



Twin Falls Historic Preservation Commission Agenda

Monday, October 5, 2020, 3:00 PM

203 Main Avenue East
Twin Falls, ID 83301

COUNCIL CHAMBERS

Members: Samra Culum Chairperson, Shane Cook Vice Chairperson, Allen Easterling, Doug Baughman, Jennifer Shaffer, Ben Woodbury

Council Liaison: Craig Hawkins

- 1) Confirmation of Quorum/Call Meeting to Order
- 2) Consent Calendar
 - a) **ACTION ITEM:** Approval of Minutes from the following meetings: August 3, 2020, August 17, 2020, August 25, 2020, September 1, 2020
- 3) Education
 - a) **PRESENTATION:** URA discussion with Nathan Murray
- 4) Old Business
 - a) **ACTION ITEM:** Sign Design Guideline - final review
By: Lisa Strickland
- 5) Upcoming Meeting(s)
 - a) **INFORMATIONAL:** Monday, October 19, 2020 at 3:00 pm
- 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, August 3, 2020, 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, Jonas Reagan, Jennifer Shaffer

Council Liaison: Craig Hawkins

1) Confirmation of Quorum/Call Meeting to Order

Chairperson Culum called the meeting to order at 12:00 pm
A quorum was present.

Members Present: Culum, Baughman, Easterling, Reagan

Staff Present: Spendlove, Strickland, Ebersole, Hafer

2) Consent Calendar

MOTION:

Commissioner Reagan moved to approve the Consent Calendar, as presented.
Commissioner Baughman seconded the motion.

Unanimously approved by a vote of 4-0

- a) Approval of Minutes from the following meeting: July 20, 2020

3) Certificate of Appropriateness

- a) Request for a Certificate of Appropriateness to install a sign on property located at 147 Shoshone Street North c/o Lytle Signs on behalf of Hands On (PZ20-0092)

Staff Presentation:

City Planner Strickland presented the request for a Certificate of Appropriateness to install a sign on property located at 147 Shoshone Street North c/o Lytle Signs on behalf of Hands On (PZ20-0092)

The applicant is requesting approval of a Certificate of Appropriateness to install new signs.

The building was constructed c. 1918 and is a contributing building. It was known as

the Central Market.

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

The historic preservation commission shall review the "design guidelines" as they exist or as amended for compliance before issuing a certificate of appropriateness.

Such a certificate is to be issued by the historic preservation commission prior to the issuance of a building permit altering structures.

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

The Commission may approve, approve with conditions, or deny the request.

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 Code 10-13-1 states for those properties located within the Twin Falls Downtown Historic District

1. No exterior portion of any building or other structure, including walls, fences, light fixtures, steps and pavement, or other appurtenant features, nor aboveground utility structures nor any type of outdoor advertising sign shall be erected, altered, restored, moved or demolished within these districts until after an application for a certificate of appropriateness has been approved by the historic preservation commission.

2. A certificate of appropriateness shall be required whether or not a building permit is required.

Chapter 2, 3, 4 & 8 are applicable to a request for a contributing building making a façade improvement. The applicable checklists have been provided in the staff report.

Staff has reviewed this request and does not anticipate any negative impacts to the contributing property should the request be approved.

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

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

Applicant Presentation:

Cody McBride, Lytle Signs, representing applicant, presented the request for a Certificate of Appropriateness to install a sign on property located at 147 Shoshone Street North. He stated the same materials as existing sign will be used, with a new logo. He stated it will be a metal digitally printed sign. There will be no new penetrations.

Discussions Followed: without concerns

Motion:

Commissioner Reagan made a motion to approve the request, as presented, with staff recommendations.

Commissioner Baughman seconded the motion.

Unanimously approved by a vote of 4-0

- b) Request for a Certificate of Appropriateness to install a sign on property located at 113 Main Avenue East c/o Lytle Signs on behalf of Paul Mitchell Schools (PZ20-0093)

Staff Presentation:

City Planner Strickland presented the request for a Certificate of Appropriateness to install a sign on property located at 113 Main Avenue East c/o Lytle Signs on behalf of Paul Mitchell Schools (PZ20-0093)

The applicant is requesting approval of a Certificate of Appropriateness to install new signs.

The building was constructed c. 1907 and is a non-contributing building. It has had sever tenants such as Stalker & Co Clothiers, Postal Telegraph-Cable Co. and TF Realty and Insurance Co.

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

The historic preservation commission shall review the "design guidelines" as they exist or as amended for compliance before issuing a certificate of appropriateness.

Such a certificate is to be issued by the historic preservation commission prior to the issuance of a building permit altering structures.

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

The Commission may approve, approve with conditions, or deny the request.

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 Code 10-13-1 states for those properties located within the Twin Falls Downtown Historic District

1. No exterior portion of any building or other structure, including walls, fences, light fixtures, steps and pavement, or other appurtenant features, nor aboveground utility structures nor any type of outdoor advertising sign shall be erected, altered, restored,

moved or demolished within these districts until after an application for a certificate of appropriateness has been approved by the historic preservation commission.

2. A certificate of appropriateness shall be required whether a building permit is required.

Chapter 2, 3, 4 & 8 are applicable to a request for a contributing building making a façade improvement. The applicable checklists have been provided in the staff report.

Staff has reviewed this request and does not anticipate any negative impacts to the non-contributing property should the request be approved.

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

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

Applicant Presentation:

Cody McBride, Lytle Signs, representing applicant, presented the request for a Certificate of Appropriateness to install a sign on property located at 113 Main Avenue East. He stated there will be three signs, one in front, one in back, and one hanging sign. He stated the signs will be standard panel size and digitally printing. The logo will have no variance per Paul Mitchell corporate. The applicant has future plans to add down lighting. There will be a need to add two additional penetrations, as it is a longer sign.

Discussions Followed:

- Commissioner Baughman states he likes the scope and size of sign. He has no concerns.
- Commissioner Easterling asked for clarification on the current front signage.
- The applicant addressed the signage and spoke to what this business will bring to the community. He stated the vinyl window sign there now will be removed.
- Commissioner Reagan asked about back sign.
- The applicant stated it is a panel sign.

MOTION:

Commissioner Reagan moved to approve the request for Certificate of Appropriateness to install a sign on property located at 113 Main Avenue East c/o Lytle Signs on behalf of Paul Mitchell Schools, as presented. (PZ20-0093). Commissioner Baughman seconded the motion.

Unanimously Approved by a vote of 4 to 0.

- c) Request for a Certificate of Appropriateness to install a sign on property located at 242 Main Avenue North c/o Lytle Signs on behalf of Twin Falls Martial Arts (PZ20-0094)

Staff Presentation:

Request for a Certificate of Appropriateness to install a sign on property located at 242 Main Avenue North c/o Lytle Signs on behalf of Twin Falls Martial Arts (PZ20-0094)

The applicant is requesting approval of a Certificate of Appropriateness to install new signs.

The building was constructed c. 1960 and is a non-contributing building. It has had sever tenants such as an appliance business, printing/camera store and art gallery.

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

The historic preservation commission shall review the "design guidelines" as they exist or as amended for compliance before issuing a certificate of appropriateness.

Such a certificate is to be issued by the historic preservation commission prior to the issuance of a building permit altering structures.

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

The Commission may approve, approve with conditions, or deny the request.

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 Code 10-13-1 states for those properties located within the Twin Falls Downtown Historic District

1. No exterior portion of any building or other structure, including walls, fences, light fixtures, steps and pavement, or other appurtenant features, nor aboveground utility structures nor any type of outdoor advertising sign shall be erected, altered, restored, moved or demolished within these districts until after an application for a certificate of appropriateness has been approved by the historic preservation commission.

2. A certificate of appropriateness shall be required whether a building permit is required.

Chapter 2, 3, 4 & 8 are applicable to a request for a contributing building making a façade improvement. The applicable checklists have been provided in the staff report.

Staff has reviewed this request and does not anticipate any negative impacts to the non-contributing property should the request be approved.

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

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

Applicant Presentation:

Cody McBride, Lytle Signs, presented the request for a Certificate of Appropriateness to install a sign on property located at 242 Main Avenue North. He stated there will be one illuminated panel painted to match brick with cut out letters, polished and mounted to the panel. There will need to be 4-6 penetrations to the wall. The owner will require the same size panel for future tenant signage.

Discussions Followed:

Discussion ensued about the durability of the materials of the letters on the sign.

MOTION:

Allen Easterling moved to Request for a Certificate of Appropriateness to install a sign on property located at 242 Main Avenue North, as presented. (PZ20-0094)

Doug Baughman seconded the motion.

Motion was approved by a vote of 3 to 1.

- d) Request for a Certificate of Appropriateness for to construct a new building on property located at 215 Shoshone Street South c/o Colby Ricks, Laughlin Ricks Architecture on behalf of Chris Jones. (PZ20-0095)

Staff Presentation:

Request for a Certificate of Appropriateness for to construct a new building on property located at 215 Shoshone Street South c/o Colby Ricks, Laughlin Ricks Architecture on behalf of Chris Jones. (PZ20-0095)

The applicant is requesting approval of a Certificate of Appropriateness to construct a new apartment building on property located at 215 Shoshone Street South.

Currently this property is vacant but use to be is known as the old Red's Trading Post building site. The property is zoned CB and is in the Downtown Historic District.

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

The historic preservation commission shall review the "design guidelines" as they exist or as amended for compliance before issuing a certificate of appropriateness.

Such a certificate is to be issued by the historic preservation commission prior to the issuance of a building permit altering structures.

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

The Commission may approve, approve with conditions, or deny the request.

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 Code 10-13-1 states for those properties located within the Twin Falls Downtown Historic District.

A certificate of appropriateness shall be required whether a building permit is required.

Chapter 2, 3, 6 & 8 are applicable to a request for new construction within the Downtown Historic District. The applicable checklists have been provided in the staff report.

Staff has reviewed this request and generally feels the new building would blend well into the district and provide a nice transition from the Downtown Historic District into the Warehouse Historic District. The materials, colors and style of the building being proposed should have minimal impacts on the surrounding buildings and the district.

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

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

Applicant Presentation:

Colby Ricks, representing applicant, presented the request for a Certificate of Appropriateness to construct a new building on property located at 215 Shoshone Street South. He explained the layout of the apartments, including parking and the design of the building.

Discussions Followed:

- Commissioner Reagan asked what side the windows will be facing.
- City Planner Strickland stated the windows will face Shoshone Street.
- Chairperson Culum asked about the landscaping requirements
- City Planner Strickland summarized the landscaping/parking code for the zone.
- Mr. Ricks gave stated there is a landscaping plan for this project.
- Commissioner Reagan asked for clarification on parking.
- Mr. Ricks stated there is no parking requirement in the P1 overlay, but there will be 5 parking spaces at this development.

- The applicant stated there are 5 spaces on property, and they may be able to get additional parking in adjacent parking lot. He stated there are 15 units, with 12 units being residential and 3 storage units.
- Commissioner Baughman stated he does not believe that the wood is complimentary to the area and does not match the neighboring buildings. He also stated concerns with the entrances to the complex.
- Mr. Ricks stated the front windows will face Shoshone Street with the stairs facing Apricot Home. He stated they will use cement board siding instead of wood, for maintenance. The same material is being used on the approved buildings as at 2nd South Market and Float Magic.
- Commissioner Reagan stated the building does have the same feel as the 2nd South Market. He stated he does not see how one can be approved, but now there is an opposition to this request.
- Commissioner Baughman stated he would like less wood on the building.
- Commissioner Easterling stated he is concerned about the material not being real wood.

Motion #1:

Commissioner Baughman made a motion to require the bottom two stories be made of brick with metal accents, and the top floor of wood, with metal accents.

Commissioner Easterling seconded the motion.

Discussion:

- Commissioner Reagan stated this motion is not in accordance with the design guidelines.
- Commissioner Easterling stated the guidelines are to have buildings match or be close to it.

The vote was tied 2-2 on the motion. Motion denied.

Discussion Followed:

- Chairperson Culum would like to see the landscaping plan.
- City Planner Strickland stated the landscaping is on the site plan, and when the applicant decides on a final plan, they will have to come back to commission.
- PZ Director Spendlove stated there are no specifics on percentage of materials by the applicant.
- Mr. Ricks gave an update on the final design plan of this building, and the reason for the use of these materials.
- Chairperson Culum stated she likes the dimensions and use of different materials.
- Commissioner Easterling is not opposed to the materials, but how the materials are used.
- Commissioner Baughman does not like the materials as they are shown.

- Commissioner Reagan stated this request can be denied and appealed to city council, if the applicant desires to do so.
- Commissioner Baughman believes the wood materials detract and create an adverse effect to the district.
- Commissioner Reagan stated there are examples of buildings using wood as an outside material in the Downtown District. He thinks this request is better than the parking lot that is considered part of the district.
- Commissioner Easterling stated it is the commission's job to perfect the district.
- Commissioner Baughman stated it is the commission's responsibility to review changes and how they affect the district as a whole. He does not believe this building blends with the area.
- Chairperson Culum stated she believes it is not the commission's job to ask someone to replicate an old building, but to compliment the area and believes this project does that.
- Commissioner Reagan believes the commission is here to help maintain the character of the downtown feel of Twin Falls. He stated this is often done by materials. He believes this preserves the feel and meshes with modern building requirements, while maintaining the character of the historic downtown/warehouse districts.
- Commissioner Easterling asked if this building would be considered a contributing building.
- City Planner Strickland stated it would not be contributing as it is new construction.

MOTION: Commissioner Reagan moved to approve the request to construct a new apartment building on property located at 215 Shoshone Street South. Commissioner Easterling seconded the motion.

Motion approved by a vote of 3-1.

4) Old Business

a) CLG Grant Discussion

Chairperson Culum shared an idea of how to use the CLG grant fund granted to the commission.

She stated that Visit Southern Idaho is building an app incorporating a heritage section. She said they are willing to add digital self-guided tours. She shared that the cost is \$2000 for the self-guided tours, with an extra \$1000 for professional curated recorded videos for one section of the app.

MOTION:

Commissioner Reagan moved to approve the alternate use of the CLG grant funds for the Visit Southern Idaho app.

Commissioner Baughman seconded the motion.

Unanimously Approved by a vote of 4-0.

5) Upcoming Meeting(s)

a) Monday, August 17, 2020

6) Adjournment

The meeting adjourned at 1:36 PM.

Kelli Ebersole, Administrative Assistant



Twin Falls Historic Preservation Commission Minutes

Monday, August 17, 2020, 12:00 PM

203 Main Avenue East
Twin Falls, ID 83301
Council Chambers

AMENDED

Members: Samra Culum Chairperson, Shane Cook Vice Chairperson, Allen Easterling, Doug Baughman, Jennifer Shaffer

Council Liaison: Craig Hawkins

1) Confirmation of Quorum/Call Meeting to Order

Chairperson Culum called the meeting to order at 12:00 pm.

A quorum was not present.

Members Present: Culum, Baughman, Hawkins

Staff Present: Spendlove, Strickland, Ebersole

2) Consent Calendar

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

Action: Tabled to next regularly scheduled meeting.

3) Certificate of Appropriateness

- a) Request for a Certificate of Appropriateness for a wall sign on property located at 152 2nd Avenue South c/o Robert Reeder, Lytle Signs on behalf of Float Magic.

Action: Tabled to next meeting.

4) Old Business

- a) Sign Design Guideline Discussion
City Planner Strickland reviewed the updated Sign Design Guidelines draft.

Action: City Planner Strickland will email guidelines draft to Commissioners.

- b) Lobby Display Update
Chairperson Culum presented the update on the next Lobby Display. Women of Twin Falls. She included the 19th Amendment and how women in Idaho received the right to vote.

**Action: Next regularly scheduled meeting: Discuss Options for next City Hall lobby display.
(ex. Lost Buildings of Our Time)**

c) **CLG Grant Update**

City Planner Strickland updated commission on the reallocation of the awarded CLG grant funds.

Chairperson Culum shared the information for the Visit Southern Idaho walking tour app.

The buildings featured on the walking tour must be on the National Registry. She stated the Historic City Park district will be the subject of the first tour.

Action: Commissioner Baughman will review and fine tune the script from last years tour to review with commission.

Action: City Planner Strickland to have information for the CEG grant by next regularly scheduled meeting.

5) New Business

- New members will be confirmed by City Council on Monday, August 24, 2020.

6) Upcoming Meeting(s)

Special Meeting called for August 25, 2020 at 4:00 pm.

7) Adjournment

The meeting adjourned at 12:24 pm

Kelli Ebersole, Administrative Assistant



Twin Falls Historic Preservation Commission Minutes

Tuesday, August 25, 2020, 4:00 PM

203 Main Avenue East
Twin Falls, ID 83301

SPECIAL MEETING

Members: Samra Culum Chairperson, Shane Cook Vice Chairperson, Allen Easterling, Doug Baughman, Jennifer Shaffer, Ben Woodbury

Council Liaison: Craig Hawkins

1) Confirmation of Quorum/Call Meeting to Order

Chairperson Culum called the meeting to order at 12:00 pm.

A quorum was present.

Chairperson Culum introduced Ben Woodbury as a new commissioner.

Members Present: *Culum, Easterling, Shaffer, Baughman, Woodbury, Hawkins*

Staff Present: *Spendlove, Ebersole, Strickland*

2) Certificate of Appropriateness

- a) Request for a Certificate of Appropriateness for a wall sign on property located at 152 2nd Avenue South c/o Robert Reeder, Lytle Signs on behalf of Float Magic.

Staff Presentation:

City Planner Strickland presented the Request for a Certificate of Appropriateness for a wall sign on property located at 152 2nd Avenue South c/o Robert Reeder, Lytle Signs on behalf of Float Magic.

The property is located within the C-B Zoning District and the Twin Falls Downtown Historic District.

The request is for the applicant to install a sign. The sign will be designed to be channel letters with halo illumination and is approximately 59.79 square feet in size.

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 however in the Downtown Historic District, therefore approval of a Certificate of Appropriateness is required. It is currently being used as a retail space.

Per City Code 10-13-1, a Certificate of Appropriateness is required for any exterior alterations to buildings within a Historic District as identified by City of Twin Falls.

Staff has determined that the request does follow the Downtown/City Park Historic Guidelines.

The applicable design guideline sections that are applicable to this request are:

- 2.1 General Guidelines
- 3.8 Signs

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:

Brandon Byce, Lytle Signs, presented the request for a Certificate of Appropriateness for a wall sign on property located at 152 2nd Avenue South. Mr. Byce brought a sample of the material being used for free standing sign. He stated there will be a backlit wall sign, a non illuminated free standing sign and a reader board.

HPC Questions & Comments:

- Commissioner Woodbury asked which sign will have the Exterra material.
- Applicant Byce stated it will be used for the wall sign. He stated there will be white lights in channel to back light sign.
- Commissioner Woodbury asked about the testing of Exterra material and its durability.
- Applicant Byce gave examples of the durability testing and stated it is made from compressed hardwood.
- Commissioner Easterling asked how long the sign and material will last.
- Applicant Byce stated it can last up to 15 years.

Discussions Followed: without concern

MOTION: Commissioner Easterling moved to approve the Certificate of Appropriateness for a wall sign on property located at 152 2nd Avenue South.
Commissioner Baughman seconded the motion.

Unanimously approved by a vote 5 to 0.

3) Upcoming Meeting(s)

- Special Meeting: Tuesday, September 1, 2020 at 4:00 pm.
- Monday, September 21, 2020

4) Adjournment

The meeting adjourned at 4:36 pm.

Kelli Ebersole, Administrative Assistant



Twin Falls Historic Preservation Commission Minutes

Tuesday, September 1, 2020, 4:00 PM

203 Main Avenue East
Twin Falls, ID 83301

COUNCIL CHAMBERS SPECIAL MEETING

Members: Samra Culum Chairperson, Shane Cook Vice Chairperson, Allen Easterling, Doug Baughman, Jennifer Shaffer, Ben Woodbury

Council Liaison: Craig Hawkins

1) Confirmation of Quorum/Call Meeting to Order

Chairperson Culum called the meeting to order at 04:03 PM

A quorum was present.

Members Present: Culum, Baughman, Easterling, Shaffer, Woodbury, Hawkins

Staff Present: Spendlove, Ebersole

2) Certificate of Appropriateness

- a) Request for a Certificate of Appropriateness for expansion of the Twin Falls County Jail on property located at 504 Gooding Street North.

Staff Presentation:

PZ Director Spendlove presented the Request for a Certificate of Appropriateness for expansion of the Twin Falls County Jail on property located at 504 Gooding Street North.

The applicant is requesting approval of a Certificate of Appropriateness to construct a 6,200 sq. ft. addition to property located at 504 Gooding Street North.

This property is located within the CB; Central Business Zoning District and the City Park Historic District. The building was constructed in 1988 after the original National Registry Survey was done.

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

The historic preservation commission shall review the "design guidelines" as they exist or as amended for compliance before issuing a certificate of appropriateness.

Such a certificate is to be issued by the historic preservation commission prior to the issuance of a building permit altering structures.

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

application.

The Commission may approve, approve with conditions, or deny the request.

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 Code 10-13-1 states for those properties located within the Twin Falls Downtown Historic District.

A certificate of appropriateness shall be required whether a building permit is required.

Chapter 2, 3, 5 are applicable to a request for additions within the City Park Historic District. The applicable checklists have been provided in the staff report.

The materials, colors and style of the addition being proposed will be of the same design to prevent the addition from looking different from the existing building which should have minimal impacts on the non-contributing building.

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

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

Applicant Presentation:

Bob Beer, Superintendent for Twin Falls County, thanked the commission for holding a special meeting to hear this item. He explained that it is a time sensitive project and will be used as a COVID19 isolation ward. Project to be complete by December 31 for federal funding.

HPC Questions & Comments:

- Commissioner Woodbury asked about the predominant materials.
- PZ Director Spendlove stated he is unsure of the percentage of materials, but the building will be built similar to what is there.
- Commissioner Easterling asked how many more beds will be added.
- Mr. Beer explained the layout and the future uses for the facility.
- Chairperson Culum asked about the need for additional sidewalks.
- PZ Director Spendlove stated there is no need for additional sidewalks.

Discussion Followed: without concerns

Motion:

Commissioner Easterling made a motion to approve the Certificate of Appropriateness to construct an addition to property located at 504 Gooding Street North.

Commissioner Woodbury seconded the motion.

Unanimously Approved by a vote of 5-0

3) New Business

a) Proposed change of regular HPC meeting time

Discussion ensued about changing the regular HPC meeting time to the 1st and 3rd Monday on the month at 3:00 pm.

Motion:

Commissioner Easterling made a motion to change the HPC meeting time to the 1st and 3rd Monday of the month at 3:00 pm, effective September 21, 2020.
Commissioner Woodbury seconded the motion.

Unanimously Approved by a vote of 5-0

b) Historic City Park script review for Walking Tour App

Discussion ensued regarding the Walking Tour script for the Historic Park District. The language was reviewed and recommendations were given.

Motion:

Commissioner Baughman made a motion to approve the Walking Tour script, with modifications to submit for approval with Pete L'Orange.
Commissioner Woodbury seconded the motion.

Unanimously Approved by a vote of 5-0

4) Upcoming Meeting(s)

a) Monday, September 21, 2020

5) Adjournment

The meeting adjourned at 04:54 PM

Need photos or what is appropriate and inappropriate.

Signage for TF Downtown & City Park Districts

Appropriate

- Locate signs such that they fit within the architectural features of a façade, such as the panel band above the transom windows, above entryways, awnings, or display windows; or project from these areas.
- Line up signs with other signs along the block.
- Scale and orient signs based on pedestrian traffic.
- Use painted/enameled metal or wooden signs.
- Paint signs or gold-leaf directly on windows.
- Preserve or lightly repaint faded or “ghost signs” on brick exteriors.
- Create one sign or aggregate multiple signs for multiple signs for multiple upper floor tenants.

Inappropriate

- Install electronic displays or reader boards.
- Install internally lit/backlit plastic signs.
- Include illuminated signs with flashing, moving, or brightness changing elements.
- Use plastic on the exterior of a sign.
- Install free standing or roof mounted signs.

Proposed Changes

General Guidelines: Sign Character, Materials & Color

- Typefaces that are in keeping with those seen in the area traditionally are encouraged.
- Painted wood, sign-grade foam, metal are appropriate materials for signs or modern vinyl.
- Other materials may be considered if the material is durable and does not have a plastic appearance.
- Highly reflective materials shall not be used.
- 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.
- It is inappropriate to include moving or rotating sign parts.

Sign Installation

- Minimize the number of anchor points when feasible.
- Maintain, protect, and repair the features, material surfaces, and details of historic signs.
- Wherever possible, avoid drilling new holes or creating new fixing positions on historic facades, by using existing holes and fixing positions.
- Sign attachment parts should be reused in their original location to protect the original building material.

Need photos or what is appropriate and inappropriate.

- Sign attachment parts should avoid damaging any architectural details or features of the building, for example projecting signs or hardware must be drilled into the mortar to protect the historic brick.
- Only one awning sign/canopy sign, projecting, hanging, or blade sign is allowed per building.
- Any new sign bracket of a projecting, hanging or blade sign shall be designed as a decorative or complementary element.
- Any new sign bracket or fixing position for a blade sign shall be designed with reuse of the bracket in mind.
- When reuse of the existing fixing positions is not feasible covering previous fixing positions shall be done.

Need photos or what is appropriate and inappropriate.

Sign Types

Awning & Canopy Signs

A sign that is painted on or otherwise made part of the awning material. Signs are limited to the vertical portions of the awning, the sides and the front valance. No signs shall protrude beyond the vertical ~~façade~~ **face of the awning/canopy**

- 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 surface to which it is applied.
- Consider sign lettering centered on a building canopy where a flush-mounted sign would obscure architectural details.
- Material should be high quality, colorfast and sun fade resistant.
- Nylon, canvas or other similar materials are suitable.
- Vinyl or plastic materials are not appropriate.



Need photos or what is appropriate and inappropriate.

Hanging Signs

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

A hanging sign is an under canopy hanging sign is a sign that hangs from the underside of a canopy or building projection and does not employ ground support in any ~~matter.~~ manner

- A small hanging sign is easier for a pedestrian to read than other sign types and is encouraged.
- A hanging sign should be mounted to provide nine feet of clearance between the sidewalk and bottom of the sign.
- Signs should not obscure the view of any windows, existing signs, and/or adjacent buildings to an unreasonable extent.
- Any two-sided sign shall be designed to be back to back and in no case shall both sides of the sign be visible at any one time to the reader.
- Reusing existing sign positions, fixing positions, or covering previous fixing positions ~~shall be required.~~ shall be used if possible.

Need photos or what is appropriate and inappropriate.

- One hanging sign is allowed per canopy.
- A hanging sign should be mounted perpendicular within the building façade.
- A hanging sign shall be no more than 8 square feet in size.



Illuminated Signs

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.

- Unless historically documented, in the NRHP period of significance intermittent, moving or flashing light sources should be avoided.
- It is appropriate to have light signage with single tube neon or warm colored bulbs.
- The plastic or vinyl faces used for internally illuminated signs are discouraged, unless historically documented during the NRHP period of significance.
- It is inappropriate to install electronic message center displays or reader board signs.

Need photos or what is appropriate and inappropriate.

- It is inappropriate to install a free standing, roof mounted or internally lighted ~~lit~~ signs.



Blade Sign

A blade sign is a type of projecting **sign** mounted on a building facade or storefront pole or attached to a surface perpendicular to the normal flow of pedestrian traffic.

- Locate small projecting signs near the business entrance, just above the door or to the side of it.
- A blade sign should be mounted to provide nine feet of clearance between the sidewalk and bottom of the sign.
- Only one projecting or awning sign blade sign may be installed per building.
- A blade sign larger than 8 square foot not permitted unless other types of

Need photos or what is appropriate and inappropriate.

signage are not appropriate for the building or unless historically documented during the NRHP period of significance.

- Any two-sided sign shall be designed to be back to back and in no case shall both sides of the sign be visible at any one time to the reader.
- Reusing existing sign positions, fixing positions, or covering previous fixing positions shall be required. shall be used if possible.
- Signs should not obscure the view of any windows, existing signs, and/or adjacent buildings to an unreasonable extent.



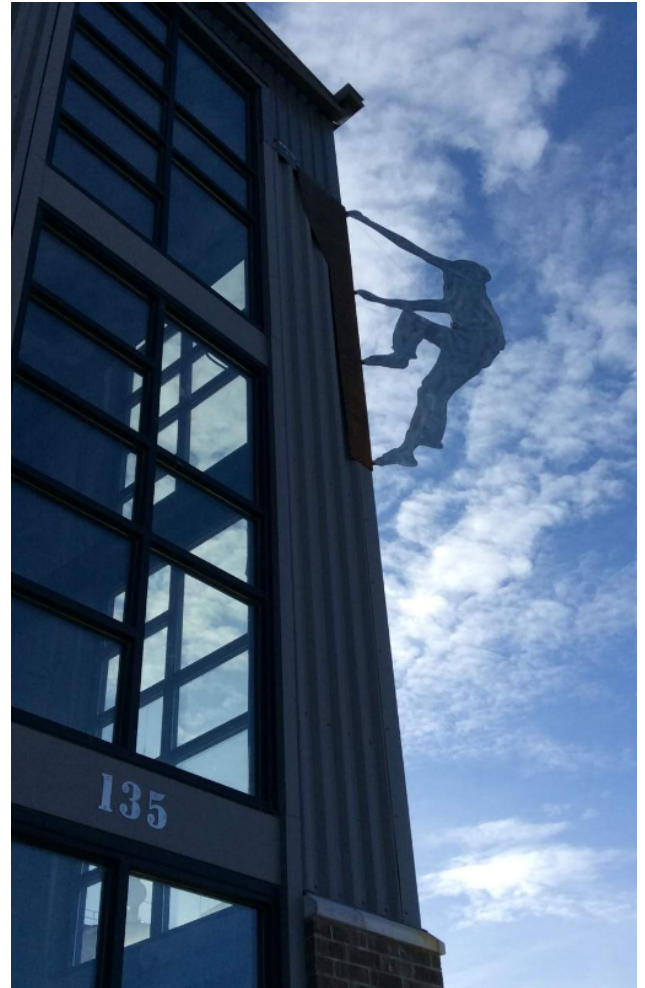
Projecting Signs

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

- 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.

Need photos or what is appropriate and inappropriate.

- A projecting sign shall be scaled according to building height. A building 25 feet or less, shall have a projecting sign that is no more than eight square feet in size. A building 25 feet or greater shall have no more than twelve square feet in size. Smaller signs are preferred. A projecting sign shall appear to be in proportion with the building. It should not overwhelm the appearance of the building or obscure key architectural features.
- A large, twelve-square-foot projecting sign is not permitted unless other types of signage are not appropriate for the building or unless historically documented during the NRHP period of significance.
- Projecting a sign from the building wall should be attuned to the mass and scale of the building to which it is attached. A large projecting sign on a small building would compete with the architectural feel of the structure and therefore would not be permitted.
- Only one projecting or awning sign may be installed per building.
- Any two-sided sign shall be designed to be back to back and in no case shall both sides of the sign be visible at any one time to the reader.
- Reusing existing sign positions, fixing positions, or covering previous fixing positions shall be required. shall be used if possible.
- Signs should not obscure the view of any windows, existing signs, and/or adjacent buildings to an unreasonable extent.



Wall Signs

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

- Place the sign relatively flush with the building facade and align it with other signs.
- 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 if possible.
- Design a wall sign to sit within, rather than forward of, the fascia or other

Need photos or what is appropriate and inappropriate.

architectural details of the building.

- In general, wall signs should be oriented toward the pedestrian and therefore, fixed on a lower section of the building.



Window Coverings Dressings, Clings, Decals

Window coverings are any opaque, translucent, or transparent material to any window of a building that contains business signage, advertisements, open signs, hours of operation, paper flyers, and other messages.

Window dressings include any material added to a window to reduce sunlight heat and UV ray impacts to the interior of the building and do not contain advertisement content.

Need photos or what is appropriate and inappropriate.

- ~~Window coverings do not include translucent material that does not contain any business signage, advertisements, or other messages.~~
- Window coverings are not to account for more than 50% of any one window. Window dressings shall not cover more than 75% of the window.
- Window dressings shall be opaque, translucent or tented material.
- Window dressings shall be mounted on the inside of the window to minimize exposure to the elements and reducing maintenance issues.
- ~~No window shall be covered with any reflective material that is not business signage, advertisements, open signs, hours of operation, or other messages.~~



Window Signs

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.

- Electronic message-center signs **located on the inside of the window** that are designed to be visible from the right-of-way are not allowed.
- No more than **40%** of a window shall be covered by business signage, advertisements, open signs, hours of operation, and other messages. **Window signs shall not cover more**

Need photos or what is appropriate and inappropriate.

than 75% of the window.

- Signage is restricted to the first floor of a building.
- Window signs may be painted on the glass, attached with vinyl, hung just inside a window, using attachment materials as reviewed and approved by the commission, or located within three feet of the inside of a window oriented to pedestrian traffic.

