



Twin Falls Historic Preservation Commission Agenda

Monday, March 16, 2020, 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: Craig Hawkins

- 1) Confirmation of Quorum/Call Meeting to Order
- 2) Consent Calendar
 - a) **ACTION ITEM:** Approval of Minutes from the following meeting: March 2, 2020
- 3) Certificate of Appropriateness - NONE
- 4) Old Business
 - a) **ACTION ITEM:** History By Horsepower
 - Routes
 - Advertisement
 - Times News
 - KMVT
 - Radio Stations
 - Visit Southern Idaho
 - Chamber of Commerce
 - ISHS-2020 Event Calendar
 - b) **DISCUSSION:** Design Guideline Amendment Discussion
 - Signage Verbiage
 - c) **ACTION ITEM:** Idaho History Month - May 2020
 - Student Participation
 - 19th Amendment 100th Anniversary
 - Idaho History Trivia
 - Other Ideas
- 5) New Business
- 6) Upcoming Meeting(s)
 - a) **INFORMATIONAL:** April 6, 2020
- 7) 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, March 2, 2020, 12:00 PM

203 Main Avenue North
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: Craig Hawkins

1) Confirmation of Quorum/Call Meeting to Order

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

A quorum was present.

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

Staff Present: Strickland, Spendlove, Cherry, Ebersole, Humble, Nope

2) Consent Calendar

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

Commissioner Baughman seconded the motion.

Consent Calendar unanimously approved by a vote of 5-0

- a) Approval of Minutes from the following meeting: February 3, 2020

3) Certificate of Appropriateness

- a) Request for a Certificate of Appropriateness for exterior modifications to property located at 210 2nd Avenue South c/o Dave Buddacke. (PZ20-0026)

Staff Presentation:

City Planner Strickland presented the Request for a Certificate of Appropriateness for exterior modifications to property located at 210 2nd Avenue South c/o Dave Buddacke. (PZ20-0026)

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.

The building is not a contributing building, but is in the Warehouse Historic Overlay District, therefore approval of a Certificate of Appropriateness is required. The building is currently vacant but was once used as a True Value Hardware Store and more recently space for the

Salvation Army Thrift Store.

Staff has determined that the application complies with the following applicable Warehouse Historic Overlay District Design Guidelines.

Introduction

I. Using the Design Guidelines

IV. Design Guidelines for all projects

Upon conclusion should the Commission approve the request as presented staff recommends the following conditions:

1. Subject to site plan amendments as required by City Code Standards.
2. Subject to the applicant obtaining all required permits as per City Code.

Applicant Presentation:

Architect Colby Ricks, representing applicant, stated the interior will be a multi-tenant space with different restaurants and a bar. He believes this will be a good addition to the downtown area.

HPC Questions & Comments:

- Commissioner Reagan asked about the lighting for the location.
- City Planner Strickland stated the applicant is working on the lighting and signage now and will come back before the commission once those plans are ready.

MOTION:

Commissioner Reagan moved to approve the request for a Certificate of Appropriateness for exterior modifications to property located at 210 2nd Avenue South.
Commissioner Cook seconded the motion.

The motion was approved by a unanimous vote of 5 to 0.

4) Education

a) Transparency & Open Meeting Training

City Attorney Shayne Nope presented the Transparency & Open Meeting Training.

City Attorney Nope stressed the importance of recording the meetings, as well as taking minutes, and to make sure commissioners state on record their basis for a decision, even if goes against the grain.

City Attorney Nope explained the definition of Conflict of Interest: being related to someone or does business with someone who benefits from a decision made by the Commission.

If commission member believes there is a conflict, contact staff or City Attorney Nope to discuss the issue on the front end to determine whether there is a true conflict.

City Attorney Nope reviewed Title 18 and Title 74, Chapter 4 in the City Code.

Chairperson Culum asked about communication between commission members.

City Attorney Nope cautioned against email chains as it can create a meeting through discussing matters among commissioners. He gave the Open Meeting definition -Where deliberation and decisions are made. He stated if there is any doubt, only share decision and deliberation thoughts at the meetings. He explained bias and ex parte communication. City Attorney Nope also discussed prior investigation of an item and the issues with making a decision prior to the presentation at the meeting.

Chairperson Culum asked about how to operate as commission on community events.

PZ Director Spendlove clarified decisions to hold the community events are made by the body vs. the logistics of planning the event.

Commissioner Reagan asked if there have been challenges to HPC decisions.

City Attorney Nope clarified the review process and the appeal process to the City Council.

5) Old Business

a) CLG Grant Update

City Planner Strickland gave an update of the CLG grant award. The State Historic Preservation Office has reviewed our application and has awarded us \$3,603.00. Due to multiple applications this year they were only able to award funding for one person to attend the NAPC Forum but were able to award enough for the Idaho Heritage Conference. They will be sending a contract for the awarded grant in the next few weeks.

b) History by Horsepower

City Park & Residential District Route- Dough Baughman
Warehouse District Route- Jonas Reagan
Advertising- Monica McCue
Dates & Times-Samra Culum
History by Horsepower
City Park & Residential District Route- Doug Baughman
Warehouse District Route- Jonas Reagan
Advertising- Monica McCue
Dates & Times-Samra Culum

Commissioner Baughman stated the City Park and Residential district tour would take about an hour. A potential starting point was discussed being behind the Courthouse.

Action Item: Chairperson Culum will give the route to Jim Knight to review.

Commissioner Reagan reviewed his ideas of a warehouse district route. He reviewed the potential starting point as the corner of Hansen and 5th Ave W. A shorter route was discussed and could allow two tours in one day.

A possible curator was discussed.

Action item: Commissioner Reagan will map out a route and email to staff for review.

The commission decided there would be no downtown tour at this time.

Dates discussed: 2nd Saturday in May, June, July and August from 10:00 - 11:30, alternating between warehouse and park tours each month.

Attendance discussed: On a first come, first serve basis or online sign ups.

Action Item: Chairperson Culum will work on online sign up site.

- c) Design Guideline Amendments-Signage
 - Discuss Guidelines from Other Cities
 - Discuss Sign Inventory

City Planner Strickland reviewed the design guideline amendments-signage guidelines.

Action item: Commission members to read the handouts from City Planner Strickland and highlight what they like about the guidelines and email back to staff.

- d) Photo Display Update
 - Founding Fathers
 - Women of Twin Falls

Chairperson Culum and City Planner Strickland put up the Founding Fathers display in the City Hall lobby.

Commissioner Reagan is working on the Women of Twin Falls display.

City Planner Strickland stated the current display has twelve (12) photos, twelve (12) pieces of verbiage, and a summary board.

Action item: Commissioners brainstorm ideas for future displays.

6) New Business

- a) Idaho History Month - May 2020

City Planner Strickland discussed Idaho History Month and potential event ideas.

Commissioner Reagan had an idea to collaborate with the city's 4th grade classes for displays of Idaho History that may be displayed at City Hall.

Action Item: Commissioner Reagan will have a plan to vote on at next meeting.

Other ideas:

Link on website to sources for homeowners to do repairs and restoration to historic properties.
Workshops for homeowners who want to restore properties.

HPC Liaison

Chairperson Culum introduced City Councilman Craig Hawkins, liaison to HPC.
He shared a story of the Vietnam Vet who installed the Vietnam Memorial at the City Park.

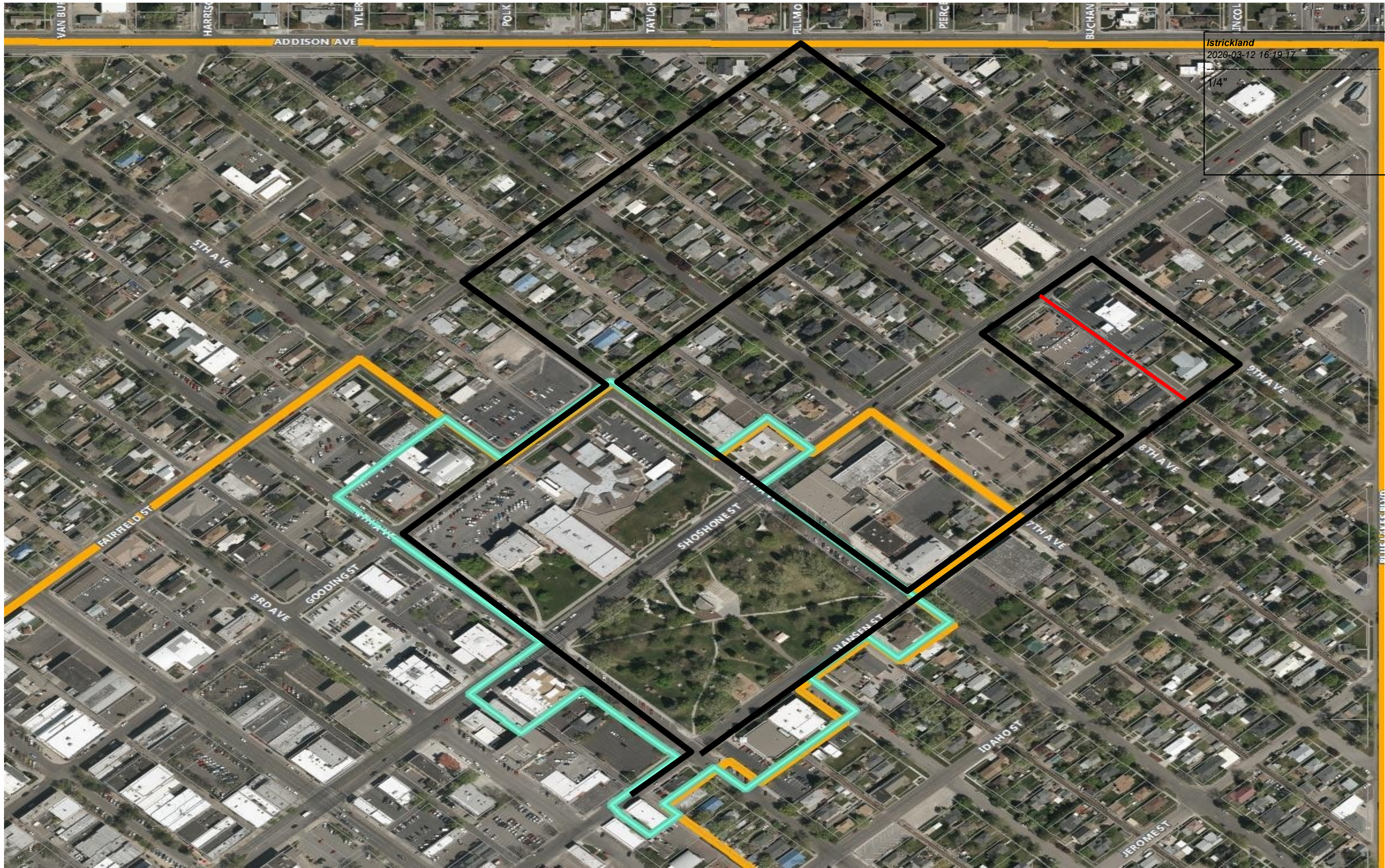
7) Upcoming Meeting(s)

a) Monday, March 16, 2020

8) Adjournment

The meeting adjourned at 01:14 PM

Kelli Ebersole, Administrative Assistant



Istrickland
2020-03-12 16:19:17
1/4"

42'-2"

WILSON AVE



TWIN FALLS HISTORIC PRESERVATION COMMISSION
& PRESERVATION TWIN FALLS
PRESENTS

HISTORY BY HORSEPOWER

HORSE-DRAWN TROLLEY TOURS OF TWIN FALLS HISTORIC
DISTRICTS

SATURDAY'S 10:00-11:30 AM

MAY 9, 2020 - CITY PARK & RESIDENTIAL
JUNE 13, 2020- WAREHOUSE
JULY 11, 2020- CITY PARK & RESIDENTIAL
AUGUST 8, 2020- WAREHOUSE

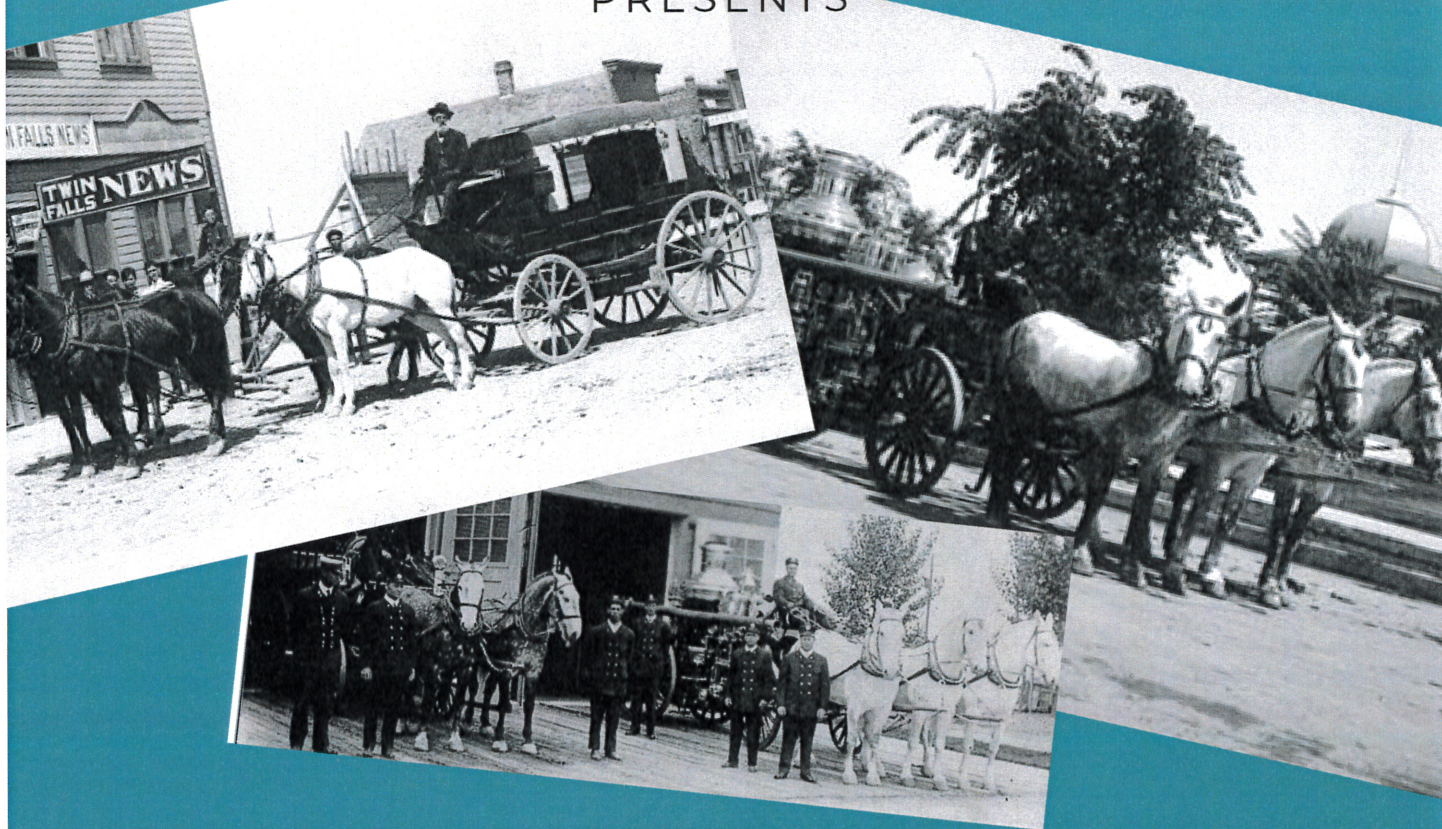
LIMITED SEATING

RSVP VIA [EVENTBRITE.COM](https://www.eventbrite.com)

OR CONTACT LISA STRICKLAND @ 208-735-7269



TWIN FALLS HISTORIC PRESERVATION COMMISSION
& PRESERVATION TWIN FALLS
PRESENTS



History by Horsepower

HORSE-DRAWN TROLLEY TOURS OF TWIN FALLS HISTORIC
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OR CONTACT

LISA STRICKLAND @ 208-735-7269



General Guidelines

- Locate signs to fit within the architectural features of a building's façade, such as the signage panel band above the transom windows, within entryways or display windows. Signs should not mask architectural features or details.
- Scale and orient signs based on pedestrian traffic.
- Align signs similarly to other signs along the block
- Preserve or lightly repaint faded or "ghost signs" on brick exteriors.
- A historic building name or sign that is a significant part of the historic building, may contribute to the historic significance of the building and as such shall be preserved and not removed

Awning & Canopy Signs

- Appearance of a sign as viewed from an upper level out must be considered.
- An awning or canopy sign should not exceed the size of the awning or canopy surface to which it is applied.
- Consider sign lettering centered on a building canopy where a flush-mounted sign would obscure architectural details.
- Nylon, canvas or other similar materials are suitable. Material should be high quality, colorfast and sun fade resistant
- Vinyl or plastic materials are not appropriate

Directory Sign

- Consider a directory sign for larger buildings with numerous occupants.
- Consolidate small, individual signs and place them on a single panel as a directory to make them easier to locate.

Illuminated Signs

- It is appropriate to have light signage with single tube neon or warm colored bulbs
- Unless historically documented, intermittent, moving or flashing light sources should be avoided
- The plastic or vinyl faces used for internally illuminated signs are discouraged
- It is inappropriate to install electronic message center displays or reader board signs.
- It is inappropriate to install a free standing, roof mounted or internally light- ed signs.

Projecting or Hanging Signs

- A small hanging sign is easier for a pedestrian to read than other sign types and is encouraged.
- A projecting sign should be mounted perpendicular to the building façade and provide eight feet of clearance between the sidewalk and bottom of the sign.
- Design the sign bracket as a decorative or complementary element of the sign. The bracket should appear as part of the sign composition and design.
- Locate small projecting signs near the business entrance, just above the door or to the side of it.
- Mount large projecting signs higher on the building, centered on the facade or positioned at the corner.
- Signs should not obscure the view of any windows, existing signs, and/or adjacent buildings to an unreasonable extent.
- Sign attachment parts should avoid damaging any architectural details or features of the building.
- Wherever possible, avoid drilling new holes or creating new fixing positions on historic facades, by using existing holes and fixing positions.

Symbol Signs

- Using a symbol for a sign is encouraged
- Interpretive signs should stand alone, and not be attached to streetscape furnishing or buildings.
- Interpretive signs should not disrupt or block views.

Wall Signs

- Do not obstruct character-defining features of a building with signage.
- Place the sign relatively flush with the building facade and align it with others signs on the building.
- Place the sign in a manner that does not obstruct character-defining features of the building.
- Preserve historic painted signs in place as decorative features

Window Signs

- It may be painted on the glass, attached with flush vinyl, or hung inside a window.
- Electronic message center signs that are designed to be visible from the right-of-way are not allowed.

Sign Character, Materials & Color

- Typefaces that are in keeping with those seen in the area traditionally are encouraged.
- Sign materials and colors should be compatible with that of the overall building facade.
- Painted wood, sign-grade foam, metal are appropriate materials for signs is encouraged.
- Other materials may be considered if the material is durable and does not have a plastic appearance.
- Highly reflective materials shall not be used.
- Unfinished materials should be designed and used carefully
- It is inappropriate to include moving or rotating sign parts.
- Limit the number of colors used on a sign. In general, no more than three colors should be used, although accent colors may also be appropriate.

Sign Installation-Twin Falls, ID

- Minimize the number of anchor points when feasible.
- Sign brackets and hardware should be compatible with the building and installed in a workman-like manner.
- Maintain, protect, and repair the features, material surfaces, and details of historic signs.

Definitions

Awning Sign

A sign that is painted on or otherwise made part of the awning material Signs is limited to the vertical portions of the awning; the sides and the front valance. No signs shall protrude beyond the vertical face

Directory Sign

A sign on which the names and locations of occupants or the use of a building or property are identified, but which does not include any advertising message

Ghost Sign

A sign painted on an exterior building wall, which has been weathered and faded to the extent that it has lost its original brightness of color and visibility

Historic Sign

A sign that by its construction materials, age, prominent location, unique design, or craftsmanship, provides historic character, individuality, and a sense of place or orientation regarding clues to a building's history

Internally Illuminated Sign

A sign which has characters, letters, figures, designs or outlines internally illuminated by electric lights, luminous tubes or other means as a part of the sign itself

Projecting Sign

A sign attached to a building or other structure whose sign face is displayed perpendicular or at an angle to the building wall

Wall Sign

A sign with messages or copy erected parallel to and attached to or painted on the outside wall of a building

Window Sign

A sign inside of or attached to the interior of a transparent glazed surface (window or door) oriented to the outside of the building A display window that does not include signs shall not be considered a sign.

Subject:

FW: 2020 Call for Events - Idaho Archaeology & Historic Preservation Month

[EXTERNAL SENDER]

I think options are always good.

Some resources for students and teachers.

I found these links to be extremely helpful with the 19th Amendment:

<https://www.lib.uidaho.edu/digital/iwi/>



State-by-State Race to Ratification of the 19th Amendment - Women's History (U.S. National Park Service)

A heated debate took place in the Senate on the afternoon of June 4, 1919, as the Susan B. Anthony Amendment once again came up for a vote. Invoking the legacy of Reconstruction, some senators couched concerns that were rooted in sexism and racism in the language of states' rights, arguing that passing the amendment fundamentally violated the Constitution and threatened American democracy.

www.nps.gov

<http://www.crusadeforthevote.org/woman-suffrage-timeline-18401920>



Woman Suffrage Timeline (1840-1920) — History of U.S. Woman's Suffrage

Crusade for the Vote is a comprehensive educational resource for students and teachers that examines the history of the U.S. woman's suffrage movement.

www.crusadeforthevote.org



Samra Culum
Instructor
Education Department
208.732.6223 | sculum@csi.edu
HEP 118 | [#CSIEagles](#)

From: Lisa Strickland <LStrickland@tfid.org>
Sent: Wednesday, March 4, 2020 12:08 PM
To: Samra Culum <SCulum@csi.edu>; Jonas Reagan <jreagan@idahowaters.com>
Subject: FW: 2020 Call for Events - Idaho Archaeology & Historic Preservation Month

Hi Guys,

Just a thought. If we do approach the schools about History Month maybe the 19th amendment could be the focus of the projects.

From: SHS SHPO <shsshpo@ishs.idaho.gov>
Sent: Wednesday, March 4, 2020 8:46 AM
Subject: FW: 2020 Call for Events - Idaho Archaeology & Historic Preservation Month

[EXTERNAL SENDER]
Please see the call for Idaho Archaeology and Historic Preservation Month events!

Pete L'Orange
Historic Preservation Planner/CLG Coordinator
Idaho State Historic Preservation Office

From: Shannon Vihlene <Shannon.Vihlene@ishs.idaho.gov>
Sent: Tuesday, March 3, 2020 2:31 PM
To: SHS SHPO <shsshpo@ishs.idaho.gov>
Subject: 2020 Call for Events - Idaho Archaeology & Historic Preservation Month



IDAHO ARCHAEOLOGY & HISTORIC PRESERVATION MONTH



The picture can't be displayed.

MAY 2020

CALL FOR EVENTS

Each year the Idaho State Historic Preservation Office (SHPO) organizes and promotes statewide opportunities for the public to learn about Idaho archaeology, historic preservation, and history. Events, presentations, and programs have been reaching all corners of the state for over 30 years!

Help spread the word in your community, attend one of our sponsored events, and/or sponsor an event of your own.

A WOMAN'S PLACE

In honor of the 100th anniversary of the passage of the 19th Amendment, the culmination of nearly a century of fighting for women's suffrage, 2020s Idaho Archaeology and Historic Preservation Month (IAHPM) theme focuses on "A Woman's Place." Women have a profound and dynamic impact on the places where they live, work, and recreate. In Idaho, many historic sites and structures embody the empowering stories of women who have shaped the narrative of our state.



PLAN YOUR OWN EVENT!

There are several ways to get involved in your community. Here are a few ideas:

- Create a theme-based event that ties into this year's theme
- Host a lecture on a historic topic
- Create a walking or bike tour of historic properties
- Host a workshop that encourages hands-on learning
- Reach out to members in your community & partner on events & programs

Plan on posting your IAHPM event to Facebook? Add the SHPO (@IDAHOSHPO) as a co-host. Your event will get populated to our Facebook calendar and we will share and boost your event via SHPO social media outlets, the State Historical Society website calendar, and the electronic brochure.

IAHPM TOOLKIT

2020 BROCHURE

If you would like your event to be included in the electronic brochure, Please fill out the form here:

[Google Form](#)

SHPO will provide materials to help promote events and programs across the state. As a partner, you will receive our annual IAHPM poster, in addition to postcards that highlight the IAHPM annual theme and direct people to our electronic brochure of statewide events that can be downloaded, shared, and printed. This electronic file will be accessible on the IAHPM webpage starting April 1st. Early advertising is recommended via social media.



<https://history.idaho.gov/iahpm/>

To remove your name from

Questions or comments? In our mailing list, please [click here](#).

-mail us at SHPO@ishs.idaho.gov or call 208-488-7461