



## Twin Falls Historic Preservation Commission Agenda

Monday, April 6, 2026, 2:00 PM

203 Main Ave East  
Twin Falls, ID 83301

CH-116 - Council Overflow

**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) Request to approve the minutes from the following meeting: March 2, 2026.
- 3) Certificate of Appropriateness - None
- 4) Old Business
  - a) **DISCUSSION:** Walking Tour - May  
By: Lisa Strickland, City Planner
  - b) **ACTION ITEM:** Historic Preservation Logo  
By: Lisa Strickland, City Planner
  - c) **DISCUSSION:** America 250  
By: Lisa Strickland, City Planner
- 5) Upcoming Meeting(s)
  - a) May 4, 2026
- 6) 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, March 2, 2026, 2:00 PM

203 Main Ave East  
Twin Falls, ID 83301

Council Chambers

**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 02:00 PM.  
A quorum was present.

**2) Consent Calendar**

a) Request to approve minutes from the following meeting: January 5, 2026.

**MOTION:** Commissioner Sipe moved to approve the minutes from the following meeting: January 5, 2026. Vice-Chairperson Shaffer seconded the motion. Roll call vote showed all members present voted.

**Approved 4 to 0.**

**3) Certificate of Appropriateness**

**4) Old Business**

a) May Walking Tour

- Date
- Time
- Route
- Key Buildings

May 16th, 2026

11:00 AM

Depot Grill should be the starting point.

**5) New Business**

a) Social Media Outreach

- Facebook page: [Twin Falls Historic Preservation](#)
- Website: [Historic Preservation Commission](#)
- YouTube: [City Park Tour 2020](#)

b) Logo Design

Commission likes the idea of a contest with the locals.

May 1st as deadline. Commission can judge at the next meeting and get printed the next week.

c) Q-R Code Outreach Project

There was discussion on giving them to building owners in the Historic District with a link to the website.

d) Time Capsule Event

The Commission likes the idea.

**MOTION:** Commissioner McCurdy moved to approve the project for the time capsule for the 250-year anniversary. Vice-Chairperson Shaffer seconded the motion. Roll call vote showed all members present voted.

**Approved 4 to 0.**

6) **Upcoming Meeting(s)**

7) **Adjournment**

The meeting adjourned at 02:50 PM

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Jody Green, Planning Technician



**Date:** Monday, April 6, 2026  
**To:** Historic Preservation Commission  
**From:** Lisa Strickland, City Planner

## **DISCUSSION**

### **Request:**

Walking Tour - May

### **Time Estimate:**

Discussion should take approximately 5-10 minutes.

### **Background:**

May 16, 2026  
11:00 AM  
Depot Grill starting point

### **Approval Process:**

At the last meeting we decided the May walking tour will be on May 16, 2026 and we will meet at the Depot Grill at 11am.

### **Budget Impact:**

NA

### **Regulatory Impact:**

### **History:**

### **Analysis:**

### **Conclusion:**

Prior to the walking tour staff will have the Public Information Officer, Josh Palmer, post information on the HPC Facebook page and any other media resources.

In this report, a map of the Warehouse District south of Shoshone Street has been provided. The starting point for the walk will be the Depot Grill. The Commission needs to review the map and discuss the path that will be taken for the walking tour so that a map can be created for the advertisement flyer.

Commissioner Sipes has been reviewing and collecting information on the properties within the district and several commissioners have stated they are willing to discuss at least one of the sites along the tour. Please let me know if you are willing and which building you will be preventing on the tour, so that I can ensure you have the information you need to present between the National Registry and the research done by Commissioner Sipes. There should be ample information to present.

The tour should take approximately 45 minutes to an hour.

### **Attachments:**

# 1. Warehouse District Map





**Date:** Monday, April 6, 2026  
**To:** Historic Preservation Commission  
**From:** Lisa Strickland, City Planner

### **ACTION ITEM**

**Request:**

Historic Preservation Logo

**Time Estimate:**

Approximately 5-10 minute for presentation with discussion to follow.

**Background:**

At the last meeting, a discussion took place regarding designing a logo for the commission to use on banners, flyers and T-shirts.

**Approval Process:**

**Budget Impact:**

**Regulatory Impact:**

**History:**

**Analysis:**

**Conclusion:**

After some discussion, staff was directed to try and maintain the branding that had already been established for the city. The City has designed a logo to be recognizable by the public, maintaining that image would be preferred. Keeping this in mind, I asked Public Information Officer Josh Palmer to draft a couple of samples, one that is black and white and one in color. These two samples are the first two designs in the packet. Using these as samples, I have attempted to draft a few others and to ask for some direction or consensus on one that everyone likes. Once a design has been chosen, I will work on getting them refined so that we can have a local print shop give us a quote for T-shirts.

**Attachments:**

1. 20260406 Draft Logos





**CITY OF  
TWIN FALLS**



**HISTORIC PRESERVATION**

CITY OF  
**TWIN FALLS**



HISTORIC PRESERVATION



**Date:** Monday, April 6, 2026  
**To:** Historic Preservation Commission  
**From:** Lisa Strickland, City Planner

## **DISCUSSION**

**Request:**

America 250

**Time Estimate:**

Approximately 5-10 minutes for the presentation with discussion to follow.

**Background:**

At last month's meeting, the commission discussed the possibility of doing a time capsule for the America 250 celebration. As of this week, I have volunteered to participate on the City's America 250 planning team. This group will be meeting soon to discuss how to move forward and incorporate the America 250 Celebrations into local events.

In the meantime, should the commission choose to move forward with this idea, a list of suggested item categories for the time capsule has been included in the staff report. In order for me to present a proposal to the planning team, I would like to know what the commission envisions and what category of items makes the most sense to include in the capsule.

**Approval Process:**

**Budget Impact:**

**Regulatory Impact:**

**History:**

**Analysis:**

**Conclusion:**

**Attachments:**

1. Time Capsule Items List

# Time Capsule Item to Include

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## Documents & Written Materials

- Letters to the future (from residents, students, officials)
  - A community snapshot report (population, economy, major projects)
  - Local newspaper front pages
  - City ordinances or notable policies
  - Event programs (festivals, parades, public meetings)
  - Maps of the area (current zoning, downtown, etc.)
  - School yearbooks or class photos
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## Photos & Visuals

- Photos of downtown, neighborhoods, and landmarks
  - “Day in the life” photo series of residents
  - Before/after historic preservation projects
  - Aerial images of the city
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## Digital Media (stored on USB or archival media)

- Videos of community events or interviews
  - Oral histories from longtime residents
  - A virtual tour of the city
  - Local music recordings or performances
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## Cultural & Everyday Items

- Restaurant menus
- Local business cards or brochures
- Ticket stubs (movies, sports, events)
- Grocery receipts (shows cost of living)
- Local product packaging

# Time Capsule Item to Include

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## Government & Community

- Message from the mayor or city council
  - Comprehensive plan excerpts
  - Historic preservation guidelines or reports
  - Community organization materials
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## School & Youth Contributions

- Student artwork
  - Essays about “life today” or “future predictions”
  - Popular slang or phrases
  - Lists of favorite apps, trends, or influencers
- 



## Technology & Trends

- Printed screenshots of social media (to avoid obsolete formats)
  - List of most-used apps (e.g., TikTok, Instagram)
  - A description of current technology (AI, smartphones, etc.)
- 



## Pop Culture & Lifestyle

- Popular fashion items (t-shirt, hat)
  - Music playlists or top songs
  - Movie posters or summaries
  - Local sports team memorabilia
- 



## Environment & Local Identity

- Soil samples (sealed properly)
- Local seeds (with preservation considerations)

## Time Capsule Item to Include

- Weather/climate data summary
  - Information about local landmarks and history
- 

### □ Symbolic or Fun Items

- Coins and currency
  - A “prediction list” for the future
  - Small locally made crafts
  - A community signature sheet
- 

### ⚠ Practical Tips

- Use acid-free paper and archival-safe materials
- Avoid items that decay (food, liquids, batteries)
- Include instructions on how/when to open it
- Add a contents list for future discoverers