

March 3, 2022

The HISTORIC PRESERVATION COMMISSION met in the Bell Building Upstairs Conference Room at 215 "D" Street. Chair Ross called the meeting to order at 10:00 a.m.

Historic Preservation meetings are recorded live. To view the full video, go to <https://livestream.com/lewiston> and select City Events/Miscellaneous Events.

I. CALL TO ORDER

COMMISSIONERS PRESENT: Dennis Ohrtman (@ 10:32 am via Zoom); Ged Randall (Zoom); Vikky Ross (in person); Laurinda Riggs (in person); Lisa Hasenoehrl (in person); Leah Boots (in person); Ed King (@ 10:06 am in person); Peggy Heusinkveld (@ 10:30 am in person)

COMMISSIONERS EXCUSED: Greg Follett, Vice Chair

STAFF MEMBERS PRESENT: Aaron Butler, IT (remote); Katie Hollingshead, Assistant Planner;

CITY COUNCIL LIAISON PRESENT: None

GUESTS: None

II. APPROVAL OF FEBRUARY 3, 2022 REGULAR MEETING MINUTES

Commissioner's Riggs and Boots moved and seconded, respectively, to approve the February 3, 2022 regular meeting minutes. The motion passed 5-0 (Commissioner's King, Ohrtman and Heusinkveld joined after the vote).

III. APPROVAL OF FEBRUARY 17, 2022 SPECIAL MEETING MINUTES

Commissioner's Riggs and Hasenoehrl moved and seconded, respectively, to approve the February 17, 2022 special meeting minutes. The motion passed 4-0-1, with Commissioner Randall abstaining because he was not in attendance at the meeting (Commissioner's King, Ohrtman and Heusinkveld joined after the vote).

IV. CITIZEN COMMENTS

None.

V. NEW BUSINESS

1. **CERTIFICATE OF APPROPRIATENESS AT 0306 3RD STREET - AN APPLICATION BY DANIEL MILLER ON BEHALF OF THE NEZ PERCE COUNTY HISTORICAL SOCIETY, TO PLACE THE MIRANDA CABIN AT THE NPCHS CAMPUS (ACTION ITEM):** Chair Ross reviewed the application and welcomed the applicant, Daniel Miller, to the meeting. Chair Ross led the Commission through each of the sections in the Design Guidelines review sheet. The Commission found the application was compliant with guideline sections C-1, C-4 and D-1. The Commission determined that all other sections were not applicable to the project. Commissioners Randall and Boots moved and seconded, respectively, to approve the Certificate of Appropriate for the project and directed staff to draft a letter stating the same. Motion passed 6-0 (Commissioner King joined the meeting at 10:06 am).
2. **CERTIFICATE OF APPROPRIATENESS AT 707 7TH AVE - AN APPLICATION BY JESSE MEYER ON BEHALF OF GATEWAY CHURCH TO REPLACE THE FAILING FLAT ROOF WITH A NEW DURO-LAST FLAT ROOF (ACTION ITEM):** Chair Ross reviewed the application and led the Commission through each of the sections in the Normal Hill Heritage Overlay review checklist. The Commission found that the application was compliant with factors 1, 4 and 6 of section 37-41B.3 of City Code. The Commission determined all other factors were not applicable to the project. Commissioners Randall and King moved and seconded, respectively to approve the Certificate of Appropriateness for the project and directed staff to draft a letter stating the same. Motion passed 6-0.
3. **LETTER OF SUPPORT FROM THE HISTORIC PRESERVATION COMMISSION IN REGARDS TO NEW COURTHOUSE:** Chair Ross explained that she had asked for this item to be added to the agenda because she had received an email from the Nez Perce Historical Society asking if the Commission would be involved in the design of the new Courthouse or if the Commission would be salvaging any of the historic features from the current Courthouse or if the Commission would be involved in any sort of mitigation process. Staff Hollingshead stated that per the State of Idaho Historical Preservation Office there was no required mitigation because no Federal funding was being used in the building of the new Courthouse. The Commission discussed various portions of the project and the general desire to encourage the Board of County Commissioners to consider saving any historical elements and reusing them if possible. Chair Ross stated that the Nez Perce County Historical Society will also be sending a letter and she wanted the Commission to decide if they wanted to partner with NPCHS on a letter or send a separate letter. After some additional discussion, the Commission decided that a letter specifically from the

Historic Preservation Commission would be best. The Commission decided to draft a letter of concern and a request for consideration to be sent to the Board of County Commissioners. Commissioner Boots volunteered to work on a draft and have something for the Commission to review at the April meeting.

VI. OLD BUSINESS

1. REVIEW OF SURVEY QUESTIONS FOR PRESERVATION PLAN OUTREACH:

Staff Hollingshead reviewed the questions one by one with the Commission. The Commission discussed the wording of some of the questions and discussed questions to add and questions to remove. Commissioner Ohrtman asked if he could meet with staff after the meeting to help smooth some of the language after the Commission had decided which questions to include. Staff Hollingshead said she would email Commissioner Ohrtman after the meeting so that he could come in to do so. (Commissioner Ohrtman left the meeting at 10:50 am) The Commission then discussed making the contact information not a requirement to complete the survey and to add a comment box for survey takers to add any additional comments they might have.

2. PLAQUES COMMITTEE:

Staff Hollingshead said that she had received input from Commissioner Boots and King and incorporated that into the draft application. Staff Hollingshead asked that the Commission review the new draft that had been sent out and provide any other comments they might have. Staff Hollingshead said that Commissioner King wanted to discuss adding some buildings to the project that were not listed on the current walking tour map. Commissioner King went over five (5) additional buildings that he would like to add to the list of properties to get plaques for. Staff Hollingshead said that she would adjust the application to show both with the additional properties and without and the Commission could vote on how they would like to proceed. (Commissioner Hasenoehrl left at 11:26 am)

3. ORCHID AWARDS PLANNING:

Staff Hollingshead let the Commission know that no nominations have been received to date. Ads are being ran in the Tribune and the press release and nomination form are posted on the front page of the City website, HPC's webpage and on the City's Facebook page. Staff Hollingshead encouraged the Commission to consider projects that they would like to see nominated and to start working nominations they would like to submit. The Commission discussed several projects that had been completed or were in the works and staff asked that Commissioners each bring back a nomination to the April meeting.

- VII. **COMMISSIONER COMMENTS:** Commissioner King let the Commission know that he had had a chance to talk to Mark Alexander and had been given permission to repaint the "Coming Soon" sign on the Penny Lane building.
- VIII. **STAFF-COMMISSION COMMUNICATIONS:** Staff Hollingshead reviewed some information that had been asked during the discussion with the consultant at the last meeting regarding how to make property owners be aware their properties are located in the historic district. Staff reached out to a local title company about having the information recorded against a property so that it would show up in a title report and the title company said that is not a function of title insurance. There is still the possibility of having information recorded on each property but there is a fee associated with that, and over 200 parcels in the historic district, which would make the it cost prohibitive for the Commission to undertake. Staff also reached out to City Utility billing regarding having an insert sent out in utility bills to all properties in the historic district and utility billing is working through how to make that work. Staff Hollingshead also said that the Commission could send out another mailer like it did at the beginning of 2021 when the district expansion was completed. Lastly, Staff suggested the Commission could go door to door with a flier but there was the possibility of only notifying the business owners, not the property owners by doing so. Commissioner King asked if staff could reach out to other communities with historic districts to find out how they deal with this problem. Staff Hollingshead will bring back whatever information she collects to the April meeting.
- IX. **ADJOURN**
There being no further business, Chair Ross adjourned the meeting of the Historic Preservation Commission at approximately 11:43 a.m.

RESPECTFULLY SUBMITTED,



Katie Hollingshead
Recording Secretary



Chairperson or Acting Chairperson
Historic Preservation Commission

Approved this 7th day of April, 2022.