characteristics of the building are on the front and Lewis Street side façades.

b. Removal of historic materials and features of the building or site shall be avoided.

Staff analysis: There are not any historic materials or features on the rear and side walls of the building.

c. Historic materials shall be retained where possible. Where not feasible, compatible materials shall be encouraged.

Staff analysis: There are not any historic materials or features on this side of the building.

2. 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.

Staff analysis: As detailed above, the work does not impact the historic integrity of the buildings and is compatible with existing and new public art, common in the district. The "Union Pacific" insignia refers back to the history of Pocatello and how it was founded as a railroad town. The mountains surrounding Pocatello are depicted and the rest of the mural shows a progression into the future.

3. Landscaping shall be compatible with the historic character of the property itself, as well as with the surrounding neighborhood or district.

Staff analysis: There is no landscaping on this property and is not associated with this project.

4. 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 to the surrounding neighborhood or district.

Staff analysis: There are no signs associated with this application.

5. 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 any person or organization willing to underwrite all or a portion of such costs.

RECOMMENDED CONDITION

If the Commission should choose to approve the certificate of appropriateness, staff recommends that written permission from the property owner of 228 S. Main Street shall be obtained prior to issuance of the certificate of appropriateness.
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: 08/27/2019 APPLICANT NAME: Station Square LLC
MAILING ADDRESS: 340 S Arthur Ave APT 401 PHONE NUMBER: 208 269 8208
ADDRESS OF BUILDING/PROPOSED BUILDING: 200 S Main St, 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: Mural opn the backside of of station square, including all 3 sides. This includes the wall of Off The Rails Brewing (228 S Main St) who gave us permission and supports the project. This mural will be painted by Nick Hottmann, he's part of a coop that's being formed in it's early stages in Station Sq. This mural will also with the appearance for the coworking project in Station Sq and the brewery nextdoor.

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: Denis Clijsters

Signature of Building/Property Owner(S): Denis Clijsters

Date: 08/27/2019

Digitally signed by Denis Clijsters
Date: 2019.08.27 11:01:18 -06'00'

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.

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Oct. 4 – Newsletter deadline: Articles of 250 words ready for publication.
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