

HISTORIC PRESERVATION COMMISSION
Minutes for January 15, 2020 at 6:00 p.m.
City Council Chambers, Municipal Building
911 N. 7th Avenue, Pocatello, ID

AGENDA _____

Chair Nielson began the meeting at 6:00 P.M.

AGENDA ITEM #1: ROLL CALL

PRESENT: Donald Elston, Nick Nielson, Kelsey Stenersen, William Strength, and Meagan Sully.

EXCUSED: Jacquee Alvord.

UNEXCUSED: Latecia Herzog.

STAFF: Jim Anglesey, Carl Anderson, and Aceline McCulla.

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 regular meeting and holiday party minutes from December 4, 2019.

It was **MSC (K. Stenersen, W. Strength)** to approve the minutes as written for the regular meeting and holiday party from December 4, 2019.

AGENDA ITEM #4: CERTIFICATE OF APPROPRIATENESS

Wendi Ames of United Way of Southeastern Idaho, represented by BengalWorks LLC, requests a Certificate of Appropriateness for new vinyl window signage and face change to an existing projecting sign at 101 N. Main Street, Seavers Block.

There was no one was present for this agenda item.

Jim Anglesey, Assistant Planner with the City of Pocatello, stated the application meets City Code, the square footage allowance, and the projecting sign allowance.

It was **MSC (K. Stenersen, D. Elston)** to approve the request by United Way of Southeastern Idaho at 101 N. Main Street, for a new vinyl window sign, with the condition that the window decals be cutout and not a solid sheet of vinyl, and the face change to the existing projecting sign as described in the application materials, and to have Chair Nielson sign the Certificate of Appropriateness.

AGENDA ITEM #5: 2020 IDAHO HERITAGE CONFERENCE

The Commission will hear an update on the 2020 Idaho Heritage Conference.

Carl Anderson, Senior Planner with the City of Pocatello stated there were no updates.

Nielson discussed whether to hold the 2020 Historic Preservation Conference. Nielson noted there is no funding from ISU for the conference. The two options include: 1) have it at City Hall; or 2) do not have it this year, due to a lack of funding and speakers at this time. McCulla noted that in fall of 2019, the Commission decided not to have the HP Conference, as the HPC would be assisting with the Heritage Trust Conference in Pocatello. This will be added to the next agenda to cancel the 2020 HP Conference and work with ISU in July for 2021 HP Conference.

AGENDA ITEM #6: CLG GRANT APPLICATION

The Commission will hear an update on the 2020 CLG Grant Application.

Jim Anglesey, Assistant Planner with the City of Pocatello, stated that staff is waiting to hear back from the CLG office about sending a HPC member and staff member to the Conference in Seattle, and about the grant to match City contributions for Idaho Heritage Conference.

With no other business, **Chair Nielson** closed the meeting at 6:29 P.M.

****WORK SESSION****

Chair Nielson began the work session at 6:29 P.M.

1. Review the NAPC Code of Ethics brochure.

Nielson covered the ethical issues and professional conduct between Commission members.

2. Discuss having a work shop for sign contractors

The **Commission** decided this would not be beneficial. Instead, an annual letter with information being sent or having information being added to the building permits and sign permits about work being done in the Historic district would be more effective. The HPC's role is more of education, not enforcers.

Anderson discussed options that occur at this time, and more discussion would need to be done with the City of Pocatello's Building Department.

3. Select a chairperson for each of the following events:

a. Memorial Day Open House
Chair: Meagan Sully

d. Scavenger Hunt
Chair: Kelsey Stenersen

b. Veteran's Day Open House
Chair: William Strength

e. Historic Preservation Conference 2021
Chair: Nick Nielson
Assistant Chair: Donald Elston

c. Stones to Stories
Chair – Latecia Herzog

4. Fundraising ideas

Get an update from Staff after Anglesey does research on the Friends of the Cemetery nonprofit status. **Elston** will assist with this process.

5. Schedule a walk through the Downtown Historic District (Summer)

Nielson asked to place this on the next agenda and get an update from Herzog.

With no other business, it was **MSC (M. Sully, K. Stenersen)** to adjourn the meeting at 7:02 P.M.

Submitted by: Aceline McCulla
Aceline McCulla, Secretary

Approved on: February 5, 2020