



## Twin Falls Historic Preservation Commission Minutes

Monday, June 21, 2021, 3:00 PM

203 Main Avenue East  
Twin Falls, ID 83301

Council Chambers

**Members:** Samra Culum Chairperson, Doug Baughman Vice Chairperson, Jennifer Shaffer, Ben Woodbury, Lisa Maas, Allen Easterling

**Council Liaison:** Craig Hawkins

### 1) Confirmation of Quorum/Call Meeting to Order

Chairperson Culum called the meeting to order at 03:01 PM  
A quorum was present.

**Members Present:** Culum, Easterling, Baughman, Maas, Woodbury

**Staff Present:** Hart, Strickland, Ebersole

### 2) Consent Calendar

**MOTION:** Commissioner Woodbury moved to approve the Consent Calendar, as presented.  
Commissioner Easterling seconded the motion.

**Unanimously Approved by a vote of 5-0.**

- a) Approval of Minutes from the following meeting: May 17, 2021

### 3) Certificate of Appropriateness

- a) Request for a Certificate of Appropriateness for the purpose of installing a sign located at 161 6th Avenue East c/o St. Edwards Church (PZ21-0088).

#### **Staff Presentation:**

City Planner Strickland presented Request for a Certificate of Appropriateness for the purpose of installing a sign located at 161 6th Avenue East c/o St. Edwards Church (PZ21-0088).

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.

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 the Twin Falls City Park Historic Guidelines, the following apply: 2.2 General Guidelines and 3.5 Signs. These sections have been provided in the staff report packet.

Based on these guidelines the Commission is charged with deciding as to whether the project helps to preserve the character of the district. Whether the materials are durable, compatible and appropriate.

The Commissions can approve the request, approve with conditions, or deny the request. 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: not present**

**HPC Questions & Comments:**

- Commissioner Woodbury asked if the sign is a free-standing sign and if the cabinet is being removed?
- City Planner Strickland answered they would like to put the free-standing sign behind the flower bed and the cabinet sign has not been removed yet.
- Commissioner Easterling stated he thinks this is better than the reader box.
- Chairperson Culum stated she does not believe that the reader box is original and this new sign is pedestrian friendly.
- City Planner Strickland stated the picture in the packet was taken in the 1970's.
- Commissioner Woodbury stated he would like the corner stone unobstructed.
- Commissioner Baughman stated he would like the sign shrunk a bit to not obscure the white elements on the building.
- City Planner Strickland will inform Lytle Signs of the requests.
- Commissioner Maas asked if the bricks will be replaced if damaged with the removal of reader board.
- City Planner Strickland stated the damage repair is part of the sign design guidelines.
- Discussion ensued regarding the concern of the height of the sign.

**MOTION:** Commissioner Easterling moved to approve the motion for a Certificate of Appropriateness for installing a sign located at 161 6th Avenue East c/o St. Edwards Church (PZ21-0088), as presented, with conditions that the sign not exceed the height of the existing sign and the width of the sign not to cover the St. Edward's keystone on bottom right hand corner of building.  
Commissioner Woodbury seconded the motion.

**Unanimously Approved by a vote of 5-0.**

**4) Old Business**

**a) CEG & CLG Grant Discussion**

City Planner Strickland stated the applications and materials have been submitted, but has not heard back from State regarding the approval of the grants.

**CEG Grant -**

Rock Creek sign will be installed this week by Lytle Signs at Dennis Bowyer Park. City Planner Strickland will take photos to send to State when installed. Discussions ensued regarding possible publicity, once installed.

Idea: Have a mini Warehouse District tour starting at the new sign.

**CLG Grant –**

Documents submitted 5/27/21. Lisa is waiting on invoice for the editing portion and will follow up with Melissa Barry.

7/15/21 is deadline for the next CEG Grant. Commissioner Woodbury is working with Lytle Signs regarding blade signs recognizing the historic districts or building at the lamp posts. Chairperson Culum asked about logos for the different historic districts.

**Action Plan:** City Planner Strickland and Commissioner Woodbury to have working meeting with the Streets Dept. to discuss signs.

CLG grant application due in December.  
Idea - surveying the historic areas and update districts.

**5) New Business**

- a) Review of Commission Member Terms  
City Planner Strickland reviewed member terms. Commissioners Baughman and Easterling 1st term is up at the end of June.

**Action Plan:** Commissioners to email staff if interested in second term.

One vacancy for a building owner in a historic district on Commission.  
Commissioners were asked to email staff with potential candidates.

Discussion ensued regarding have an end of year recap of HPC decisions/approvals in December.

**6) Upcoming Meeting(s)**

- a) Monday, July 12, 2021-Special Meeting  
Monday, July 19, 2021

**7) Adjournment**

The meeting adjourned at 04:06 PM

*Kelli Ebersole*

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Kelli Ebersole, Administrative Assistant