



Twin Falls Historic Preservation Commission Agenda

Monday, December 6, 2021, 3:00 PM

203 Main Avenue East
Twin Falls, ID 83301

Council Chambers

Members: Samra Culum Chairperson, Doug Baughman Vice Chairperson, Jennifer Shaffer, Ben Woodbury, Lisa Maas, Lisa Buddecke

Council Liaison: Craig Hawkins

- 1) Confirmation of Quorum/Call Meeting to Order
- 2) Consent Calendar
 - a) **ACTION ITEM:** Approval of Minutes from the following meeting: November 1, 2021
- 3) Certificate of Appropriateness - None
- 4) Old Business
 - a) **INFORMATIONAL:** CLG FY22 Grant presentation to City Council December 6, 2021 5pm
By: Lisa Strickland, City Planner
- 5) New Business
 - a) **INFORMATIONAL:** Revitalizing Idaho's Main Street Event Flyer
By: Lisa Strickland, City Planner
 - b) **INFORMATIONAL:** Boise Historic Preservation Staff Consultation
By: Lisa Strickland, Samra Culum
 - c) **INFORMATIONAL:** Decision Matrix
By: Lisa Strickland, City Planner
- 6) Upcoming Meeting(s)
 - a) **INFORMATIONAL:** January 18, 2022 **(Tuesday)**
- 7) Adjournment

Any person(s) needing special accommodations to participate in the above-noticed meeting could contact Kelli Ebersole (208) 735-7267 at least two working days before the meeting. Si desea esta información en español, llame Leila Sanchez (208) 735-7287.

CITY OF TWIN FALLS

PLANNING & ZONING COMMISSION

Public Hearing Procedures for Zoning Requests

1. Prior to opening the first Public Hearing of the session, the Mayor or Chair shall review the public hearing procedures.
 2. Individuals wishing to testify or speak before the City Council or Planning & Zoning Commission shall wait to be recognized by the Mayor or Chair, approach the microphone/podium, state their name, and then proceed with their comments. Following their statements, they shall write their name and address on the record sheet(s) provided by the staff. The staff shall make an audio recording of the Public Hearing.
 3. A City Staff Report shall summarize the application and history of the request.
 4. The Applicant, or the spokesperson for the Applicant, will make a presentation on the application/request (request). No changes to the request may be made by the applicant after the publication of the Notice of Public Hearing. The presentation should include the following:
 - **A complete explanation and description of the request.**
 - **Why the request is being made.**
 - **Location of the Property.**
 - **Impacts on the surrounding properties and efforts to mitigate those impacts.**
 5. Applicant is limited to 15 minutes, unless a written request for additional time is received, at least 72 hours prior to the hearing, and granted by the Mayor or Chairman.
 6. The City Council or Planning & Zoning Commission may ask questions of staff or the applicant pertaining to the request.
 7. The general public will then be given the opportunity to provide their testimony regarding the request. The Mayor or Chair may limit public testimony to no less than two (2) minutes per person.
 - **Individuals are not permitted to give their time to other speakers.**
 - **However, five (5) or more individuals that received written notice of the public hearing may appoint, by written petition, a spokesperson. The written petition must be received at least 72 hours prior to the hearing and must be granted by the Mayor or Chair. The spokesperson shall be limited to 15 minutes.**
 - **Written comments, including e-mail, received by 12:00 p.m. on the date of the hearing shall be either read into the record or displayed to the public on the overhead projector.**
 8. Following the Public Testimony, the applicant is permitted five (5) minutes to respond.
 9. Following the Public Testimony and Applicant's response, Council or Commission members, as recognized by the Mayor or Chair, shall be allowed to question the Applicant, Staff or anyone who has testified. Responses shall be limited to answering the questions asked. The Mayor or Chair may limit the time permitted for the answer.
 10. The Mayor or Chair shall close the Public Hearing. The City Council or Planning & Zoning Commission shall deliberate on the request. Deliberations and decisions shall be based upon the information and testimony provided during the Public Hearing. Once the Public Hearing is closed, additional testimony from the staff, applicant or public is not allowed. Legal or procedural questions may be directed to the City Attorney.
- * Any person not conforming to the above rules may be prohibited from speaking. Persons refusing to comply with such prohibitions may be asked to leave the hearing and, thereafter removed from the room by order of the Mayor or Chairman.



Twin Falls Historic Preservation Commission Minutes

Monday, November 1, 2021, 3:00 PM

203 Main Avenue East
Twin Falls, ID 83301

Council Chambers

Members: Samra Culum Chairperson, Doug Baughman Vice Chairperson, Jennifer Shaffer, Ben Woodbury, Lisa Maas, Lisa Buddecke

Council Liaison: Craig Hawkins

1) Confirmation of Quorum/Call Meeting to Order

Chairperson Culum called the meeting to order at 03:00 PM

A quorum was present.

Members Present: *Culum, Baughman, Maas, Woodbury, Shaffer, Buddecke*

Liaison Present: *Hawkins*

Staff Present: *Hart, Strickland, Ebersole*

2) Consent Calendar

MOTION: Commissioner Woodbury moved to approve the Consent Calendar, as presented. Commissioner Baughman seconded the motion.

Unanimously Approved by a vote of 5 to 0.

a) Approve the minutes from the following meeting: September 13, 2021

3) Certificate of Appropriateness

None

4) Old Business

- a) Grant Project Discussion
- Virtual Walking Tour

City Planner Strickland presented the application proposal for the Virtual Walking Tour for the Historic Downtown district. She stated the application deadline is December 31, 2021. She stated with the Commission's approval to move forward, she can get the item scheduled for City Council's approval prior to the application deadline.

Discussion ensued regarding the project and next steps.

A suggestion was made that the virtual tour scripts can be used for in-person walking tours.

Action Item: City Planner Strickland will investigate a digital location to provide information to the Commission, such as Microsoft Teams.

5) New Business

- a) 2022 HPC Meeting Calendar and Commissioner Terms
City Planner Strickland reviewed the draft of the 2022 HPC meeting calendar.
City Planner Strickland reviewed the current vacancy for a commissioner. She also reviewed the current commissioner terms and the commissioner criteria.

6) Upcoming Meeting(s)

- a) Monday, November 15, 2021 - CANCEL
Move meeting to the 29th at 3:00 pm.

7) Adjournment

The meeting adjourned at 03:48 PM

Kelli Ebersole, Administrative Assistant



Date: Monday, December 6, 2021
To: Honorable Mayor and City Council
From: Lisa Strickland, City Planner

ACTION ITEM

Request:

Request to approve FY22 Certified Local Government Grant application for submittal to attend the National Alliance of Preservation Forum 2022. c/o Historic Preservation Commission

Time Estimate:

The presentation may take approximately 10 minutes with questions/comments to follow.

Background:

The Historic Preservation Commission is asking for the City Council's approval to apply for the FY22 Certified Local Government (CLG) grant to allow 2 individuals to attend the National Alliance of Preservation Forum in July 2022.

The forum is scheduled to take place in Cincinnati and offers preservation training related to local historic preservation issues. It includes dozens of educational sessions and 5 days of networking for commissioners, staff, local representatives, and other government agencies.

The commission was awarded this grant in 2020. However, due to the pandemic, they were unable to send individuals to the forum. The commission is in support of having 2 individuals attend. The commission feel the training opportunity related to historic preservation would be beneficial for the staff and the commission.

Approval Process:

Upon conclusion, should the Council approve the request, the application must be signed by the Mayor. The application will then be submitted to the Idaho State Historic Preservation Office no later than December 31, 2021. Awards for the grant will be announced in February 2022 and the deadline for completion and final reimbursement will be September 2023.

Budget Impact:

The CLG grant requires that the community provide at minimum a 50/50 match for the grant funds. These funds can be either cash or in-kind. There should not be a significant budget impact with the Council's approval of the request. The in-kind match is typically in the form of donated commissioner and city staff time calculated at an hourly rate. The request is to apply for \$8848 and, if approved, it is expected that all costs associated with the request would be covered by the grant and in-kind services.

Regulatory Impact:

n/a

History:

n/a

Analysis:

n/a

Conclusion:

The Historic Preservation Commission has unanimously forwarded a positive recommendation to the City Council.

Attachments:

1. FY22 CLG Grant Training Application

**Idaho State Historic Preservation Office
Certified Local Government Subgrant Application
FY2022**

Application Coversheet

Applicant/Local Government

Name: _____
Address: _____
Address: _____
Telephone: _____
DUNS No.: _____

City/County Staff Contact

Name: _____
Address: _____
Address: _____
Telephone: _____
E-mail: _____

Grant Coordinator (if different from City/County Staff Contact)

Name: _____
Address: _____
Address: _____
Telephone: _____
E-mail: _____

Budget Summary

Total CLG Grant request: _____
Total Matching share: _____
Total cost of all project(s): _____
Source(s) of match: _____

Please provide a more detailed budget breakdown on the attached budget form.

Authorization

The undersigned certifies that he/she is authorized to apply for this subgrant on behalf of the local government, to commit local matching funds to the project, and to enter into a contract if the subgrant is awarded.

Signature: _____
City/County Chief Elected Official's signature

Date: _____

Print: _____

Title: _____

Project: _____

Applicant: _____

Part A: Proposed Project

Project Description

Complete a separate Part A: Project Description for **each** proposed project. Please state the objectives, the work to be performed, how the project relates to the goals set forth in the Idaho State Historic Preservation Plan, how the project relates to any local goals or objectives, and how the project will meet the Secretary of the Interior's Standards.

Final Products

CLG grant projects should result in a tangible product. Provide a detailed and specific list of the expected final products. Typical products include but are not limited to survey reports and forms; published document (e.g. walking tour guide); a National Register nomination; or similar. In some cases, the product may be an activity like a lecture or workshop. A short narrative describing the event must be submitted to the SHPO at the completion of the project. The narrative will describe the number of people attending, who composed the audience, and whether the project was carried out according to the proposal.

Project: _____

Applicant: _____

Timetable

Provide an anticipated timetable for carrying out the proposed project. Include significant milestones such as project commencement, issuing of RFPs, public engagement events, any necessary approvals, and projected completion.

Key Staff/Personnel

Provide a list of the key staff or personnel who will be involved in the proposed project, including a brief description of the roles and responsibilities for each member. Any anticipated subcontractors to be hired can simply be identified as such (e.g. – “consultant,” “architect,” “building contractor,” et cetera).

Attachments (Surveys, A&D, reprinting)

Attach any additional documents in support of this project application. Note: some project types have **required** attachments; please refer to Chapter VII of the Idaho CLG Grants Manual for details on these requirements.

Have you included any/all attachments for the project?

Yes _____ No _____

Applicant: _____

Applicant: _____

Project: _____

[illegible]



Date: Monday, December 6, 2021
To: Honorable Mayor and City Council
From: Lisa Strickland, City Planner

ACTION ITEM

Request:

Request to approve FY22 Certified Local Government Grant application for submittal to develop a Downtown Historic District Virtual Walking Tour. c/o Historic Preservation Commission

Time Estimate:

The presentation may take approximately 10 minutes with questions/comments to follow.

Background:

The Historic Preservation Commission is asking for the City Council's approval to apply for the FY22 Certified Local Government (CLG) grant to develop another historic district virtual walking tour. In 2020, a CLG grant was approved by the Idaho State Historic Society to attend the National Alliance of Preservation Forum in July 2020. Shortly after approval of the grant, it became apparent that traveling and attending out of state training was not going to be an option due to the COVID-19 pandemic.

The Idaho State Historic Society, recognizing the unique situation, informed the commission that the approved funds can be re-allocated for another project that meets the grant application criteria. Annually, the Historic Preservation Commission (HPC) hosts a walking tour of one of the three historic districts (Warehouse, Downtown, City Park). This event involves presenting local history to groups of attendees and walking through the district, highlighting the architecture, character and history of significant buildings within the district.

As a result of the pandemic, it became evident that this was not going to happen in 2020. Discovering funds could be re-allocated, the commission proposed developing a Virtual Walking Tour of the City Park District, creating a digital means for people to still have access to the information without having to attend a group event. The commission recognizes that the world is becoming more and more digitized with people searching and accessing everything via the internet. They saw this as an opportunity to expand their efforts to share local history that is not limited to an annual event.

This year the HPC would like to submit another grant application to request funding to develop another virtual walking tour of the Downtown Historic District. The tour would be similar to the park tour, highlighting the district and 10-12 significant buildings within the district. Should the funding be approved, the commission would partner once again with Visit Southern Idaho to develop the tour and have it hosted on the Visit Southern Idaho App. The goal is to broaden community education regarding our local history in a format that is user-friendly and is readily available to a plethora of new individuals.

Approval Process:

Upon conclusion, should the Council approve the request, the application must be signed by the Mayor. The application will then be submitted to the Idaho State Historic Preservation Office no later than December 31, 2021. Awards for the grant will be announced in February 2022 and the deadline for completion and final reimbursement will be September 2023.

Budget Impact:

The CLG grant requires that the community provide at minimum a 50/50 match for the grant funds. These funds can be either cash or in-kind. There should not be a significant budget impact with the Council's approval of the request. The in-kind match is typically in the form of donated commissioner and city staff time calculated at an hourly rate. The request is to apply for \$1200 and if approved it is expected that all costs associated with the request would be covered by the grant and in-kind services.

Regulatory Impact:

n/a

History:

n/a

Analysis:

n/a

Conclusion:

The Historic Preservation Commission has unanimously forwarded a positive recommendation to the City Council.

Attachments:

1. FY22 CLG Grant Virtual Tour Application

**Idaho State Historic Preservation Office
Certified Local Government Subgrant Application
FY2022**

Application Coversheet

Applicant/Local Government

Name: _____
Address: _____
Address: _____
Telephone: _____
DUNS No.: _____

City/County Staff Contact

Name: _____
Address: _____
Address: _____
Telephone: _____
E-mail: _____

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Authorization

The undersigned certifies that he/she is authorized to apply for this subgrant on behalf of the local government, to commit local matching funds to the project, and to enter into a contract if the subgrant is awarded.

Signature: _____
City/County Chief Elected Official's signature

Date: _____

Print: _____

Title: _____

Project: _____

Applicant: _____

Part A: Proposed Project

Project Description

Complete a separate Part A: Project Description for **each** proposed project. Please state the objectives, the work to be performed, how the project relates to the goals set forth in the Idaho State Historic Preservation Plan, how the project relates to any local goals or objectives, and how the project will meet the Secretary of the Interior's Standards.

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CLG grant projects should result in a tangible product. Provide a detailed and specific list of the expected final products. Typical products include but are not limited to survey reports and forms; published document (e.g. walking tour guide); a National Register nomination; or similar. In some cases, the product may be an activity like a lecture or workshop. A short narrative describing the event must be submitted to the SHPO at the completion of the project. The narrative will describe the number of people attending, who composed the audience, and whether the project was carried out according to the proposal.

Project: _____

Applicant: _____

Timetable

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Key Staff/Personnel

Provide a list of the key staff or personnel who will be involved in the proposed project, including a brief description of the roles and responsibilities for each member. Any anticipated subcontractors to be hired can simply be identified as such (e.g. – “consultant,” “architect,” “building contractor,” et cetera).

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Attach any additional documents in support of this project application. Note: some project types have **required** attachments; please refer to Chapter VII of the Idaho CLG Grants Manual for details on these requirements.

Have you included any/all attachments for the project?

Yes _____ No _____

Applicant: _____

Applicant: _____

Project: _____

[illegible]

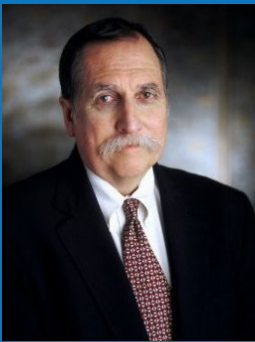


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DEC 8 • 2:00 PM TO 4:30 PM

NAMPA CIVIC CENTER | VIRTUAL OPTION

REVITALIZING IDAHO'S MAIN STREETS



KEYNOTE SPEAKER

ED MCMAHON

Senior Fellow for Sustainable Development and Charles E. Fraser Chair for Sustainable Development and Environmental Policy at the Urban Land Institute

This is a very special opportunity to collaborate as we identify ways to revitalize Idaho's Main Street program and hear from former Chairman of the Board for the National Main Street Center Ed McMahon.



MICHAEL WAGLER

Main Street Iowa Coordinator

We will also hear from the Main Street Iowa Coordinator, Michael Wagler, on the future of rural economic development and practical ways to improve or implement Main Street in your town.

For more information, including the link to attend virtually, visit cityofnampa.us/mainstreet.

Attending in person? Please RSVP to mayor@cityofnampa.us.



Boise Historic Preservation Staff Consultation

Boise Historic District Summary:

The district was codified by the creation of an historic overlay district.

The district boundaries must be defined, and they currently have 6 districts.

These districts have been established over time dating back to the 1970, 1990' and 2020.

Survey must be done to determine the number of contributing/non-contributing properties.

Based on these findings it is determined if there are enough properties to meet the threshold to justify creating a district.

The threshold is determined by the National Historic Registry Guidelines.

They did not use CLG grant money because they have community support as well as the State Historic Preservation Office.

Cost is determined by the consulting firm used, the size of the project and time.

Pros: Property Value and preservation of the historic fabric of the area.

Cons: Property Rights defining what people can and can't do with their personal property.

Design Criteria for the Historic District:

They have had substantial public outreach.

They worked with a consultant to develop proposed design criteria.

They provided the proposed draft to the community and got feedback.

Using the feedback adjustments were made to the proposed design criteria.

The design guidelines were codified for the Certificate of Appropriateness process to apply.

They developed a decision matrix for processing Certificate of Appropriateness Applications.

They have a 15 day turn around for administrative reviews with a 10-day appeal timeline.

They have 8 members on their Commission.

There is a 4 week turn around for requests that must be reviewed by the Historic Preservation Commission with a 10-day appeal period.

Districts In Boise

Residential Districts

East End Historic District	East Main Street Historic District	Harrison Blvd Historic District
Hays Street Historic District	North End Historic District	Warm Springs Historic District

Commercial Districts

Hyde Park Historic District	Old Boise Historic District	South Eighth Street Historic District
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Agricultural District

Spaulding Ranch Historic District

Lisa Strickland

From: Josh Wilson <jgwilson@cityofboise.org>
Sent: Friday, November 19, 2021 2:34 PM
To: Samra Culum; Lisa Strickland
Subject: Historic District Resources

[EXTERNAL SENDER]

Samra and Lisa,

It was a pleasure speaking with you both and I've included some documentation that we discussed in our meeting for your use. I haven't located information about the costs incurred creating the new district, but will continue looking.

The East Main Street Historic District was created through a Rezone (CAR18-00020) and Comprehensive Plan Amendment (CPA18-00005). All application documents can all be viewed at the links below:

CAR18-00020

https://link.edgепilot.com/s/ac616460/TZnNLS16MEyoxv_u-zV1qw?u=https://permits.cityofboise.org/CitizenAccess/Cap/CapDetail.aspx?Module=Planning%26TabName=Planning%26capID1=18HTY%26capID2=00000%26capID3=0325S%26agencyCode=BOISE

CPA18-00005

<https://link.edgепilot.com/s/9735a9f3/cc2L1Nhb1kyYIOfHXrMP8w?u=https://permits.cityofboise.org/CitizenAccess/Cap/CapDetail.aspx?Module=Planning%26TabName=Planning%26capID1=18HTY%26capID2=00000%26capID3=03EPU%26agencyCode=BOISE>

The general timeline was as follows:

- 182-day Emergency Moratorium began on August 7, 2018 and expired February 4, 2019
- Neighborhood Meeting #1: August 15, 2018
- Historic Preservation Commission Review of Proposal and recommendation to proceed: August 27, 2018
- Neighborhood Meeting #2: September 5, 2018
- Planning & Zoning Commission public hearing for Review and Recommendation of the rezone and comprehensive plan amendment: October 1, 2018
- Historic Preservation Commission Public Hearing for Recommendation to City Council: October 29, 2018 (special meeting)
- City Council review and decision on establishing the new historic district: December 11, 2018
- Ordinance Readings Complete, published in Idaho Statesman, and Ordinance adopted: January 8, 2019

Additionally, a list of historic consultants from SHPO is at the link below. Firms listed under "Architectural History" should be able to provide survey services. Looks like the list may be slightly outdated, but I don't have more current info. One firm that we have specifically used is TAG Historical Research and Consulting.

https://link.edgepilot.com/s/ee9d0200/99-mAQKEaEmLPhxp3l2Neg?u=https://history.idaho.gov/wp-content/uploads/2018/07/Idaho_HP_Constultants_List.pdf

On the topic of Design Review, our Downtown and Citywide Design Standards and Guidelines are at the links below.

Citywide

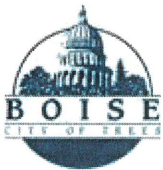
https://link.edgepilot.com/s/b2b12c73/c_c4WBwLa0qSwLM4q2Www?u=https://www.cityofboise.org/media/3381/citywidedesignguidelines_chap1-5.pdf
https://link.edgepilot.com/s/0e166177/fczPMp-f5UmpNHyn-LdvfA?u=https://www.cityofboise.org/media/3380/citywidedesignguidelines_appendix.pdf

Downtown

<https://link.edgepilot.com/s/40ebf5d2/mA1Vp46-sOCIDuYxnnYQWA?u=https://www.cityofboise.org/media/3371/downtown-design-guidelines-revised-6-23-16.pdf>

Hopefully this is helpful!

Sincerely,
Josh Wilson



Josh Wilson
Design Review Planning Manager
Planning and Development Services
Office: (208)608-7077
jgwilson@cityofboise.org
cityofboise.org

Creating a city for everyone.

Links contained in this email have been replaced. If you click on a link in the email above, the link will be analyzed for known threats. If a known threat is found, you will not be able to proceed to the destination. If suspicious content is detected, you will see a warning.

1.3 Application Matrix

Boise City Historic Preservation Commission Certificate Of Appropriateness Matrix (Draft 9/29/08)

Under Section 67-4608 of the Idaho Statutes, no "exterior portion or any building or other structure (including walls, fences, light fixtures, steps and pavement, or other appurtenant features)... shall be erected, altered, restored, moved or demolished within such district until after an application for a certificate of appropriateness as to exterior features has been submitted to and approved by the historic preservation commission."

Under the provisions established in sections 2-18-09 and 2-18-10 of the Historic Preservation Ordinance, Certificates of Appropriateness may be issued by the Historic Preservation Commission (commission level requiring a public hearing) or the Planning Director (staff level approval).

Based on the past experience and concerns raised by owners of historic properties, staff has prepared the following matrix outlining proposed methods of attaining a Certificate of Appropriateness or permission to make other minor exterior changes in designated historic districts.

Staff may refer any request for a Certificate of Appropriateness to the Commission if staff and the applicant disagree over the appropriateness of the request, or if in staff's opinion, the request will have an adverse effect on surrounding properties.

Reason For Certificate of Appropriateness	Commission Level	Staff Level	No CA Required (Staff Sign-Off)
Alteration to contributing structure (visible from public right-of-way)	✓		
Addition or alteration on a structure that increases the square footage of the footprint by more than 25%	✓		
Additions or alterations that adds more stories to an existing structure	✓		
Any work done without a Certificate	✓		
Change in zoning classification	✓		
Construction of new structure	✓		
Demolition of all or more than 25% of a structure	✓		
Additions that increase the square footage of the footprint by less than 25% and are not visible from the public right of way		✓	
Alteration to non-contributing structure (visible from public right-of-way)		✓	
Additions visible from public right-of-way on noncontributing structures which expand the footprint less than 25%		✓	
Alterations to commercial structures (minor)		✓	
Awnings, canopies and patio structures		✓	
Change in use that requires Administrative Review		✓	
Doors and windows (new location and/or material replacement)		✓	

1.3 Application Matrix (Continued)

Reason For Certificate of Appropriateness	Commission Level	Staff Level	No CA Required (Staff Sign-Off)
Driveways and sidewalks (change in location or material)		✓	
Landscaping replacement or removal including hardscape finishes		✓	
Painting of a structure		✓	
Signs (commercial districts)		✓	
Storefront (commercial restoration)		✓	
Brick, wrought iron or stone fences		✓	
Time extensions		✓	
Doors (no change in size or material)			✓
Wood fence, (*requires fence permit)			✓
Inground irrigation systems			✓
Maintenance and ordinary repair of exterior features			✓
Roofing (no change in material or color)			✓
Site improvements (not visible from the right-of-way)			✓
Plants (including flowers and bushes)			✓
Removal of any tree located within the public right-of-way that has been deemed to be a public hazard by Community Forestry			✓
Windows (no change in size, materials or mullion patterns)			✓
Note: Public rights-of-way include streets and sidewalks; however, for the purposes of this document do not include alleys.			

7.3 DECISION MATRIX FOR CERTIFICATE OF APPROPRIATENESS

THE FOLLOWING ARE ITEMS WHICH DO NOT REQUIRE A CERTIFICATE OF APPROPRIATENESS OR STAFF APPROVAL:

- Accessory structures under 120 square feet, not visible from public right-of-way.
- Decks not visible from public right-of-way.
- Doors with no change in size or material.
- Wood fence. Requires Fence Permit.
- Garage doors and related hardware, not visible from public right-of-way.
- Hose reels.
- In-ground irrigation systems.
- Maintenance and ordinary repair of exterior features.
- Paint for single-family residential structures.
- Roofing with no change in material.
- Change in roof material to asphalt composite shingle, wood or ceramic/slate tiles.
- Plants, including flowers and bushes and installation of new trees not within public right of way.
- Vegetative ground cover
- Removal of any tree located within the public right-of-way that has been deemed to be a public hazard by Community Forestry.
- Windows with no change in size or materials.
- Signs for which no permit is required under Title XI, Chapter 11, Boise City Code.
- Temporary seasonal uses such as Christmas tree lots, fireworks or fruit stands, or winter entrance and patio enclosures. (Other approvals may be required per the Zoning Ordinance.)
- Basement egress windows not located on the front elevation.

REASON FOR CERTIFICATE OF APPROPRIATENESS	Harrison, Warm Springs & Cons. Districts	Harrison, Warm Springs & Cons. Districts	All Others	All Others	Same Day Approval
	Public Hearing	Administrative	Public Hearing	Administrative	
1. Alteration to the character-defining façade when viewed from the public right-of-way, or add additional stories.	X		Contributing	Non	
2. Additions or alterations visible from the public right-of-way, but not included in #1 above.		X		X	
3. Change in use that requires a Conditional Use Permit and zoning reclassifications.	X		X		
4. Construction of new structure except for single story garages.	X		X		
5. Demolition of all or greater than 50% of the primary structure, not including garages or accessory structures.	X		Contributing	Non	
6. New garage construction, two-story or containing an accessory dwelling unit (ADU).	X		X		
7. New porch construction visible from public right-of-way.	X		Contributing	Non	
8. Construction of a new accessory dwelling unit (ADU). (Not conversion of existing space.)	X		X		
9. Conversion of existing space to an accessory dwelling unit (ADU) with only minor exterior changes.		X		X	
10. Construction of accessory structures that are single story, over 120 square feet, but less than 500 square feet, and not visible from public right-of-way.		X		X	
11. Additions not visible from public right-of-way.		X		X	
12. Awnings and canopies.					X
13. Change in use that requires Administrative Review.		X		X	
14. Driveways and sidewalks: Change in location or material.					X
15. New garage construction, 1 and 1 ½ story with no plumbing or cooking or other accessory dwelling unit (ADU) facilities.		X		X	
16. Landscaping Changes.					X
17. Painting brick or masonry, not previously painted.		X		X	
18. Roof, introducing new material.		X		X	
19. Windows in new locations or change in materials.		X		X	

REASON FOR CERTIFICATE OF APPROPRIATENESS	Harrison, Warm Springs & Cons. Districts	Harrison, Warm Springs & Cons. Districts	All Others	All Others	Same Day Approval
	Public Hearing	Administrative	Public Hearing	Administrative	
20. Window material change, same size and muntin pattern.					X
21. Brick, stone or wrought iron fences.					X
22. Garage demolition.					X
23. Full demolitions when meeting the requirements of the ordinance for safety concerns.					X
24. Siding changes to an approved material, reveal and profile.					X
25. Modification of previously approved Certificate of Appropriateness when not a topic of discussion by the Commission.		X		X	