



Twin Falls Historic Preservation Commission Agenda

Monday, May 2, 2022, 3:00 PM

203 Main Avenue North
Twin Falls, ID 83301

COUNCIL CHAMBERS

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

Council Liaison: Spencer Cutler

- 1) Confirmation of Quorum/Call Meeting to Order
 - a) **ACTION ITEM:** Election of Chairperson and Vice Chair.
 - b) **PRESENTATION:** Review of Members Terms.
By: Lisa Strickland, City Planner
- 2) Consent Calendar
 - a) Approval of minutes from the following meeting: April 18, 2022
- 3) Certificate of Appropriateness
 - a) **ACTION ITEM:** Request for a Certificate of Appropriateness to install a wall sign on property located at 135 Main Avenue West c/o Olivia Butterworth on behalf of Cloverleaf Market (app. PZ22-0081)
By: Lisa Strickland, City Planner
- 4) Old Business
 - a) **DISCUSSION:** Friends of the Avenues - Update
By: Jonathan Spendlove, Planning & Zoning Director
 - b) **DISCUSSION:** Project List
- 5) New Business - None
- 6) Upcoming Meeting(s)
 - a) **INFORMATIONAL:** Monday, June 6, 2022 at 3:00 pm
- 7) Adjournment

Any person(s) needing special accommodations to participate in the above-noticed meeting could contact Josh Palmer (208) 735-7312 at least two working days before the meeting. Si desea esta información en Español, por favor llame a Josh Palmer al teléfono (208) 735-7312.

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, April 18, 2022, 3:00 PM

203 Main Avenue East
Twin Falls, ID 83301

COUNCIL CHAMBERS SPECIAL MEETING

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

Council Liaison: Spencer Cutler

1) Confirmation of Quorum/Call Meeting to Order

Vice Chair Baughman called the meeting to order at 03:01 PM

A quorum was present.

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

Staff Present: *Strickland, Spendlove, Zollinger, Ebersole*

2) Consent Calendar

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

Unanimously Approved by a vote of 4 to 0.

- a) Approval of minutes from the following meeting: April 4, 2022

3) Certificate of Appropriateness

- a) Request for a Certificate of Appropriateness for a facade change, signage and lighting on property located at 238 Main Avenue North c/o Meghan Billings. (PZ22-0070)

Staff Presentation:

City Planner Strickland presented the request for a Certificate of Appropriateness for a facade change, signage and lighting on property located at 238 Main Avenue North c/o Meghan Billings. (PZ22-0070)

The Certificate of Appropriateness process requires a public meeting in which interested persons can be heard, with regards to the application.

The Historic Preservation Commission shall review the "design guidelines" as they exist or as amended for compliance before issuing a certificate of appropriateness.

The Commission may approve or deny the request.

Any conditions placed by Commission shall be specifically listed on the Certificate and shall be completed as part of the approval.

Any decision of the Commission may be appealed to the City Council.

The property is a non-conforming building constructed circa 1922. There were not any photos of the building in the national historic registry documents however in 2017 the property came through for a Certificate of Appropriateness request to reconstruct the building facade. A photo from that application has been provided in the staff report. The facade was completely reconstructed as shown in the before and after photo provided by the applicant for this request.

The property is currently in the Downtown Historic District and it is zoned CB. The proposed land use of professional office is an outright permitted use in this zone. The applicant is proposing to remove the existing facade that is not original to the building and replace it with brick. A brick facade is quite a common material used throughout the Downtown Historic District. The sign being proposed with goose neck illumination above is similar in nature to other signs found within the district.

Upon conclusion, should the commission approve the request as presented, staff recommends the following condition:

1. Subject to site plan amendments as required by City Code Standards.
2. Subject to the applicant obtaining permits as required by City Code Standards.

Applicant Presentation:

Meghan Billings, applicant, presented her request for a facade change, signage, and lighting on property located at 238 Main Avenue North.

HPC Questions & Comments:

- Commissioner Woodbury asked if there will be any structural changes.
- City Planner Strickland explained there are only facade changes.
- Commissioner Maas asked if they are using real brick.
- Applicant Billings stated they are using real brick.

Discussions Followed: without concerns

MOTION: Commissioner Maas moved to approve the request for a Certificate of Appropriateness for a facade change, signage and lighting on property located at 238 Main Avenue North c/o Meghan Billings. (PZ22-0070), as presented, with staff recommendations. Commissioner Shaffer seconded the motion.

Unanimously Approved by a vote of 4 to 0.

4) Old Business

a) Friends of the Avenue-Update

City Planner Strickland gave an update on Residential Historic District request to City Council. She stated City Council asked staff for a budgetary presentation on the costs of creating the new district. She stated City Council requested hearing this item on the first or second week of May, due to current budget talks.

HPC Questions

- Commissioner Woodbury asked what the biggest portion of this budget is.
- City Planner Strickland shared the full scope of project and how that scope was determined. She stated staff is working with consultants for a base cost request, so there is a rough estimate to bring to City Council.
- Vice Chair Baughman stated there is the old survey of the registry to rely on.
- City Planner Strickland stated it needs to be reviewed to determine if whole requested district area is on the National Registry.
- Commissioner Maas asked if SHPO can help with funding.
- City Planner Strickland stated SHPO can help with a portion of the funding, but the city would have to match. She is not sure if there are enough in-kind hours to match potential funding, so the city would have to put the project in the budget.

b) Proposed Project Ideas List

City Planner Strickland reviewed the project list and asked the commission which projects were they willing to work on.

- Commissioner Woodbury and Lisa Maas stated they would like to work on creating a digital presence.
- Commissioner Maas stated she has discussed with City Planner Strickland getting funding/donations from some of the bigger companies in the city to fund all district video tours. She would like a professional company help create the videos and access them online. She stated it would be a way to share with the 4th grade classes.
- Commissioner Woodbury asked about publishing HPC projects on the website.
- City Planner Strickland addressed how projects could be added to the website/Facebook page. For the website content, Josh Palmer is the city contact to help with the website. She stated that she would need content to publish on the website.
- Commissioner Maas asked about lobby display.
- City Planner Strickland updated the display status. She stated she would like to continue project.
- Commissioner Woodbury stated he would like to get see the 4th grade Idaho history projects displayed in the foyer of City Hall.
- City Planner Strickland shared the idea of having the City Park walking tour made available to the 4th grade classes.
- Commissioner Woodbury will reach out to the school district for projects for the next school year.
- Commissioner Shaffer suggested putting HPC education out at city events. ex. Western days. She suggested putting the photo displays in a booth and have commissioners volunteer to be there and answer questions regarding HPC.
- Planning Technician Ebersole will gather event list for the city park by next meeting.

5) New Business

a) Historic Tour Sip N Cycle

Monica McCue gave her presentation on the idea of partnering with Sip n Cycle to do historic downtown tours. She stated with May being Historic Preservation month, this would be a good time to get started as an education piece. Her idea is to have two 1 hour tours an evening with a member of HPC curating the tour from the bike.

Action Item: Monica McCue will forward contact information and the updates will be added to the May 2 agenda.

b) CSI-Community Education Historic Walking Tours

City Planner Strickland shared Chairperson Culum's update on historic walking tours thru CSI Community Education.

6) Upcoming Meeting(s)

a) Monday, May 2, 2022

7) Adjournment

The meeting adjourned at 03:28 PM

Kelli Ebersole, Technician



Date: Monday, May 2, 2022
To: Historic Preservation Commission
From: Lisa Strickland

ACTION ITEM

Request:

Request for a Certificate of Appropriateness to install a wall sign on property located at 135 Main Avenue West c/o Olivia Butterworth on behalf of Cloverleaf Market (app. PZ22-0081)

Time Estimate:

Approximately 5-10 minutes for the presentation with questions/comments to follow.

Background:

This is a request to grant a Certificate of Appropriateness for a new sign on property located at 135 Main Ave W. The property is zoned CB; Central Business and the proposed land use is retail.

Approval Process:

The Certificate of Appropriateness process requires a public meeting in which interested persons can be heard, with regards to the application. The historic preservation commission shall review the "design guidelines" as they exist or as amended for compliance before issuing a certificate of appropriateness. The Commission may approve, approve with conditions, or deny the request. Any conditions placed by Commission shall be specifically listed on the Certificate and shall be completed as part of the approval. Any decision of the Commission may be appealed to the City Council.

Budget Impact:

n/a

Regulatory Impact:

Per City Code 10-13-1 those properties located within the Twin Falls Downtown Historic District. A certificate of appropriateness shall be required whether a building permit is required. Per the Twin Falls Downtown Historic Guidelines the following apply: 2.1 General Downtown Historic District Guidelines; 3.5 General Design Guidelines for Signs. These guidelines have been provided in the staff report packet. Based on these guidelines, the commission is charged with deciding as to whether the project helps to preserve the character of the district, if the materials are durable, compatible and appropriate.

History:

According to the National Historic Registry, this building has housed grocery and mercantile businesses since 1910. The land use proposed for this space is retail, which is consistent with the historic land uses in the building. The property is listed as contributing and was constructed circa 1909. In February of 2021, this property had a Certificate of Appropriateness approved to replace an existing window with a door to allow for an additional entrance into the building. In January 2022, the property had another Certificate of Appropriateness approved for a facade improvement allowing for the tiled window panes above the retail space to be covered with a wood/plank style overlay. Allowing for the windows to remain in tact but also allowing for sign placement as shown in the sign rendering for this request that would not require attachment directly into the facade of the building.

Analysis:

Approval of a Certificate of Appropriateness is required by the Commission, staff has provided the necessary information and the applicable guidelines for a decision to be made.

Conclusion:

Upon conclusion, should the commission approve the request as present, staff recommends the following conditions:

1. Subject to site plan amendments as required by City Code Standards.
2. Subject to the applicant obtaining permits as required by City Code Standards.

Attachments:

1. HPC Exhibits
2. Applicant Narrative
3. Proposed Sign Rendering
4. NHR Information With Historic Photo
5. 2.1 DOWNTOWN HISTORIC DISTRICT GENERAL GUIDELINES
6. 3.5 GENERAL DESIGN GUIDELINES FOR ALL PROJECTS-SIGNS

Downtown Historic District



National Historic Registry Survey 1999
Downtown Historic District Guidelines 2017

Subject Property



Subject Property	
Current Zoning	CB; Central Business
Existing Land Use	Retail
Proposed Land Use	Retail/Office Upstairs
Comprehensive Plan Designation	Downtown
Zoning Regulation	10-13-1 (C)
Historic District Design Guidelines	Chapter 2.1 Downtown District Chapter 3.5 Signage Chapter 3.6 Materials & Colors Chapter 4.1 Façade Improvements

Front Elevation



Information for Certificate of Appropriateness Application

Item C:

The business located at 135 Main Street will be Cloverleaf Farm Market, which is a market/café selling local Idaho foods and products. The products will center around the Cloverleaf Creamery dairy products (ice creams, milks, creams) and utilized in the coffee shop. We will sell local pastries, pies, breads, deserts, beers, wines, nuts, meats, eggs, vegetables and fruits, honey, jam, jelly, pickled and canned vegetables and fruits, and other local products.

Work will involve basic assembly and serving of food items and regular and thorough cleaning. Waiting on customers, taking orders, scooping ice cream, making waffle cones for ice cream cones, pouring beer and wine, making coffee/lattes, slicing and serving pies and breads, etc.

Although I am not certain on what the exact historical guidelines are for this store/project/building, we do NOT intend to remove, dismantle, modify, color or any way change the windows on the upper store front. Rather, there will be wooden ship lap that will be in front/over/blocking the windows. (Please note that a certificate of appropriateness has already been approved for this shiplap in a previous application by Ajia Property Management). This shiplap is high-quality pine wood and matches the inside of the store and will give a polished, yet rustic look to the building that is consistent with many styles in Idaho.

The piece in question for this application is the sign that will say "CLOVERLEAF". The sign consists of eight individual black iron letters – C- L -O- V- E- R- L- E- A- F that will affix to the steel that the property managers will have on the bottom/side of the shiplap. Each of the eight iron letters will be approximately 3 feet high and 2 feet wide.

Please see the attached photograph of the building on the next page. The main windows are covered in a temporary window paint. The windows in question are above with the arrows. There will be wooden ship lap that will go in front or over the windows a "Cloverleaf" iron sign that will attach in front that shiplap. An example of what the sign will look like is attached following the photograph of the Cloverleaf store.

Per your request, I have provided a copy of my Lease Agreement with Ajia Properties (Chris Jones, Owner) as well as their written consent.

If you have any questions or need additional information, you can reach me at (208) 420-1678 or livvys@hotmail.com

Olivia Butterworth
Livy LLC
Owner, Cloverleaf Farm Market
135 Main Street Twin Falls, ID 83301

CLOVERLEAF

135

Cloverleaf

FARM MARKET

coming soon 2022



16'8"

16'8"

CLOVERLEAF

1'6"

135

Cloverleaf

FARM MARKET

coming soon 2022

9'4"

46. The Gem Building 83-18025
137 Main Avenue W. (133-137 Main Avenue W.)
Contributing
c. 1909

This is a two-story, brick structure with a high parapet on the street elevation. Decorative features include two rows of stepped bricks that emphasize the parapet and step down at the corners, as well as outline two horizontal boxes above the four second-story windows. These openings are one-over-one, double-hung sash with concrete surrounds and lug sills. Two entirely dissimilar treatments separate the stories: to the southeast is the space-aged, arched, concrete awning described under site 45, and to the northwest is a shallow, metal awning and a flat band of vertical, corrugated siding also used on the facade of the one-story building next door (site 47). Plate-glass windows in metal frames and 1950s-era tiles compose the remaining street level wall.

The Twin Falls Grocery and Mercantile Company occupied part of this structure in 1910; by 1914 the Twin Falls Floral Company is listed at no. 137. Young's Hardware occupied the structure during the 1920s. In 1932 the city directory lists the first story as vacant but mentions renters in the rooms above. Twin Falls Glass and Paint Co. occupied the store front at no. 133 from 1942 to 1945; Sav-Mor Drug occupied no. 137 from 1942 to 1960. The pharmacy is currently in business next door at site 47.





Design Guideline Worksheets

Application No: _____

alterations have occurred. If additions have been made more than 50 years ago, the additions may be seen as part of the evolution of the property.

Noncontributing Structure is a property which is outside the period of historical significance or is within the period of significance but has been altered to the degree in which its integrity and historical character has been compromised.

2.1.4 DESIGN GOALS

Maintain and enhance the unique historic character and pedestrian scale of the buildings and their relationship to each other and the street.

GENERAL GUIDELINES 2.1.5 TWIN FALLS DOWNTOWN DISTRICT

POLICY Ensure preservation of the unique character with improvements that respect the historic scale and materiality of existing historic structures, with focus on preservation of key details in high-style buildings.

Appropriate	Meets	Does Not Meet	N/A	Comments
• Repair and restore buildings before considering replacing them, highlighting key details.				
• Maintain the prevalent historic and architectural styles of the district.				
• When adding to an historic building, maintain the prevalent historic and architectural qualities of the district by restoring the historic building and keeping the additions in scale and compatible.				
• Set the street facades with a zero setback to maintain a continuous 'streetwall' consistent with historic properties on the block.				
• Cultural and civic structures are allowed to have 'pride of place' with setbacks and form differences, while maintaining compatible human scale elements at street level.				
• Step back new story additions above the prevalent parapet line of existing and/or adjacent historic structures.				
• Maintain a visual horizontal break element on the facade between the first and second floors.				
• Create ornament and detail for new buildings and additions that are compatible with the existing building. Details should be compatible in providing substantial 'depth' with materials and finishes found traditionally on the building or in the district.				



Design Guideline Worksheets

Application No: _____

Appropriate	Meets	Does Not Meet	N/A	Comments
• When installing new sidewalks or plazas, maintain compatibility with the character of the streetscape.				
• Preserve existing historic outbuildings and significant landscape features including accessible paths and ramps.				
• Locate parking spaces to the rear of the property and/or screened from streets.				
• Preserve the character of the building in adapting it to meet the requirements of the Americans for Disabilities Act.				
• Comply with guidelines for new construction, additions, and methods for construction, maintenance, and repair in the following chapters.				
NOT Appropriate				
• Demolish viable historic structures.				
• Remove existing buildings for surface parking				
• Use incongruous materials such as un-faced concrete, plastic, vinyl, fiberglass, concrete block (CMU), glass block, stucco, EIFS, and corrugated or other metal siding as the dominant building material on additions and new buildings, unless proven as original materials.				
• Locate parking in front of the building on the property unless proven historically located.				
• Conflict with The Secretary of the Interior's Standards for Rehabilitation as state in Chapter 1.2. I				

Signature: _____

Date: _____



CITY OF TWIN FALLS
HISTORIC PRESERVATION COMMISSION
CERTIFICATE OF APPROPRIATENESS ACTION SHEET

Application No: _____

DOWNTOWN & CITY PARK HISTORIC DISTRICT CHAPTER 3: DESIGN GUIDELINES FOR ALL PROJECTS

Contributing Structure is a property which retains a high degree of integrity; the historic fabric is intact and few alterations have occurred. If additions have been made more than 50 years ago, the additions may be seen as part of the evolution of the property.

Noncontributing Structure is a property which is outside the period of historical significance or is within the period of significance but has been altered to the degree in which its integrity and historical character has been compromised.

3.5 SIGNAGE

POLICY Signs should support the character of the district, helping support its particular identity. Signs should generally enhance the architectural features of the building and be of an appropriate pedestrian scale: flat or (minimally shaped), wall mounted or perpendicular from wall, enameled or painted.

Appropriate	Meets	Does Not Meet	N/A	Comments
Locate signs such that they fit within the architectural features of a facade, such as the panel band above the transom windows, above entryways, awnings, or display windows; or project from these areas.				
Line up signs with other signs along the block.				
Scale and orient signs based on pedestrian traffic.				
Use painted/enameled metal or wooden signs.				
Paint signs or gold-leaf directly on windows.				
Preserve or lightly repaint faded or "ghost signs" on brick exteriors.				
Create one sign or aggregate multiple signs for multiple upper floor tenants.				
NOT Appropriate				
Install electronic displays or reader boards.				
Install internally lit/backlit plastic signs				
Include illuminated signs with flashing, moving, or brightness changing elements				
Use plastic on the exterior of a sign.				
Install free standing or roof mounted signs.				

Signature: _____

Date: _____



Date: Monday, May 2, 2022
To: Historic Preservation Commission
From: Jonathan Spendlove

DISCUSSION

Request:

Friends of the Avenues - Update

Time Estimate:

Approximate 5-10 minutes for the presentation with questions/comments to follow.

Background:

On April 4, 2022 the City Council made a motion for the Historic Preservation Commission and Friends of the Avenues to work together and to bring forward budget information. Since the council meeting staff has been directed by the Mayor and the City Manager to create a staff report to be presented on May 9, 2022 to the City Council. Within this report they have ask we provide them information related to the scope of work required to create a local historic district, develop design guidelines and to enforce the regulations if adopted and how much it will cost if they direct the Commission to assist the Friends of the Avenue with the project.

Staff has since begun the due diligence and created a scope of work to request a minimum costs for assistance from a qualified consultant. In order to create a scope of work it required research and review of state statute requirements. Attached is the request I sent to 9 consultants on the Idaho Historic Preservation Consultants List with professional experience in historic preservation and planning.

Establishing a Local Historic District requires compliance with state regulations. Recognizing the items that are to be reviewed made it clear that if the commission will be reviewing these items for the residential properties as we do for our other 3 districts the information used and the design criteria being created needs to be current, accurate and defined clearly so that decisions are not arbitrary. Below is a list of the items that require review and approval from the Historic Preservation Commission administrative approval is not an option. The presentation to Council on May 9, 2022 will be to discuss the budget, the regulatory requirements and how to proceed.

Exterior Features Shall Include:

- Architectural style
- General Design and Arrangement of the exterior of a building or other structure
- Color
- Texture of the building materials
- Type and style of windows
- Doors
- Light Fixtures
- Signs
- Other appurtenant fixtures
- Natural features (trees and shrubs)

Exterior Features for Sign Include:

- Style
- Material

- Size
- Location

Approval Process:

Budget Impact:

Regulatory Impact:

History:

Analysis:

Conclusion:

Attachments:

1. Letter To Consultants
2. Title 67-46 Preservation of Historic Sites

My name is Lisa Strickland, I am City Planner for the City of Twin Falls, Idaho. I received your contact information from the Idaho Historic Preservation Professional Consultants list. I have a potential project that our City Council is asking for some additional information. Specifically, our Council is looking for a rough cost estimate to establish a residential historic district. We are not looking for a maximum cost, but more like a “no less than cost”. If you are interested in helping me with this, the following information is our rough scope of the project.

Our City Council has tasked my team with investigating the pathway to creating a Local Historic District for approximately 300 properties. These properties are located within the [Twin Falls Original Townsite Residential Historic District](#) . I have attached a map showing the area to be resurveyed/updated with this project.

The following contains the draft scope of the project:

- Historic Survey/Update Inventory and list of properties that shows an adequate investigation of the historical, architectural, archeological and cultural significance of the buildings, structures, features, sites or surroundings included in any such proposed historic district has been made.
 - Including updated photos of the properties
- Design guidelines for the area that would be used to review Certificates of Appropriateness (State Statute 67-4608) to include:
 - Architectural style, general design, and general arrangement of exterior building or structures (walls, fences, light fixtures, steps and pavement, or other appurtenant features)
 - Other Items to be included:
 - Color, kind and texture of building materials, type and style of all windows, doors, light fixtures, signs, other appurtenant fixtures.
 - Natural features such as trees and shrubbery.
- Public outreach – 3 meetings/open houses
- Work Sessions with Historic Preservation Commission – 5-6 total meetings
- Public Hearings – 2 (1 Planning and Zoning, 1 City Council)
- Ordinance establishing the district
 - Demolition ordinance (could be combined with district ordinance)
- Final documents and maps for public and staff access (word/PDF versions for website and print copies)

Thank you for your time and I look forward to hearing from you.

TITLE 67
STATE GOVERNMENT AND STATE AFFAIRS

CHAPTER 46
PRESERVATION OF HISTORIC SITES

67-4601. PURPOSE. Whereas the legislature of this state has determined that the historical, archeological, architectural and cultural heritage of the state is among the most important environmental assets of the state and furthermore that the rapid social and economic development of contemporary society threatens to destroy the remaining vestiges of this heritage, it is hereby declared to be the public policy and in the public interest of this state to engage in a comprehensive program of historic preservation, undertaken at all levels of the government of this state and its political subdivisions, to promote the use and conservation of such property for the education, inspiration, pleasure and enrichment of the citizens of this state. It is hereby declared to be the purpose of this act to authorize the local governing bodies of this state to engage in a comprehensive program of historic preservation.

[67-4601, added I.C., sec. 67-4601, as added by 1975, ch. 142, sec. 2, p. 324.]

67-4602. DEFINITIONS. As used in this act:

a. "Historic property" shall mean any building, structure, area or site that is significant in the history, architecture, archeology or culture of this state, its communities or the nation.

b. "Historic preservation" shall mean the research, protection, restoration and rehabilitation of buildings, structures, objects, districts, areas, and sites significant in the history, architecture, archeology or culture of this state, its communities or the nation.

[67-4602, added I.C., sec. 67-4602, as added by 1975, ch. 142, sec. 2, p. 324.]

67-4603. PRESERVATION COMMISSIONS AUTHORIZED -- MEMBERS -- APPOINTMENT -- TERM -- STAFF. The governing body of any county or city is hereby authorized to establish a historic preservation commission hereinafter referred to as "the commission," to preserve, promote, and develop the historical resources of such county or city in accordance with the provisions of this act. The commission shall consist of not less than five (5) and not more than ten (10) members, who shall be appointed by the governing body with due regard to proper representation of such fields as history, architecture, urban planning, archeology and law. All members of the commission shall serve terms not to exceed three (3) years, being eligible for reappointment as shall be specified by the governing body. The commission may employ such qualified staff personnel as it deems necessary.

[67-4603, added I.C., sec. 67-4603, as added by 1975, ch. 142, sec. 2, p. 324.]

67-4604. POWERS AND DUTIES OF COMMISSIONS. Any county or city historic preservation commission established pursuant to this act shall be authorized to:

- a. Conduct a survey of local historic properties.
- b. Acquire fee and lesser interests in historic properties, including adjacent or associated lands, by purchase, bequest or donation, but shall not be authorized to acquire historic properties by condemnation.
- c. Preserve, restore, maintain and operate historic properties under the ownership or control of the commission.
- d. Lease, sell and otherwise transfer or dispose of historic properties subject to rights of public access and other covenants and in a manner that will preserve the property.
- e. Contract, with the approval of the local governing body, with the state or federal government, or any agency of either, or with any other organization.
- f. Cooperate with the federal, state and local governments in the pursuance of the objectives of historic preservation.
- g. Participate in the conduct of land use, urban renewal and other planning processes undertaken by the county or city.
- h. Recommend ordinances and otherwise provide information for the purposes of historic preservation to the county or city governing body.
- i. Promote and conduct an educational and interpretive program on historic properties within its jurisdiction.
- j. Enter, solely in performance of its official duties and only at reasonable times, upon private lands for examination or survey thereof. However, no member, employee or agent of the commission may enter any private property, building or structure without the express consent of the owner or occupant thereof.

[67-4604, added I.C., sec. 67-4604, as added by 1975, ch. 142, sec. 2, p. 324.]

67-4605. FUNDING OF OPERATIONS. (1) For the purpose of providing funds for a historic preservation commission the governing body of any city which has established such a commission may:

- (a) Provide funds to the commission from current revenues;
- (b) Receive and expend moneys from any other sources; or
- (c) Use any combination of paragraphs (a) and (b) of this subsection.

(2) For the purpose of providing funds for a historic preservation commission the governing body of any county which has established such a commission may provide funds to the commission from current revenues in accordance with the provisions regarding county historical societies, as found in section [31-864](#), Idaho Code.

(3) Any funds received by a historic preservation commission may be accumulated from year to year and need not be expended during any one (1) fiscal year, provided that the maximum accumulation of funds received from ad valorem taxes shall not exceed twice the amount of money authorized by the levy authorized by subsection (1) or (2) of this section.

[67-4605, added I.C., sec. 67-4605, as added by 1975, ch. 142, sec. 2, p. 324.]

67-4606. ACQUISITION OF PROPERTY. (1) All lands, buildings, structures, sites or areas acquired by funds appropriated by a county or city shall be acquired in the name of the county or city unless otherwise provided by the governing board. So long as owned by the county or city, historic properties may be maintained by or under the supervision and control of the

county or city. However, all lands, buildings or structures acquired by a historic preservation commission from funds other than those appropriated by a county or city may be acquired and held in the name of the historic preservation commission, the county or municipality, or both.

(2) Nothing in this chapter shall be construed to allow the designation, regulation, conditioning, restriction or acquisition of historic buildings, structures, sites or areas, or other properties or facilities owned by the state or any of its political subdivisions, agencies or instrumentalities.

[67-4606, added I.C., sec. 67-4606, as added by 1975, ch. 142, sec. 2, p. 324; am. 2001, ch. 259, sec. 1, p. 932.]

67-4607. HISTORIC DISTRICTS. A county or city may establish by ordinance one (1) or more historic districts within the area of its jurisdiction. No historic district or districts shall be designated until the following requirements are met:

a. The local historic preservation commission appointed by the governing body of the county or city shall make an investigation of the historical, architectural, archeological and cultural significance of the buildings, structures, features, sites or surroundings included in any such proposed historic district. The commission shall report its findings to the local planning board for their consideration and recommendation.

b. Sixty (60) days after such transmittal the commission shall hold a public hearing thereon after due notice, which shall include written notice, postage prepaid, to the owners of all properties to be included in such district.

c. The commission shall submit a final report with its recommendations and a draft of a proposed ordinance to the county or city governing body. Any such ordinance may, from time to time, be amended in the same manner.

d. Nothing in this chapter shall authorize or be construed to allow the designation, regulation, conditioning or restriction by ordinance or other means of any property or facility owned by the state of Idaho.

[67-4607, as added by 1975, ch. 142, sec. 2, p. 324; am. 2001, ch. 259, sec. 2, p. 933.]

67-4608. CERTIFICATE OF APPROPRIATENESS. Except as provided in section [67-4607](#) d., Idaho Code, after the designation of a historic district, no exterior portion of any building or other structure (including walls, fences, light fixtures, steps and pavement, or other appurtenant features) nor aboveground utility structure nor any type of outdoor advertising sign 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. The county or city shall require such a certificate to be issued by the commission prior to the issuance of a building permit or other permit granted for purposes of constructing or altering structures. A certificate of appropriateness shall be required whether or not a building permit is required. For purposes of this chapter, "exterior features" shall include the architectural style, general design and general arrangement of the exterior of a building or other structure, including the color, the kind and texture of the building material and type and style of all windows, doors, light fixtures, signs, other appurtenant fixtures and natural

features such as trees and shrubbery. In the case of outdoor advertising signs, "exterior features" shall be construed to mean the style, material, size and location of all such signs. The commission shall not consider interior arrangement and shall take no action under this section except for the purpose of preventing the construction, reconstruction, alteration, restoration, moving or demolition of buildings, structures, appurtenant fixtures, outdoor advertising signs or natural features in the historic district which would be incongruous with the historical, architectural, archeological or cultural aspects of the district.

[67-4608, added I.C., sec. 67-4608, as added by 1975, ch. 142, sec. 2, p. 324; am. 2001, ch. 259, sec. 3, p. 933.]

67-4609. CHANGE IN USE. No change in the use of any structure of property within a designated historic district shall be permitted until after an application for a certificate of appropriateness has been submitted to and approved by the historic preservation commission. The county or city shall require such a certificate to be issued by the commission prior to the approval of any change of zoning classification within the historic district.

[67-4609, added I.C., sec. 67-4609, as added by 1975, ch. 142, sec. 2, p. 324.]

67-4610. NOTICE TO OWNER -- APPEAL. Prior to issuance or denial of a certificate of appropriateness the commission shall take such action as may reasonably be required to inform the owners of any property likely to be materially affected by the application, and shall give the applicant and such owners an opportunity to be heard. In cases where the commission deems it necessary, it may hold a public hearing concerning the application. If the commission determines that the proposed construction, reconstruction, alteration, moving or demolition is appropriate, it shall forthwith approve such application and shall issue to the applicant a certificate of appropriateness. If the commission determines that a certificate of appropriateness should not be issued, it shall place upon its records the reasons for such determination and shall forthwith notify the applicant of such determination, furnishing him an attested copy of its reasons therefor and its recommendations, if any, as appearing in the records of said commission. The commission may approve such application in any case where the owner would suffer extreme hardship, unless the certificate of appropriateness were issued forthwith. Any applicant aggrieved by a determination of the commission may appeal to the appropriate governing body. An appeal from the appropriate governing body may be taken to the district court for the county in which the land concerned is situated.

[67-4610, added I.C., sec. 67-4610, as added by 1975, ch. 142, sec. 2, p. 324.]

67-4611. ORDINARY REPAIRS -- SAFETY. Nothing in this act shall be construed to prevent the ordinary maintenance or repair of any exterior feature in a historic district which does not involve a change in design, material, color or outer appearance thereof, nor to prevent the construction, reconstruction, alteration, restoration or demolition of any such feature which the building inspector or similar official shall certify is required by the public safety because of an unsafe or dangerous condition.

[67-4611, added I.C., sec. 67-4611, as added by 1975, ch. 142, sec. 2, p. 324.]

67-4612. SPECIAL RESTRICTIONS. In addition to any power or authority of a county or city to regulate by planning or zoning laws and regulations or by local laws and regulations, the governing body of any county or municipality is empowered to provide by ordinances, special conditions or restrictions for the protection, enhancement and preservation of historic properties; provided however, that nothing in this chapter shall authorize or be construed to allow the designation, regulation, conditioning or restriction by ordinance or other means of any property or facility owned by the state of Idaho.

[67-4612, added I.C., sec. 67-4612, as added by 1975, ch. 142, sec. 2, p. 324; am. 2001, ch. 259, sec. 4, p. 934.]

67-4613. HISTORIC EASEMENTS. Any county or city may acquire, by purchase, or donation, historic easements in any area within their respective jurisdictions wherever and to the extent that the governing body of the county or city determines that the acquisition will be in the public interest. For the purpose of this section, "historic easement" means any easement, restriction, covenant or condition running with the land, designated to preserve, maintain or enhance all or part of the existing state of places of historical, architectural, archeological or cultural significance.

[67-4613, added I.C., sec. 67-4613, as added by 1975, ch. 142, sec. 2, p. 324.]

67-4614. DESIGNATION AS HISTORIC PROPERTY. The local governing body of any county or city may adopt an ordinance designating one (1) or more historic properties on the following criteria: historical, architectural, archeological and cultural significance; suitability for preservation or restoration; educational value; cost of acquisition, restoration, maintenance, operation or repair; possibilities for adaptive or alternative use of the property; appraised value; and the administrative and financial responsibility of any person or organization willing to underwrite all or a portion of such costs. In order for any historic property to be designated in the ordinance, it must in addition meet the criteria established for inclusion of the property in the national register of historic places. For each designated historic property, the ordinance shall require that the waiting period set forth in section [67-4615](#), Idaho Code, be observed prior to its demolition, material alteration, remodeling or removal. The ordinance shall also provide for a suitable sign or marker on or near the property indicating that the property has been so designated; provided however, that nothing in this chapter shall authorize or be construed to allow the designation, regulation, conditioning or restriction by ordinance or other means of any property or facility owned by the state of Idaho.

[67-4614, added I.C., sec. 67-4614, as added by 1975, ch. 142, sec. 2, p. 324; am. 2001, ch. 259, sec. 5, p. 934.]

67-4615. PROCEDURE FOR DESIGNATION. No ordinance designating a historic property pursuant to section [67-4614](#), Idaho Code, may be adopted until the following procedural steps have been taken:

a. The local historic preservation commission shall make an investigation and report on the historical, architectural, archeological or cultural significance of the property in question.

b. The local governing body shall hold a public hearing on the proposed ordinance, after giving sufficient written notice to the owners and occupants of the property and posting public notice in its normal manner.

c. Following such public hearing, the local governing body may act on the ordinance.

d. Upon adoption of the ordinance, the owners and occupants of each designated historic property shall be given written notification of such designation by the local governing body. One (1) copy of the ordinance shall be filed by the local historic preservation commission in the office of the county recorder for the county in which the property is located.

e. The local historic preservation commission shall give notice of such designation to the tax assessor of the county in which the property is located. The designation and any recorded restrictions upon the property limiting its use for preservation purposes shall be considered by the tax assessor in appraising it for tax purposes.

[67-4615, added I.C., sec. 67-4615, as added by 1975, ch. 142, sec. 2, p. 324.]

67-4616. CHANGE IN USE OF HISTORIC PROPERTY. (1) A historic property designated by ordinance as herein provided may be demolished, materially altered, remodeled, relocated or put to a different use only after one hundred eighty (180) days' written notice of the owner's proposed action has been given to the local historic preservation commission. During this period, the commission may negotiate with the owner and with any other parties in an effort to find a means of preserving the property. During this period, or at any time prior thereto following notice of designation to the owner as provided in section [67-4615](#) d., Idaho Code, and where such action is reasonably necessary or appropriate for the continued preservation of the property, the commission may enter into negotiations with the owner for the acquisition by gift, purchase, or exchange of the property or any interest therein. The commission may reduce the waiting period required by this section in any case where the owner would suffer extreme hardship, unless a reduction in the required period were allowed. The commission shall have the discretionary authority to waive all or any portion of the required waiting period, provided that the alteration, remodeling, relocation or change of use is undertaken subject to conditions agreed to by the commission insuring the continued maintenance of the historical, architectural, archeological or cultural integrity and character of the property.

(2) Nothing in this chapter shall be construed to prevent the ordinary maintenance or repair of any exterior feature in or on a historic property that does not involve a change in design, material, or outer appearance thereof, nor to prevent the construction, reconstruction, alteration, restoration, demolition or removal of any such feature when a building inspector or similar official certifies to the commission that such action is required for the public safety because of an unsafe or dangerous condition.

(3) Nothing in this act shall authorize or be construed to allow the designation, regulation, conditioning or restriction by ordinance or other means of any property or facility owned by the state of Idaho.

[67-4616, added I.C., sec. 67-4616, as added by 1975, ch. 142, sec. 2, p. 324; am. 2001, ch. 259, sec. 6, p. 934.]

67-4617. PENALTIES. The governing body of any county or city may enact an ordinance to prevent the deterioration by willful neglect of any designated historic property or any property within an established historic district. Any property owner violating an ordinance established pursuant to this section shall be guilty of a misdemeanor punishable by a fine not exceeding three hundred dollars (\$300). Each day that a violation continues to exist shall constitute a separate offense.

[67-4617, added I.C., sec. 67-4617, as added by 1975, ch. 142, sec. 2, p. 324.]

67-4618. EXEMPTION FROM HEALTH OR BUILDING CODES. The governing body of any county or city, in order to promote the preservation and restoration of historic properties within its jurisdiction, may exempt a historic property from the application of such standards contained in the county or city health or building codes, or both, as the governing body, upon recommendation of the local historic preservation commission, shall determine would otherwise prevent or seriously hinder the preservation or restoration of said historic property.

[67-4618, added I.C., sec. 67-4618, as added by 1975, ch. 142, sec. 2, p. 324.]

67-4619. TRANSFER OF DEVELOPMENT RIGHTS. Any county or city governing body may establish procedures authorizing owners of designated historic properties to transfer development rights in such amounts and subject to such conditions as the governing body shall determine. For the purposes of this section, "development rights" are the rights granted under applicable local law respecting the permissible bulk and size of improvements erected thereon.

[67-4619, added I.C., sec. 67-4619, as added by 1975, ch. 142, sec. 2, p. 324.]

Proposed Project Ideas

Education/Training Commissioners

Education Community – [Jennifer Shaffer](#)

Interpretive Sign

Walking Tours

Virtual Walking Tours – [Lisa Maas](#)

4th Grade Idaho History Curriculum/Project Ideas – [Ben Woodbury](#), [Lisa Maas](#)

Travel Trunk/Museum

Preservation Workshop

Create a Digital Presence – [Ben Woodbury](#), [Lisa Maas](#)

Residential Historic District & Design Guidelines

Evil Kniefel Jump Site Historic Location Nomination

Re-survey Downtown Historic District

Special Events – [Jennifer Shaffer](#)

Sip N Cycle Tours -

Applicant	Purpose	Location
TF WESTERN DAYS COMMITTEE	TF WESTERN DAYS 2022	TF CITY PARK
PAINT MAGIC PICNIC	PAINT MAGIC PICNIC	TF CITY PARK
SUSAN HALL	TRICK OR TREAT MAIN STREET	MAIN AVE
TF MUNICIPAL BAND	TFMB ANNUAL CONCERT SERIES	TF CITY PARK
KHRISTIN QUIGLEY	MARKET ON MAIN	100 BLOCK MAIN AVE N BETWEEN SHOSHONE AND GOODING
VOICES AGAINST VIOLENCE	WALK A MILE IN HER SHOES SP EVENT	VISITORS CENTER
SOUTHERN ID TOURISM	SHOSHONE PARK AFTER DARK	SHOSHONE FALLS PARK
VOICES AGAINST VIOLENCE	CANDLELIGHT VIGIL	TWIN FALLS CITY PARK
NATIONAL DAY OF PRAYER COMMITTEE	NATIONAL DAY OF PRAYER	TWIN FALLS CITY PARK
RICK MILLS	IBCC SUMMER TOUR 2022	TWIN FALLS CITY PARK
MAGIC VALLEY KID MARKET	MAGIC VALLEY KID SUMMER MARKET	TWIN FALLS CITY PARK
BAREFOOT MEDIA MINISTRIES	PARKTACULAR EVENT	TWIN FALLS CITY PARK
ROSALINDA PAIZ	CINCO DE MAYO MOTHERS DAY FIESTA	TWIN FALLS CITY PARK
TERRY PATTERSON	TWIN FALLS OLD TOWN CRITERIUM	DOWNTOWN TWIN FALLS
THE GO AGENCY	TWIN FALLS OKTOBERFEST	MAIN AVE DOWNTOWN
AMAZING GRACE FELLOWSHIP	THE GATHERING CONCERT	TWIN FALLS CITY PARK BANDSHELL
HAWKES LEGION BASEBALL	HAWKES CORN HOLE TOURNAMENT	FRONTIER FIELDS
TWIN FALLS POLICE FOP LODGE 22	MV LAW ENFORCEMENT MEMORIAL	TWIN FALLS CITY PARK
BRANDEN HERMAN	DUGOUT SPORTS BAR GRAND OPENING	BLUE LAKES BLVD N
IDAHO HOSPICE	IDAHO HOSPICE ANNUAL MEMORIAL	TWIN FALLS CITY PARK BANDSHELL
CHEYENNE PRESLAR	COLOR SPLASH WARS	MAIN AVE E
ENGAGE IN EDUCATION- TFSD	ENGAGE IN EDUCATION: A TFSD CELEBRATION OF EDUCATION IN TWIN FALLS	TWIN FALLS CITY PARK
FIRST FEDERAL BANK	ROCK PAPER SCISSORS EVENT	DOWNTOWN COMMONS
SARI JAYO	PARADE OF HOMES BBQ SNEAK PEEK	HARMON PARK
ST EDWARDS CATHOLIC SCHOOL	ST ED'S SCHOOL VARIETY SHOW	TWIN FALLS CITY PARK BAND SHELL
CODY RIDDLE	NEW JOURNEY CHURCH	CITY PARKS
BRASS RING AMUSEMENTS	SPRING FLING AT THE MV MALL	POLE LINE RD E
RONALD MC DONALD HOUSE CHARITIES	SIPPIN AT SUNSET SPECIAL EVENT	4TH AVE S (STONE HOUSE& CO)
ROCK CREEK CELEBRATION CENTER	MAGIC VALLEY PRIDE PARADE AND STREET DANCE	DOWNTOWN
TWIN FALLS PUBLIC LIBRARY	TWIN FALLS PUBLIC LIBRARY SUMMER READING FINALE	TF CITY PARK
TWIN FALLS TONIGHT COMMITTEE	TWIN FALLS TONIGHT CONCERTS	DOWNTOWN COMMONS