



Twin Falls Historic Preservation Commission Agenda

Tuesday, February 19, 2019, 12:00 PM

203 Main Ave East
Twin Falls, ID 83301

Members: Nancy Taylor, Allen Easterling, Debbie Lattin, Lucy Wills, Samra Culum, Doug Baughman, Shane Cook

Council Liaison: Chris Reid

- 1) Confirmation of Quorum/Call Meeting to Order
- 2) Consent Calendar
 - a) Approve minutes from the following meeting: February 4, 2019
- 3) Certificate of Appropriateness

None
- 4) Old Business
 - a) **ACTION ITEM:** Themes and Schedule for City Hall Lobby Photos
By: Lisa Strickland, City Planner
- 5) New Business
 - a) **DISCUSSION:** May - Historic Preservation Month
By: Brock Cherry, City Planner
- 6) General Input/Announcements - Public/Staff
- 7) Upcoming Meeting(s)
 - a) Monday, March 4, 2019
- 8) Adjournment

Any person(s) needing special accommodations to participate in the above-noticed meeting could contact Lisa A. Strickland (208) 735-7267 at least two working days before the meeting. Si desea esta información en español, llame Leila Sanchez (208) 735-7287.

Public Input Procedures

1. Individuals wishing to provide public input regarding matters relevant to the City of Twin Falls shall
 - wait to be recognized by the Mayor or Chairman
 - approach the microphone/podium
 - state their name and address, and whether they are a resident or property owner in the City of Twin Falls, and proceed with their input.
2. The Mayor or Chairman may limit input to no less than two (2) minutes. Individuals are not permitted to give their time to other speakers.

Public Hearing Procedures for Zoning Requests

1. Prior to opening the first Public Hearing of the session, the Mayor or Chairman shall review the public hearing procedures.
 2. Individuals wishing to testify or speak before the City Council or Planning and Zoning shall wait to be recognized by the Mayor or Chairman, approach the microphone/podium, state their name and address, 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. 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.
 4. 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.
 5. A City Staff Report shall summarize the application and history of the request.
 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 Chairman may limit public testimony to no less than two (2) minutes per person.
 - Five or more individuals, having received personal public notice of the application under consideration, may select 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 Chairman. The spokesperson shall be limited to 15 minutes.
 - Written comments, including e-mail, shall be either read into the record or displayed to the public on the overhead projector.
 - Following the Public Testimony, the applicant is permitted five (5) minutes to respond to Public Testimony.
 8. Following the Public Testimony and Applicant's response, the hearing shall continue. The City Council or Planning & Zoning Commission, as recognized by the Mayor or Chairman, shall be allowed to question the Applicant, Staff or anyone who has testified. The Mayor or Chairman may again establish time limits.
 9. The Mayor or Chairman shall close the Public Hearing. The City Council or Planning and 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, February 4, 2019, 12:00 PM

203 Main Ave East
Twin Falls, ID 83301

Members: Nancy Taylor, Allen Easterling, Debbie Lattin, Lucy Wills, Samra Culum, Doug Baughman, Shane Cook

Council Liaison: Chris Reid

1) Confirmation of Quorum/Call Meeting to Order

Chairperson Taylor called the meeting to order at 12:01 PM

A quorum was present.

Members Present: Taylor, Easterling, Lattin, Culum, Baughman, Cook, Wills

Staff Present: Cherry, O'Connor, Strickland, Ebersole

2) Consent Calendar

- a) Approval of Minutes from the following meeting: 01-07-19

Commissioner Easterling made a motion to approve the consent calendar, as presented.

Commissioner Lattin seconded the motion.

Unanimously approved 7-0

3) Certificate of Appropriateness

- a) Request for a Certificate of Appropriateness for an office and ADA compliant restroom addition to property located at 246 3rd Avenue South. (PZ19-0014)

Staff Presentation:

City Planner Cherry presented the request for a Certificate of Appropriateness for an office and ADA compliant restroom addition to property located at 246 3rd Avenue South. (PZ19-0014)

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

The Commission shall hear the request within ten (10) days of City Staff receiving a complete application. 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.

Per City and County records the subject property was constructed in 1977 as a warehouse/storage building. Because the subject property is less than fifty (50) years old the property is considered a non-contributing historical property.

This is a request to grant a Certificate of Appropriateness for the property located at 246 3rd Avenue South for an addition to an existing building. The subject property is zoned Old Town (O-T) Zoning District and is within the Historic Warehouse Overlay (WHO) District.

The purpose of the applicant's request is to enhance the space for future commercial tenants. The proposed addition will be comprised of a new office space and ADA compliant restroom facilities. The addition will be out of view from the general public and be placed adjacent to the back alley. The applicant intends for the exterior finish of the addition to be concrete stucco and stone. There will also be a decorative cornice and stone trim around the doors and windows.

If the Commission approves this request as presented, then staff recommends the following conditions.

1. Subject to site plan amendments as required by City Code Standards.
2. The applicant apply for all required permits as required by City Code Standards.

Applicant Presentation:

Luke Mickelson, representing applicant, is requesting a Certificate of Appropriateness to add ADA compliant restroom and office addition to the property located at 246 3rd Avenue South. He stated this will be an indoor recreation facility and another great option for the public.

HPC/Questions & Comments:

- Chairperson Taylor asked if the addition will be an office space.
- Mr. Mickelson stated yes, plus the ADA restroom.
- Commissioner Wills asked for help with getting a visual of the addition.
- Mr. Mickelson stated the owner will improve the alleyway by adding on the additional space to the rear of this building. This will help to enhance look of the area.
- Commissioner Easterling asked if roof is going to come off the existing building.
- Mr. Mickelson stated there will be a separate roofline for the addition.
- Commissioner Lattin asked if the addition will go back to the alleyway.
- Mr. Mickelson stated yes, the addition will extend out to the alleyway.
- City Planner Cherry stated they will comply with zoning in the area and not extend into the alleyway. This property has a zero lot line setback, which allows the applicant to build to property line.
- Commissioner Culum asked about the detail material around window and it's wearability.
- City Planner Cherry stated it is casting stone as pictured, made from hard stone-like material.
- Commissioner Easterling asked if front of building will be remodeled.
- Mr. Mickelson stated there will be a sign added to front of building, but not change the facade. Applicant will bring to HPC at the appropriate time.
- Commissioner Wills stated that adding to the alleyway will be improvement to the

area.

- Commissioner Baughman stated this is an improvement to the back of the building and if green materials will be used.
- Mr. Mickelson stated they will be using local vendors for the construction and that green materials will be used.

Public Hearing: Opened and Closed without input

Motion:

Commissioner Easterling motioned to approve the Certificate of Appropriateness for an office and ADA compliant restroom addition to property located at 246 3rd Avenue South. (PZ19-0014). Commissioner Wills seconded the motion.

Unanimously approved. 7–0.

4) New Business

a) City Hall Lobby Photos Themes

Staff Presentation:

City Planner Strickland presented ideas for themes for the City Hall lobby photos. She stated that she has been asked to keep a quarterly schedule for photo rotation. Photos would be changed out in April, July, October, and January. At next meeting, the commission can pick a topic for April and start researching photos for display.

She also reminded commission that May is Historic Preservation month and will be discussed on next agenda.

Discussions Followed:

- Chairperson Taylor stated she will come up with a rotating schedule for the photos.
- Commissioner Easterling suggested repainting the wall background to a finish that is easy to clean and not leave fingerprints.
- City Planner Cherry will bring up subject at PZ staff meeting.

b) Updated Certificate of Appropriateness Action Sheet

- City Planner Cherry presented the reformatted Certificate of Appropriateness Action Sheet.
- Commissioner Easterling asked what the ratio of conforming items to non-conforming items is before the commission does not approve a Certificate of Appropriateness.
- City Planner Cherry stated this format shows a better representation of where the applicant is meeting or not meeting the guidelines.
- City Planner O'Connor stated if the commission is struggling with a decision, they have the option to table the item and have the applicant bring back plans that meets the

criteria the commission would be likely to approve.

- City Planner Cherry stated staff will work harder with applicant to get a clear definition of the building/sign design. Applicant will be aware that the item can be tabled if design is not ready for approval.
- City Planner O'Connor stated that they would never bring an applicant before the commission that is overstepping. Every application brought to commission is required by code. Any exterior modification to a building in the historic districts must go in front of the Historic Preservation Commission.
- Chairperson Taylor stated she is proud of the commission and the role it plays. The commission is the eyes of the preservation and heritage of the city. The commission serves a vital purpose in the community.

5) General Input/Announcements - Public/Staff

None.

6) Upcoming Meeting(s)

a) **Tuesday**, February 19, 2019 at noon

7) Adjournment

The meeting was adjourned at 12:44 pm.

Kelli Ebersole, Administrative Assistant

PROPOSED LOBBY PHOTO SCHEDULE 02-19-19

Posting Month	Agriculture	Historic District	Famous People	Historic Sites	Historic Landmark				
January	X								
April									
July									
October									

Historic District

Warehouse

Park

Downtown

Residential (not one we regulate but could highlight some of the beautiful historic homes)

Famous People

I B Perrine

Clarence Bisbee

Lady Bluebeard

Historic Sites/Landmarks

Twin Falls Court House

El Milagro

Minidoka Japanese Internment Camp

Lincoln Street Lights

Perrine Bridge