



Twin Falls Historic Preservation Commission Minutes

Tuesday, July 18, 2017, 12:00 PM

Special Meeting

City Council Chambers
305 3rd Ave E
Twin Falls, ID 83301

Members: Nancy Taylor, Samantha Kemp, Ryan Horsley, Debbie Lattin, Lucy Wills, Samra Culum
Council Liaison: Ruth Pierce
Affiliate Volunteer Advisor: Darrell Buffaloe

1) Confirmation of Quorum/Call Meeting to Order

Chairperson Taylor called the meeting to order and confirmed a quorum.

2) Consent Calendar

- a) Approval of Minutes from the following meeting(s): 06-19-17

Motion:

Commissioner Horsley made a motion to approve the consent calendar, as presented.
Commissioner Lattin seconded the motion.

Unanimously Approved

3) Certificate of Appropriateness

- a) Request for Certificate of Appropriateness to replace an existing wall sign on property located at 105 Main Avenue East, c/o Lytle Signs on behalf of Jensen Ringmakers & Gallery (app. 17-007)

Planner I Weeks reviewed the request on the overhead and stated this is a request to construct a new wall sign for Jensen Ringmakers and Gallery in the Downtown Historic District, located at 105 Main Ave E. She reviewed the history of the building and stated the property is a non-contributing building and was constructed in 1907. This sign will replace the existing sign and there will be an update to the name of the business. They are going to have lighting downward facing on the sign with no changes to the frame or the size of the existing cabinet. The sign meets the design criteria for the Downtown Historic District, and she recommends approval with the following conditions.

1. Subject to the applicant obtaining the necessary sign permit.
2. Subject to the applicant obtaining the necessary electrical permit.

Discussion Followed: Without Concerns

Motion:

Commissioner Horsley made a motion to approve the request, as presented, with staff recommendations. Commissioner Kemp seconded the motion. All members present voted in favor of the motion.

Approved, As Presented, With the Following Conditions

1. Subject to the applicant obtaining the necessary sign permit.
2. Subject to the applicant obtaining the necessary electrical permit.

4) Old Business

a) Idaho Certified Local Government Grant

Planner I Weeks explained that she has heard from the Affiliate Volunteer Advisor Buffaloe. He has sent a draft of a plan and provided an explanation of what a Historic Preservation Master Plan is and explained that the Commission needs to hire a consultant to assist in developing the plan.

Discussion Followed:

- Commissioner Wills explained her concerns with hiring someone outside the area to assist in this plan. She stated in her experience they come to the area, gather information from citizens and get paid for putting the information together. She feels like there are plenty of local historians that would do a much better job and the Commission would gain from them assisting in the plan.
- Commissioner Kemp stated that there were some recommendations for consultants in the packet if licensing is not required.
- Planner I Weeks explained there are rules for proposals that have to go out for bid based on the cost of the project, this may or may not have to go out for bid.
- Commissioner Taylor explained that she is willing to meet with the SHPO to consult and gather ideas and information. She will report back to the Commission.
- Commissioner Culum asked if there is a reference to another Historic Master Plan for her to look at and understand what a plan encompasses.
- Planner I Weeks stated the other part of the grant is updating and printing the brochures. She stated that Affiliate Volunteer Advisor Buffaloe stated that he would recommend updating the brochures; however it might be worth considering including each district in one brochure and starting fresh.
- Commissioner Taylor explained that she has spoken with Paul Smith about the brochures and he has other samples of brochures for the Commission to review. He also recommended that because there is not an overlay or any oversight by the Commission for the Residential Historic District that this brochure be eliminated.
- Planner I Weeks the deadline for using the money is in 2018 and the brochures need to be reviewed by SHPO prior to being printed. She also confirmed the Commissioner Horsley still knew someone that could assist with the QR Codes.
- Commissioner Horsley explained that he has someone that can develop QR codes for the brochures, and that each code needs a page specific to that item.

b) Scavenger Hunt

Planner I Weeks explained that this event is scheduled for September and she wants to make sure that the Commission is ready with plans, invitations, and prizes.

Discussion Followed:

- Commissioner Taylor explained she has letters but would like to provide color copies of the flyers as well and has asked staff to print some for her to distribute.
- Commissioner Wills explained she has some McDonalds prizes. She was told that most companies plan for donations a month in advance, so they have time to review the request, and decide which donations they are going to make. The sooner the Commission makes the request, the better the chances are for getting donations for prizes.
- Commissioner Kemp explained she can share an invite to the event through the Historic Preservation Facebook page and will edit the flyers.

c) Historic Pictures for new City Hall

Planner I Weeks reminded the Commission of this project and asked that they be considering the ideas for the photos.

Discussion Followed:

- Commissioner Taylor explained that she thought it would be nice to put the photos together by decade and display each decade at a time, keeping things rotated and fresh.
- Commissioner Culum explained that she has been reviewing some history on the area and taking notes. She will forward her notes to Planner I Weeks so that the Commission may have a copy to add their comments and discuss. She also brought to the meeting a poster that she found at CSI as a sample of what could possibly be done for the historic photo wall.

5) New Business

a) Tour of new City Hall

Planner I Weeks explained that the architect has invited the staff from the Community Development Building as well as the Historic Preservation Commission to join on a tour of the new City Hall tomorrow, July 19, 2017 at 10:30 am. This would be a good opportunity if the Commission is available to see the proposed location for the historic photo display.

Discussion Followed:

The majority of the commission is not available to come for the tour, so it was recommended that the tour be planned for the next meeting. The Commission could call the meeting to order early walk over, do the tour and then reconvene for the meeting afterwards.

- Commissioner Wills asked if the August meeting could be moved, it is currently scheduled on the day of the solar eclipse.
- Commissioner Kemp asked if the August meeting could be moved to the previous Monday, this would allow time for the tour and another final discussion about the Scavenger Hunt in September.

The Commission requested that the meeting for August be moved to August 14th and be scheduled from 11:30-1:00 for a tour of City Hall and the meeting.

6) General Input/Announcements - Public/Staff

None

7) Upcoming Meeting(s)

The next upcoming meeting will be August 14, 2017 at 11:30 the Commission will meet at the Council Chambers, walk over to the new City Hall for a tour and then reconvene for the meeting afterword's at the Council Chambers.

The August 21, 2017 meeting has been cancelled.

8) Adjournment

Chairperson Taylor adjourned the meeting at 12:40 pm.

Lisa A. Strickland, Administrative Assistant