



Twin Falls Historic Preservation Commission Agenda

Monday, October 21, 2019, 12:00 PM

203 Main Avenue East
Twin Falls, ID 83301
Council Chambers

Members: Samra Culum Chairperson, Shane Cook Vice Chairperson, Allen Easterling, Doug Baughman, Monica McCue, Jonas Reagan, Jennifer Shaffer

Council Liaison: Chris Reid

- 1) Confirmation of Quorum/Call Meeting to Order
- 2) Consent Calendar
 - a) **ACTION ITEM:** Approval of Minutes from the following meeting: October 7, 2019
- 3) New Business
 - a) **PRESENTATION:** Lytle Signs Presentation
By: Craig Lookingill
 - b) **DISCUSSION:** 2020 HPC Meeting Calendar
- 4) Old Business
 - a) **DISCUSSION:** Follow up on Project Proposals
- 5) Upcoming Meeting(s)
 - a) Monday, November 4, 2019
Monday, November 18, 2019
- 6) Adjournment

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

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, October 7, 2019, 12:00 PM

203 Main Ave East
Twin Falls, ID 83301
Council Chambers

Members: Samra Culum Chairperson, Shane Cook Vice Chairperson, Allen Easterling, Doug Baughman, Monica McCue, Jonas Reagan, Jennifer Shaffer

Council Liaison: Chris Reid

1) Confirmation of Quorum/Call Meeting to Order

Vice Chairman Cook called the meeting to order at 12:03 PM

A quorum was present.

Members Present: Baughman, Reagan, McCue, Cook, Shaffer

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

2) Consent Calendar

Commissioner Reagan made a motion to approve the consent calendar, as presented. Commissioner McCue seconded the motion.

Unanimously approved

a) Approval of Minutes from the following meeting: September 16, 2019

3) Old Business

a) Proposal of Activities and Efforts follow up

City Planner Lisa Strickland presented the follow up to the proposal of Activities and Efforts.

Chairperson Culum created a list of potential projects for the future for HPC.

City Planner Strickland reviewed the list and asked for volunteers for each project.

- History of Horsepower - Samra Culum/Shane Cook. Incorporate into city events: Holiday Parade, New Year's (possibility), St. Patrick's Day
- Historic Residential Tour – Jennifer Shaffer. Possible piggyback to Parade of Homes or the weekend prior.
- Photo Display/Social Media - Monica McCue to help with FB page and lobby displays. Help with grant request to fund lobby photo displays.
- Downtown Historic District - Jonas Reagan will help research the steps to update and expand the Downtown Overlay.
- National Historic Registry: Doug Baughman will research the White Mortuary as possibility to add to registry.
- Design Guideline modifications: Allen Easterling to review guidelines for possible update.

City Planner Strickland presented the idea of a 15 minute educational section to the meeting

agenda. Committee brainstormed list of potential speakers.

Committee member Baughman asked if committee could get an update on previous projects approved by HPC.

Action Item: City Planner Strickland will give update at next meeting.

4) General Input/Announcements - Public/Staff

City Planner Cherry presented idea for committee to attend the Downtown Trick or Treat event, possibly handing out candy with note regarding HPC. The event is on Saturday, October 26 from 1:00 pm -3:00 pm.

5) Upcoming Meeting(s)

a) Monday, October 21, 2019

6) Adjournment

The meeting adjourned at 12:28 pm.

Kelli Ebersole, Administrative Assistant

City of Twin Falls, Idaho
Historic Preservation Commission
Schedule of Regular Meetings & Public Hearings
Year 2020



The following is a schedule for **2020** Historic Preservation Commission meetings. The Historic Preservation Commission meetings are held on the 1st and 3rd Monday of every month unless otherwise posted. The regular meetings start at 12:00 P.M. All meetings are held in the

City Council Chambers, 203 Main Avenue East.

Meeting date
January 6
February 3
March 2
March 16
April 6
April 20
May 4
May 18
June 1
June 15
July 6
July 20
August 3
August 17
September 21
October 5
October 19
November 2
November 16
December 7

Project Proposals for HPC

- **History of Horsepower** - *Samra Culum/Shane Cook*. Incorporate into city events: Holiday Parade, New Year's (possibility), St. Patrick's Day
- **Historic Residential Tour** – *Jennifer Shaffer*. Possible piggyback to Parade of Homes or the weekend prior.
- **Photo Display/Social Media** - *Monica McCue* to help with FB page and lobby displays. Help with grant request to fund lobby photo displays.
- **Downtown Historic District** - *Jonas Reagan* will help research the steps to update and expand the Downtown Overlay.
- **National Historic Registry** - *Doug Baughman* will research the White Mortuary as possibility to add to registry.
- **Design Guideline modifications** - *Allen Easterling* to review guidelines for possible update.