



Twin Falls Historic Preservation Commission Agenda

Monday, December 2, 2024, 3:00 PM

Members: Doug Baughman Chairperson, Jennifer Shaffer Vice Chairperson, Terry McCurdy, Sharon Dowdle, Gary Sipe

Council Liaison: Spencer Cutler

- 1) Confirmation of Quorum/Call Meeting to Order
- 2) Consent Calendar
 - a) Approval of minutes from the following meeting: September 9, 2024.
- 3) Certificate of Appropriateness
- 4) Old Business
- 5) New Business
 - a) Training
- 6) Upcoming Meeting(s)
 - a) January 6, 2025
 - b) Calendar for 2025
- 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.



Date: Monday, December 2, 2024
To: Historic Preservation Commission
From:

ACTION ITEM

Request:

Approval of minutes from the following meeting: September 9, 2024.

Time Estimate:

Background:

Approval Process:

Budget Impact:

Regulatory Impact:

History:

Analysis:

Conclusion:

Attachments:

1. 090924 Minutes draft



Twin Falls Historic Preservation Commission Minutes

Monday, September 9, 2024, 3:00 PM

Members: Doug Baughman Chairperson, Jennifer Shaffer Vice Chairperson, Terry McCurdy, Sharon Dowdle, Gary Sipe

Council Liaison: Spencer Cutler

1) Confirmation of Quorum/Call Meeting to Order

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

A quorum was present.

2) Consent Calendar

- a) Approval of minutes from the following meeting: May 6, 2024

MOTION: Jennifer Shaffer moved to approve minutes from May 6, 2024, and May 20, 2024. Sharon Dowdle seconded the motion. Roll call vote showed all members present voted.

Approved 5 to 0.

- b) Approval of minutes from the following meeting: May 20, 2024

3) Certificate of Appropriateness

- a) Request for a Certificate of Appropriateness for exterior modifications to property located at 125 Main Ave W c/o Briten L Perron (PZ24-0096)

Staff Presentation:

Planner Strickland presented the request for a Certificate of Appropriateness for exterior modifications to property located at 125 Main Ave W c/o Briten L Perron (PZ24-0096)

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.

This is a request to grant a Certificate of Appropriateness for property located at 125 Main Ave W. The building is located within the Downtown Historic District. The property is zoned CB. Originally, this building was constructed as an annex to the Perrine Hotel that was next door. Since then, it has been converted into tenant spaces for retail use. The proposed land use for this request is residential on the upper floor with commercial on the first floor. The building was constructed circa 1907 falling within the period of significance for the historic district. However, the building has been altered to the degree in which its integrity and historical character has been compromised and deemed non-contributing.

The applicant is proposing to convert the upper level of the building into a residence. The changes made to the building over time have covered the existing window framing with stucco applied to the south wall. This request is to install windows back into the upper floor to offer natural light and ventilation for the proposed residential dwelling. The plan would be to install the windows along the upper floor and carry the scalloped design from the front of the building exterior to the side of the building to help blind the two walls.

The applicant is also proposing to replace a window on the front entrance of the building with a door allowing direct access from the sidewalk to the upper floor of the building, for more private access to the residential area.

Along the back of the building, the applicant would like to add a door and install windows where there are several plywood sheets covering holes where windows and a door were located. Once the modifications have been made, the roof area would be converted into an outdoor living space with a pergola, seating, ambient lighting and a staircase to meet life safety requirements for exiting.

Staff reviewed the request along with the photos provided by the applicant and their architect. The goal of historic preservation is to maintain existing buildings and, if possible, adapt them to a use that makes the properties more viable. By converting the upper floor of this building to a residence, it would help revitalize an existing structure within our historic downtown. Considering the current state of the rooftop area with holes covered by plywood, it stands to reason that installation of windows and doors would be a better approach to preservation. Staff would recommend that approval of the changes proposed would improve the integrity of the building helping to extend the life of the building.

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. Per the Twin Falls Downtown Historic Guidelines the following guidelines apply: 2.1 General Guidelines 4.1 Facade Improvements and 4.3 Miscellaneous Life Safety Improvements. These guidelines have been provided in the staff report packet.

Should the Commission approve the request, staff recommends the following conditions:

1. Subject to site plan amendments as required by City Codes and standards.
2. Subject to the applicant obtaining permits as required by City Codes and standards.

HPC/Questions & Comments:

- Chairperson Baughman feels the differences would make this contributing now.
- Commissioner Sipe asked about parking with tenants.
- Planner Strickland explained that this is in the parking overlay that doesn't require on-site parking.
- Commissioner McCurdy asked if all the lots are public parking.
- Planner Strickland showed on the map which ones are public and which are private.

Applicant Presentation:

Britten Perron explained that there are 2 parking spaces by the stairs in back.

- Chairperson Baughman asked about the roof and will it be visible from the front.
- Britten Perron said it will not be.
- Commissioner Shaffer asked if the window frames will match .
- Britten Perron stated the back will match the front.
- Chairperson Baughman asked if the windows are going to be arched.
- Britten Perron stated they will be rectangle.
- Commissioner McCurdy asked about the roof and what that looked like.
- Britten Perron showed some pictures on the screen.
- Commissioner Dowdle asked if it will be residential and commercial.
- Britten Perron stated that it would.

MOTION: Commissioner Shaffer moved to approve the request for a Certificate of Appropriateness for exterior modifications to property located at 125 Main Ave W c/o Briten L Perron (PZ24-0096). Commissioner Sipe seconded the motion. Roll call vote showed all members present voted.

Approved 5 to 0.

4) Old Business

5) New Business

6) Upcoming Meeting(s)

a) October 7, 2024

7) Adjournment

The meeting adjourned at 03:23 PM

Jody Green, Planning Technician



Date: Monday, December 2, 2024
To: Historic Preservation Commission
From:

ACTION ITEM

Request:

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Time Estimate:

Background:

Approval Process:

Budget Impact:

Regulatory Impact:

History:

Analysis:

Conclusion:

Attachments:

None

City of Twin Falls, Idaho

Historic Preservation Commission

Schedule of Regular Meetings

Year 2025



The following is a schedule for **2025** Historic Preservation Commission meetings. The Historic Preservation Commission meetings are held on the 1st Monday of every month, unless otherwise posted. The regular meetings start at **3:00 P.M.** and are held in the **City Hall** located at **203 Main Avenue East**, Twin Falls, Idaho.

Meeting date
January 13
February 3
March 3
April 7
May 5
June 2
July 7
August 4
September 8
October 6
November 3
December 1

A complete application must be submitted no less than 10 Business days prior to the upcoming meeting to be included on that meeting agenda.