HISTORIC PRESERVATION COMMISSION
Wednesday, October 16, 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 October 2, 2019 regular meeting. (ACTION ITEM)

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

AGENDA ITEM #5: 2020 IDAHO HERITAGE CONFERENCE
The Commission will hear an update on the 2020 Idaho Heritage Conference. (ACTION ITEM)

AGENDA ITEM #6: SCAVENGER HUNT
The Commission will hear a final report on the Scavenger Hunt Fundraiser.
The meeting began at 6:00 P.M.

AGENDA ITEM #1: ROLL CALL
PRESENT: Jacquee Alword, Donald Elston, Latecia Herzog, Nick Nielson, Kelsey Stenersen, and William Strength.
EXCUSED: Meagan Milder.
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.

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 September 4, 2019 regular meeting, September 13, 2019 Idaho Heritage Trust reception, and the September 14, 2019 Stones to Stories tour.

It was Motioned, Seconded, and Carried (MSC) (J. Alword, L. Herzog) to approve the minutes as written for the September 4, 2019 regular meeting, September 13, 2019 Idaho Heritage Trust reception, and the September 14, 2019 Stones to Stories tour. Unanimous.

AGENDA ITEM #4: CERTIFICATE OF APPROPRIATENESS
A. Barricade, represented by Sign Up Signs and Graphics, requests a Certificate of Appropriateness and sign permit to reface the existing projecting sign at 308 E. Center Street, Church-White Building.

Shane Martin of SignUp Signs and Graphics Inc., 3275 Hwy 30 W., Pocatello described the sign per the application materials, and stated the client would like an internally lit sign with only the logo showing up in the late afternoon and evening on a double sided sign. Herzog agreed that a double-sided sign would be best; it would be seen from both direction. A timer was mentioned to come on at dusk and to turn off around 1 a.m. Neu mentioned that the neon signs done by Relight the Night has their lights on timers, signs come on at dusk and turn off at 2 a.m. at the latest. Martin noted SignUp does not have electricians, but would convey the information to them.

It was Motioned, Seconded, and Carried (MSC) (L. Herzog, W. Strength) to approve the request by Barricade at 308 E. Center Street, for a sign permit as presented, an internally illuminated, with only name and graphics illuminated, double-sided sign on a timer with a daylight sensor to turn off at the appropriate time, and to have Chair Nielson sign the Certificate of Appropriateness. Unanimous.
B. Michael Snyder, represented by Robert Awes of Awes Design, requests a Certificate of Appropriateness for the replacement of the storefront doors at 141 N. Main Street.

**Robert Awes**, 548 N. 12th Avenue, Pocatello described the previous doors and the newly installed doors illustrated in the drawings provided in the application materials, and mentioned the trim and doors remained white, as the previous doors. **Herzog** noted the doors were installed prior to this meeting because the Building Department issued the building permit without the Planning Department’s review.

It was Motioned, Seconded, and Carried (MSC) (L. Herzog, J. Alvord) to approve the request by Michael Snyder at 141 N. Main Street, to replace storefront doors as installed, and have Chair Nielson sign the Certificate of Appropriateness. Unanimous.

**AGENDA ITEM #5: SCAVENGER HUNT**
The Commission shall finalize plans for the Scavenger Hunt scheduled for October 11.

**Neu** passed out the listing of names and previous names used last year.

**Alvord** offered:
1) **Muriel "Ma" Ruggles**, 20E R21 S9
2) **Abe Lincoln Lillibridge** (part of the team that built the Cyclotron at ISU) 16E R22 S1
3) **Elizabeth Kinport** (will replace Mr. Kinport) 16E R23 S2

**Stenersen** offered:
1) **George North** (Carlyle Building, named after his son) 16E R11 S2
2) **Judge J.M. Masonheimer** (Popular justice of the peace 16E R2 S5
3) **Lyman Fargo** (built and owned the Fargo and Stafford Apartments buildings) 17E R2 S10

**Herzog** offered:
1) **James Walter Seaver** (will investigate if he built the Seaver Building) 20W R6 S10

Who can work the event, what treat will be brought, and when to begin for staking for parking 4:30 p.m.

Alvord – 4:30 p.m.
Stenersen – Candy – 5 p.m.
Nielsen – Cookies 4:30 p.m.
Herzog – Apple Cider – 4:30 p.m.
McCulla – Candy – 4:30 p.m.
Neu – Cookies – 4:30 p.m.

Discussion ensued about asking for a $5 donation to participate in the scavenger hunt to raise enough money for this project.

**Herzog** presented the findings of the hard bid for sealing, repointing, and cleaning the exterior $31,050.00, the interior is $13,500.00, and to install the pinnacles, last estimate was be about $15,000.00 for an approximate total of $60,000.00 needed to complete repairs. We currently have almost $5,000.00 in the Brady Chapel fund. We can apply to Idaho Heritage Trust more than once, but must have matching funds. We need to find more funds if we want to have the work completed by Memorial Day 2022, which is the chapel’s 100th anniversary.

Herzog noted that HPC needs to do more fundraising, possible options are raise prices of current tours, or not have free tours. It took three fiscal years to reach $4,600.00.
It was recommended to strive hard this year to have a fundraising campaign to draw major contributors to help raise the remaining $25,000.00 needed.

**Neu** will look into Friend’s situation.

**Fundraising Ideas**

**Sell historic canvas photos** - a Commission member would purchase the initial pictures, a designated person would take orders, collect payment at time of order, and have the order drop shipped to the customer directly.

**Set up a donation button on HPC’s webpage** - have the donations for the Brady Chapel restoration project be deposited directly into the earmarked fund. **Neu** will check with finance about this option.

**Stenersen** mentioned printing and donating postcards in bundles of 10 with old pictures on them.

**AGENDA ITEM #6: 2020 IDAHO HERITAGE CONFERENCE**

The Commission shall discuss and decide who would like to chair and act as liaison to The Heritage Partners for the Commission.

**Alvord** noted the HPC has support from the Museum of Natural History, and some other entities. Alvord recommended using the Brady Chapel as the centerpiece on all our advertising for the event. Alvord mentioned Tribal students at ISU would help also.

**Nielson asked for nominations.**

**Chair:**

Alvord nominated herself, because she has been acting in this position already.

Strength nominated himself.

**Neu** suggested having a Chair and Vice Chair to attend all the meetings and conference calls.

It was MSC (L. Herzog, K. Stenersen) to have Alvord Chair and Strength Vice-Chair the Idaho Heritage Conference in 2020. Unanimous.

**AGENDA ITEM #7: 2020 HP CONFERENCE**

The Commission shall discuss and decide who would like to chair the 2020 HP Conference in April 2020.

**Nielson** nominated himself for Chair.

It was MSC (K. Stenersen, W. Strength) to have Nielson Chair the 2020 HP Conference in April 2020. Unanimous.

**AGENDA ITEM #8: VETERAN’S DAY OPEN HOUSE**

The Commission may wish to finalize plans for the Veteran’s Day Open House at the Brady Chapel.
Alvord discussed the new veteran cemetery markers and asked members to recommend an engraver to add the veteran’s name on the back of their markers. To date, funding for seven new veteran headstone replacements has been received.

Herzog recommended making a veteran walking tour brochure, by type, and create a tour for each type and do a person-guided tour for a cost to raise money for the Brady Chapel restoration. Acknowledgement of Jim Johnston for his donation for gravestones would be listed on the back page.

Open House hours 11a.m. – 4 p.m.
Alvord, Elston, Herzog, Nielson (TBD), Sully, and Williams.

AGENDA ITEM #9: STONES TO STORIES
The Commission will hear a final report on the Stones to Stories Fundraiser.

Neu stated in FY19, $1,325.56 was raised to restore the Brady Chapel from all the events.

With no other business, it was MSC (L. Herzog, K. Stenersen) to adjourn the meeting at 7:16 P.M.

Submitted by: ____________________________  Approved on: ____________________________

Aceline McCulla, Secretary
TO: Historic Preservation Commission

FROM: Terri Neu, Assistant Planner

DATE: Meeting Date – October 16, 2019

RE: Certificate of Appropriateness for new window signage at the Sonnenkalb Building at 312 W. Center Street

REQUEST

Cozy Belle, represented by Bengal Works, LLC, has submitted an application for a certificate of appropriateness for new window signage at 312 W. Center Street.

BACKGROUND

The Inventory-Nomination Form for the Downtown Historic District listing on the National Register of Historic Places in 1972 states, “This two-story cream-colored brick building with a tin cornice is connected through the rear to the Sonnenkalb Building. The early stamped-tin ceiling and canvas awning remain intact.”

“In 1915 this building and the Sonnenkalb Building served as the People’s Store, giving the business frontage on both Center and Main streets.” This building is considered contributory to the district.

ANALYSIS

Staff finds that Municipal Code Section 17.04.210(G) and (H) require a Certificate of Appropriateness. Municipal Code Section 17.04.210(I) lists 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 application is for a vinyl window sign. It will not have any effect on the defining characteristics of the building or site.

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

Staff analysis: There are no historic materials or features of the building that will be removed.

   c. Historic materials shall be retained where possible. Where not feasible, compatible materials shall be encouraged.
Staff analysis: This is an application for a vinyl window sign. No historic materials will be removed.

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: If the recommended condition is met, the proposed work is compatible with the property and the district at large.

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

Staff analysis: No landscaping is included in 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: In an effort to maintain consistency on window signs, the sign shall not cover the entire window so the interior of the store is visible from the street.

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.

Staff analysis: The property is listed on the National Register of Historic Places and contributes to the district.

RECOMMENDED CONDITIONS

1. The sign shall be cut out and not cover the entire window.
APPLICATION FOR CERTIFICATE OF APPROPRIATENESS
FOR NEW CONSTRUCTION, DEMOLITION OR BUILDING ALTERATION
WITHIN THE DOWNTOWN HISTORIC DISTRICT
(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 at least ten (10) days prior to the meeting date. Complete applications will be considered by the HPC within forty-five (45) days of receipt.

Applicant:
Name: COZY BELLE - STACY JOHNSON
Mailing address: 312 W. CENTER ST.
City, State, Zip: POCATELLO, ID 83204
Phone: 208-317-4523
Email: STACY.COZYBELLE @ GMAIL.COM

Representative:
Firm & Contact: BENJAL WORKS, LLC
Mailing address: 470 W. OAK ST.
City, State, Zip: POCATELLO, ID 83201
Phone: 208-242-3831
Email: INFO @ BENJALWORKS.COM

TYPE OF WORK: ☐ New Construction ☐ Demolition* ☑ Exterior Building Alteration (Sign)

*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, add additional sheet if you need more space: WINDOW PERFORATED VINYL TO BE INSTALLED ON WINDOW NEXT TO MAIN ENTRANCE

THIS APPLICATION SHALL BE ACCOMPANIED BY THE FOLLOWING MATERIALS (pursuant to the Zoning Ordinance Section 17.04.210):

1. A clear statement of the proposed work, including colors, materials, landscaping, canopies, and signs;
2. Plans illustrating the size, height and completed appearance of the proposed work;
3. A site plan showing all existing buildings and structures and the proposed work;
4. Any other project information deemed necessary by the historic preservation commission.
5. Certificate Of Appropriateness; Standards For Review: In reviewing applications for certificates of appropriateness for new construction or alterations of buildings, sites, structures, and objects within a historic district, the criteria for review are as follows:

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

6. A title report, property deed, or other legal documentation of ownership of the site in question, whether freehold, option, or lease for anything other than sign installation.

7. 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.

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 Engineering Department.

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:  Dane Simmons Jr.  Dated:  9/30/19

Signature of Building/Property Owner(s):  Dane Simmons Jr.  Dated:  9/30/19

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 thirty (30) days of the date of the written decision.

Page 2 of 2  Updated 7/11/2019
APPLICATION FOR AN ON-PREMISE SIGN PERMIT

Filing Fee $75.00

Submittal Date:________

Contact Name:________

Sign Contractor Information:

Name: BENGALEWORKS, LLC
Address: 470 W. OAK ST
Phone: 208-242-3831
Email: INFO@BENGALEWORKS.COM
Zoning: (c)(HPO) Historic District: Yes ☐ No ☐
Illumination Source: N/A
Power Source: Existing ☐ New ☐

Is the electrical connection a standard three-prong? Yes ☐ No ☐

Height (from ground level to top of sign): 7' 5"

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

Window Vinyl 16 ft², Cabinet Sign 56' x 2' = 72 ft²

Building Frontage (per street front): 48' x 30 = 1440 ft²

Open Space (per street front): __________

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.

________________________________________  10/1/19
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:

________________________________________
TO: Historic Preservation Commission

FROM: Terri Neu, Assistant Planner

DATE: Meeting Date – October 16, 2019

RE: Certificate of Appropriateness to replace storefront windows at the Sonnenkalb Building at 312 W. Center Street

REQUEST

Dane Simmons Jr. has submitted an application for a certificate of appropriateness for the replacement of the storefront windows at 312 W. Center Street.

The applicant has replaced the eight windows along the first floor facade. They were single pane, wood clad windows and the applicant has replaced them with double pane, aluminum clad windows.

BACKGROUND

The Inventory-Nomination Form for the Downtown Historic District listing on the National Register of Historic Places in 1972 states, “This two-story cream-colored brick building with a tin cornice is connected through the rear to the Sonnenkalb Building. The early stamped-tin ceiling and canvas awning remain intact.”

“In 1915 this building and the Sonnenkalb Building served as the People’s Store, giving the business frontage on both Center and Main streets.” This building is considered contributory to the district.

ANALYSIS

Staff finds that Municipal Code Section 17.04.210(G) and (H) require a Certificate of Appropriateness. Municipal Code Section 17.04.210(I) lists 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 windows were single-pane, wood clad and have been changed to double-pane, aluminum clad. The wood trim around the windows was retained (see exhibit C).

   b. Removal of historic materials and features of the building or site shall be avoided.
Staff analysis: The wood surrounding the windows remains however the aluminum portion of the new windows is visible.

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

Staff analysis: The wood surrounding the windows remains.

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: The wood surrounding the windows remain however the aluminum portion of the new windows can be seen. Aluminum clad windows were not available when the building was built in 1915, therefore they are not historically accurate.

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

Staff analysis: No landscaping is included in 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: A sign is not being considered as part of this application. Any proposed signs will be considered through a separate certificate of appropriateness review.

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.

Staff analysis: The property is listed on the National Register of Historic Places and contributes to the district.

Exhibits:
A. Street view of 312 W. Center Street
B. Photo of exterior, dated 1996
C. Photos of new windows (3)
D. Photos of windows at 123 N. Main Street (3)
HD Golf Simulator
Conference Room
Office Space
Ball Room
Book Online!  Facebook
ParfiveIndoorGolf.com
Dates for review 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 at least ten (10) days prior to the meeting date. Complete applications will be considered by the HPC within forty-five (45) days of receipt.

Applicant:
Name: Dane Simmons Jr.
Mailing address: 123 N. Main Street
City, State, Zip: Pocatello, ID 83202
Phone: 208.406.1254
Email: simmonssurgical@gmail.com
TYPE OF WORK: ☐ New Construction ☐ Demolition* ☑ Exterior Building Alteration (Sign)

*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, add additional sheet if you need more space:
Replace outdated single pane windows with high-efficiency double pane windows.
There will be no change in size of the windows.

THIS APPLICATION SHALL BE ACCOMPANIED BY THE FOLLOWING MATERIALS (pursuant to the Zoning Ordinance Section 17.04.210):

1. A clear statement of the proposed work, including colors, materials, landscaping, canopies, and signs;
2. Plans illustrating the size, height and completed appearance of the proposed work;
3. A site plan showing all existing buildings and structures and the proposed work;
4. Any other project information deemed necessary by the historic preservation commission.
5. Certificate Of Appropriateness; Standards For Review: In reviewing applications for certificates of appropriateness for new construction or alterations of buildings, sites, structures, and objects within a historic district, the criteria for review are as follows:

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

6. A title report, property deed, or other legal documentation of ownership of the site in question, whether freehold, option, or lease for anything other than sign installation.

7. 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.

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 Engineering Department.

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: Dane Simmons Jr.  
Dated: 10/5/19

Signature of Building/Property Owner(s): Dane Simmons Jr.  
Dated: 10/5/19

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 thirty (30) days of the date of the written decision.
TO: DANE SIMMONS

JOB: 312 CENTER STREET
      EXTERIOR DOORS/WINDOWS

DATE: 8-26-19

ALUMINUM STOREFRONT DOORS AND FRAMES
ALUMINUM STOREFRONT TO BE 2" X 4 ½" THERMALLY BROKEN STOREFRONT IN CLEAR ANODIZED FINISH. GLASS TO BE 1" OVERALL INSULATED CLEAR LOW “E” ANNEALED (1/4"-1/2AS-1/4") OVER CLEAR ANNEALED DUAL SEAL 10 YEAR WARRANTY GLASS UNITS. ***TEMPERED GLASS WILL BE UTILIZED IN DOORS AND WINDOWS NEXT TO DOORS.

8 EA  46" X 74"    EXTERIOR WINDOWS
2 EA  40" X 74"    EXTERIOR WINDOWS NEXT TO DOORS

****PRICING INCLUDES DEMOLITION OF THE EXISTING GLASS AT THE WINDOW OPENINGS AND SETTING IN A NEW STOREFRONT FRAME INTO THE OPENING WITH GLASS AND SEALING WITH CAULK. THIS DOES NOT INCLUDE DEMOLITION OF THE WOOD FRAMING TO ACCEPT 1 LARGE WINDOW.****

INCLUDES: SHIMS, SCREWS, BACKER ROD, CAULKING OF OUR MATERIALS

EXCLUDES: STUD FRAMING, SHEETROCK, PATCH AND PAINT, PERMIT, INTERIOR FINISHES, TRIM, INSULATION, EXTERIOR OR INTERIOR FINISHES, WINDLOAD AND DEADLOAD BRACKETS, NFRC LABELING, NFRC CERTIFICATION, ENERGY CALC, LEED, ENERGY STAR RATINGS, AAMA LABELS, LOUVERS, DOOR HARDWARE, ENGINEER STAMP OR STRUCTURAL CALC, FIELD TESTING OF ANY KIND, MOCKUPS, HOLLOW METAL DOORS OR FRAMES, DOOR LITE KITS, FINAL CLEANING, FINAL CYLINDERS, TEMPORARY HEATING AND CLOSING IN OF BUILDING.

INSTALLED, TAX INCLUDED..............................................................................................................$8,093.00

SINCERELY

BRANDON TOBIAS
Frame Fabrication

Customer: DANE SIMMONS
Location: EXTERIOR
Quantity: 1
Date Entered: 8/26/2019

EXT ANN WINDOWS (Quantity 8)
EXT TEMP WINDOWS (Quantity 2)
TO: Historic Preservation Commission

FROM: Terri Neu, Assistant Planner

DATE: Meeting Date – October 16, 2019

RE: Certificate of Appropriateness for new wall signage at 159 S. Main Street

REQUEST

Kanda’s and Company, represented by Sign Up Signs and Graphics, has submitted an application for a certificate of appropriateness to reface the existing wall sign at 159 S. Main Street.

BACKGROUND

This building isn’t listed on the National Register of Historic Places but is located within the local Downtown Historic District.

ANALYSIS

Staff finds that Municipal Code Section 17.04.210(G) and (H) require a Certificate of Appropriateness. Municipal Code Section 17.04.210(I) lists 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: This building is not on the National Register of Historic Places but is on the local Downtown Historic District, therefore there are no defining characteristics.

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

Staff analysis: There are no historic materials or features of the building that will be removed.

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

Staff analysis: There are no historic materials that have been identified.

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: The proposed work is refacing of an existing sign and will be compatible if the condition is met.

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

Staff analysis: No landscaping is included in 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: The proposed work is refacing of an existing sign and will be compatible if the condition is met.

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.

Staff analysis: The property is not listed on the National Register of Historic Places but is located within the local Downtown Historic District, therefore it needs to meet the standards for the district.

RECOMMENDED CONDITIONS

1. If the sign is backlit, it shall be opaque with only words and graphics illuminated.
PLANNING & DEVELOPMENT SERVICES  
PO Box 4169, 911 North Seventh Avenue  
Pocatello, Idaho 83205  
(208)234-6184    FAX (208)234-6586

Application Deadline:  
HPC Meeting:  

*Dates for public hearing or Commission 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 7:00 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: 10/8/2019   APPLICANT NAME: Kanda's and Company

MAILING ADDRESS: 159 South Main Street   PHONE NUMBER: 208-604-7886

ADDRESS OF BUILDING/PROPOSED BUILDING: 159 South Main Street

<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>Building Alteration (Exterior)</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: Replace and update existing plexi face in internally lit sign can facing Lewis Street.

________________________________________________________________________

________________________________________________________________________

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 (10 color copies must be submitted).

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 (10 color copies must be submitted).

4. A site plan showing all existing and adjacent buildings and structures, as well as drawings of the proposed work.

(OVER)
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 landuse 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.

Signature of Building/Property Owner(s): Kanda’s And Co:

Kanda Russell:

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.
APPLICATION FOR A FACE CHANGE PERMIT
(For Signs with Legal/Conforming Status)

Filing Fee - $26.00
Permit #: ____________
Submittal Date: ____________
Receipt #: ____________
Staff Contact: ____________
Receipt Date: ____________

Sign Contractor Information:
Name: Sign Up Signs & Graphics
Address: 3275 Highway 30 West
Phone: 208-232-2938
Email: jason@signup.graphics

Zoning: Commercial
Historic District: Yes□ No□
Illumination Source: Fluorescent light, internal
Change in Illumination? Explain No

Power Source: Existing□ New□ If new, Electrical Contractor’s name: ____________
(Must be a City of Pocatello licensed electrician)
Height (from ground level to top of sign(s)): 19 Feet
Any change in height? Explain: No

Total Sign Area Existing on Site (include all painted wall signs, pole signs, and window signs): 42 Sq Ft
Building Frontage (per street front): 142 Feet facing Lewis, 32 Feet facing Main
Open Space (per street front): ____________
Multi-Use Facility (more than one tenant in bldg.): Yes□ No□
Does this signage overhang a public sidewalk or right-of-way? Yes□ No□

Allowable Sign Square Footage permitted per site and street (staff use only): ____________

THE FOLLOWING INFORMATION MUST ACCOMPANY EACH APPLICATION

1. A site plan which includes: the site with street locations, lot frontage dimensions, building location(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.

Page 1 of 2
3. Photographs of the site showing building and proposed location of sign(s).

The applicant and business person 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.** We hereby acknowledge that we have read this application and certify that the information provided is correct. Further, we understand that it is the sign contractor’s responsibility 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 Building Department three (3) days after submittal of a complete permit request. The sign contractor **must** call for a final inspection of the electrical work and general construction of the signage from the City Building Department (234-6158).

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: ___________________________
Kanda’s and Company
Estate Agent - Liquidations - Consignments - Antiques - Vintage - Furniture