



Twin Falls Historic Preservation Commission Agenda

Monday, January 13, 2025, 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
 - a) **ACTION ITEM:** Request for a Certificate of Appropriateness to allow a new signage on property located at 301 Main Ave W. c/o Twin Falls School District (app. PZ25-001)
- 4) Old Business
- 5) New Business
 - a) **DISCUSSION:** 2025 Idaho Historic Preservation Month
By:
 - b) **DISCUSSION:** 2025 Historic Preservation Photo Library
By:
- 6) Upcoming Meeting(s)
 - a) February 3, 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.



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, January 13, 2025
To: Historic Preservation Commission
From: Lisa Strickland, City Planner

ACTION ITEM

Request:

Request for a Certificate of Appropriateness to allow a new signage on property located at 301 Main Ave W. c/o Twin Falls School District (app. PZ25-001)

Time Estimate:

Approximately 5-10 minute presentation with questions/comments to follow.

Background:

This is a request for a certificate of appropriateness for a sign to be placed on a building located with the Downtown Historic District.

Per the Twin Falls Downtown Historic Guidelines the General Guidelines and Sign Guidelines are applicable to this request and have been provided in the staff report packet.

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 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 City Park, Downtown or Warehouse Historic District. require approval for a certificate of appropriateness for exterior modifications to the property whether or not a building permit is required.

Historic Design Guidelines are used to evaluate the request and based on these guidelines determine if the proposed change

1. helps to preserve the character of the building and the district
2. if the proposed materials are appropriate, durable and compatible with the building and district.

History:

The property is located in the Commercial Central Business zoning district with a P-1 Parking Overlay. It is a non-contributing building constructed circa 1918. The property was Moon's Paint and Glass until 1971. Spencer's Stationery occupied the building from 1978 to 1991. The building is currently used by Community Health and the Twin Falls School District. The property located at 301 Main Avenue West is

located within the boundary of the Downtown Historic District. On March 30, 2017 the commission approved a Certificate of Appropriateness for the construction of a new roof and on November 20, 2017 the commission approved a Certificate of Appropriateness to replace the siding on the building. The current request is to install a sign on the front of the building for Community Health.

Analysis:

The wall sign will be manufactured and will be flat cut out letters painted black. The sign will not be illuminated and will be approximately 8.22 sq. ft. Staff has reviewed the request based the downtown historic district general guidelines and signs appropriateness. The window sign will be approximately 3' x 2'.5 1/8" made of white vinyl and attached to the window on the right side of the building entrance. The proposed signs are suitable for the building and are compatible with the guidelines. Adding the signs to the building would not be detrimental to the building nor the district.

Conclusion:

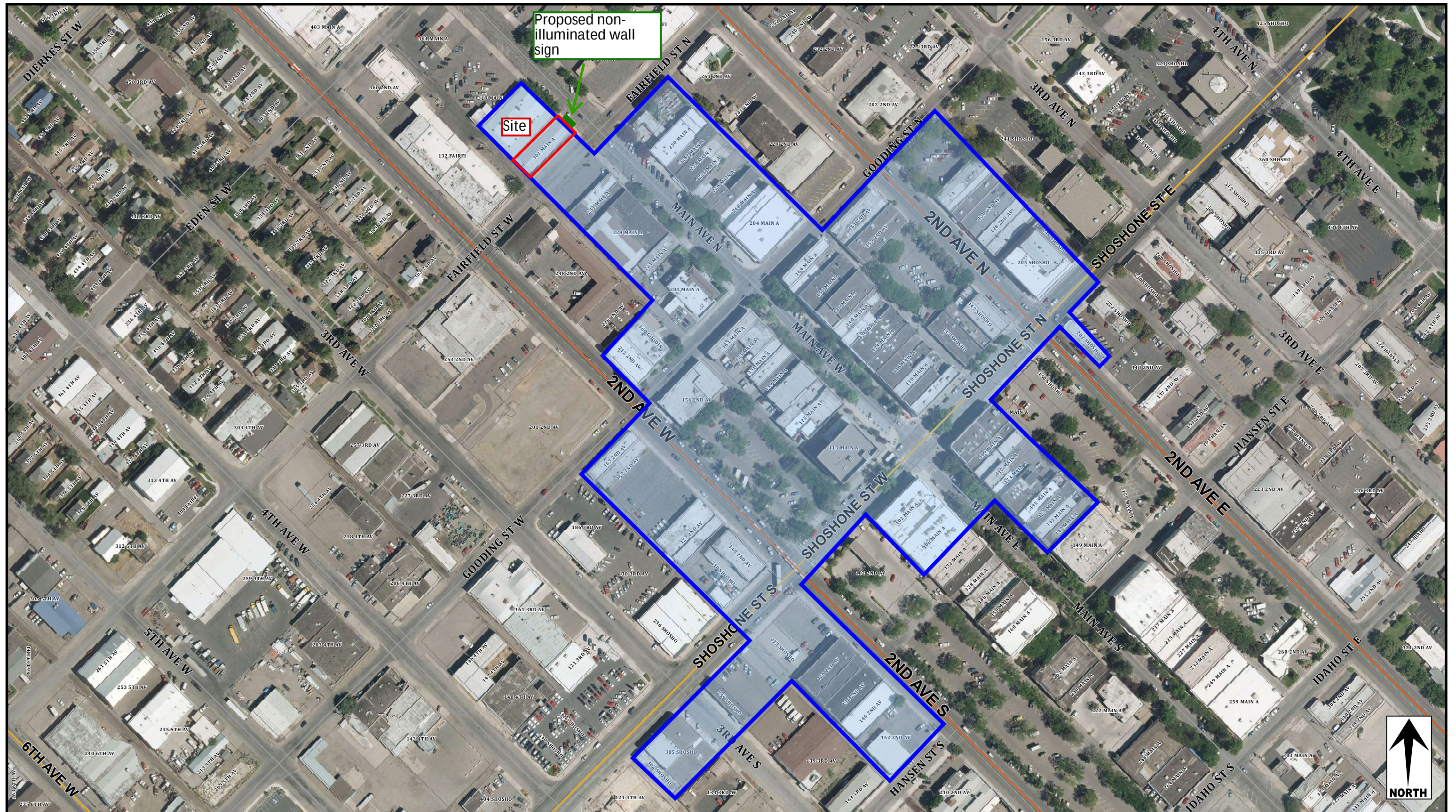
Based on the information provided and the downtown historic district guidelines staff would be in support of approving the request. Should the Commission approve the request staff recommends the approval be subject to:

1. Any site plan amendments as required by City Codes and standards
2. Obtaining permits as required by City Codes and standards.

Attachments:

1. Site Location Map
2. Narrative
3. Sign Rendering
4. National Historic Registry Information
5. 2.1 General Guidelines for Downtown District
6. 3.1 Signage Guidelines for Downtown Historic District

Twin Falls Downtown Historic District





December 17, 2024

City of Twin Falls
Historical Committee
324 Hansen Street East
Twin Falls, ID 83303

Re: New Signage for Twin Falls School District Community Center

To Whom it May Concern:

We would like to apply for a Certificate of Appropriateness for a wall sign for Twin Falls School District Community Center located at 301 Main Ave W, in the historic district. The property owner is the client and has given permission for the sign installation.

The wall sign will be flat cut out letters painted black. The sign will not be illuminated. The sign will be 8.22 SQ FT.

The sign will be manufactured by Lytle Signs, and professionally installed by Lytle Signs. There will be no hand lettering or painting, and no plastic will be used. It will have a professional appearance. The new sign will be designed to complement the neighboring businesses and will not have a negative impact on the uniformity of the historical district requirements.

Sincerely,

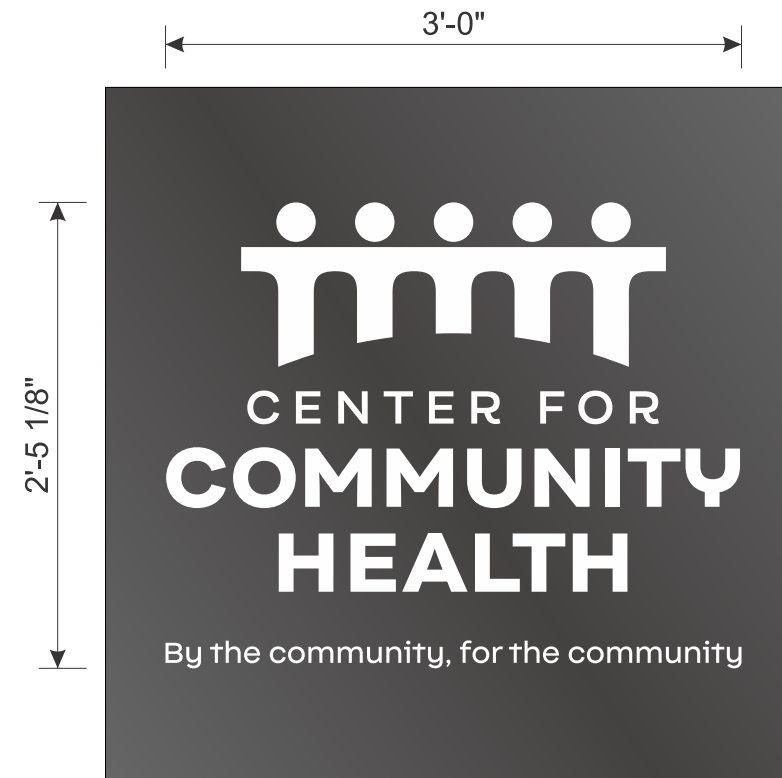
Peyton Lookingbill
Lytle Signs



WALL SIGN

.125 FLAT CUT ALUMINUM LETTERS PAINTED BLACK
FLUSH MOUNTED TO ALUMINUM BACKER PANELS PAINTED BRIGHT WHITE

FLUSH MOUNTED ON CORRUGATED METAL BUILDING



WINDOW VINYL

STRIP EXISTING COPY & GRAPHIC FROM
WINDOW TO RIGHT OF DOOR

APPLY NEW WHITE HP VINYL
COPY & GRAPHICS TO GLASS



AN EMPLOYEE OWNED COMPANY

CLIENT: Twin Falls School District	
ADDRESS: 301 Main Ave. W. Twin Falls, ID	
DATE: 10-22-2024	
SCALE: 1"=1'	
ACCOUNT EXECUTIVE: CL	
DRAWN BY: RL	
FILE NAME: Twin Falls School District\Community Center pkg J12910.	
JOB #: J12910	
REVISIONS:	
PAGE	1 OF 2
LYTLE SIGNS © 2024 ALL RIGHTS RESERVED	
Twin Falls P.O. BOX 305 1925 KIMBERLY RD. TWIN FALLS, ID 83303 208.733.1739 1.800.621.6836 fax 208.736.8653	
Boise/Meridian 2070 E. COMMERCIAL ST. MERIDIAN, ID 83642 208.388.1739 fax 208.388.3966	
lytlesigns.com	
APPROVED BY:	
DATE:	

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United States Department of the Interior
National Park Service

National Register of Historic Places Continuation Sheet

Section number 7 Page 33

Name of Property Twin Falls Downtown Historic District

County and State Twin Falls, Twin Falls Co., Idaho

56. Moon's Paint and Glass 83-18033
301 Main Avenue W.
Non-contributing
1918

This one-story, brick building occupies a corner site on Main Avenue W. and Third Street W. The application of wood siding has compromised the integrity of the structure.

Edgar A. Moon, a contractor, established a paint and glass business in this building in 1918. Besides window glass, he also carried glass products for automobiles, such as windshields and headlights. Moon's Paint and Glass remained at this location until 1971. Spencer's Stationery occupied the building from 1978 to 1991. The building is currently used by a social service agency.



2.1.5 GENERAL GUIDELINES: TWIN FALLS DOWNTOWN DISTRICT

IT IS GENERALLY APPROPRIATE TO:



Appropriate restoration of building.



Appropriate 'streetwall' with zero setbacks.



Appropriate visual break at floor break.



Appropriate complementary detail on addition.



Acceptable screening of off-street parking.

- 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.
- 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.

IT IS GENERALLY NOT APPROPRIATE TO:

- 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.



Inappropriate material selection.



Inappropriate material selection.



Inappropriate screening of off-street parking.

3.5 Signage (Amended 03-08-21)

Policy

Signs should support the character of the district, helping support its 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. Refer to City Code Title 10 Chapter 9 for sign code regulations.

IT IS GENERALLY APPROPRIATE TO:

- Locate signs such that they fit within the architectural features of a façade, such as the panel band above the transom windows, about entryways, awnings, display windows or projections from these areas.
- Line up signs with other signs along the block.
- Scale and orient signs based on pedestrian traffic.
- Use painted/enamel metal, wood, sign grade foam, Extria or materials that are durable and do not have the appearance of plastic. Other materials may be considered with sufficient documentation of durability and appropriate use within the district.
- Create one collective sign, or grouped area, for multi-tenant signage.
- Limit the number of colors used on a sign, in general no more than three accent colors may be appropriate.
- Typefaces should be in keeping with those seen in the district.
- Material should be high quality, colorfast and sun fade resistant.
- Any two-sided signs should be designed to be back to back.
- Use of effective bird control products to prevent roosting and destroying signs is recommended.
- Special consideration for sign and font types can be given when proven to be historically correct for the period specific to the building.
- Maintain, protect, and repair the features, material surfaces and details of historic signs.
- Preserve or lightly repaint faded or “ghost signs” on brick exteriors.

IT IS GENERALLY NOT APPROPRIATE TO:

- Install electronic displays or reader boards.
- Install internally lit/backlit plastic signs
- Include illuminated signs with intermittent moving, flashing, rotating or brightness changing elements.
- Install free standing or roof mounted signs.
- Highly reflective materials shall not be used.
- Use plastic as a substitute material for exterior sign elements.
- Obscure the view of any windows, existing signs, and/or adjacent buildings to an unreasonable extent.
- Obstruct historic features of a building.

SIGN INSTALLATION

- Sign attachment anchor points and hardware should be reused in their original location to protect the original building material when feasible.
- Minimize the number of anchor points when feasible.
- When reuse of the existing anchor points is not feasible covering previous anchor points shall be done.
- New sign brackets/hardware should be designed with reuse in mind and should be decorative or complementary to the historic character of the building.

SIGN TYPES

The following types of signs are predominantly found in these historic districts and would be considered the preferred types. However, this does not limit the ability for other signs to be reviewed and approved based on the general guidelines set forth.

WALL SIGNS

A sign installed parallel to and attached to or painted on the outside of a building.

- Wall signs should project no more than six (6) inches from the main façade, excluding architectural details of the building.
- In general wall signs should be pedestrian oriented and fixed on a lower section of the building.





Date: Monday, January 13, 2025
To: Historic Preservation Commission
From:

DISCUSSION

Request:

2025 Idaho Historic Preservation Month

Time Estimate:

Background:

Approval Process:

Budget Impact:

Regulatory Impact:

History:

Analysis:

Conclusion:

Attachments:

None



Date: Monday, January 13, 2025
To: Historic Preservation Commission
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DISCUSSION

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2025 Historic Preservation Photo Library

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Attachments:

None