

March 11, 2021

---

The HISTORIC PRESERVATION COMMISSION met in the City Hall West Conference Room at 1134 "F" Street and via Zoom Meeting (video conferencing) Service (app). Chair Bly called the meeting to order at 10:20 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:* Michelle Bly, Chair (in person); Brett Gile (in person); Dennis Ohrtman (ZOOM); Ed King (via phone); Linnea Noreen (in person)

*COMMISSIONERS EXCUSED:* Greg Follett, Vice Chair; Ged Randall; Vikky Ross; Leah Boots

*STAFF MEMBERS PRESENT:* Joel Plaskon, Planner - City Planner (ZOOM); Aaron Butler, IT (ZOOM); Katie Hollingshead, Assistant Planner (in person)

*CITY COUNCIL LIAISON PRESENT:* Mayor Pro Tem Kathy Schroeder (ZOOM)

*GUESTS:* None

**II. CITIZEN COMMENTS**

None.

**III. NEW BUSINESS**

- CERTIFICATE OF APPROPRIATENESS, NORMAL HILL HERITAGE OVERLAY ZONE - 613 PROSPECT AVENUE - REPLACE 3 WINDOWS AND FRONT STEP RAILING:** Staff Hollingshead reviewed the application and the photos provided in the packet to the Commission. Staff noted that one of the windows being replaced is at the back of the house and is not visible from the street along with the proposed handrail at the backyard entrance to the house. Staff reminded the Commission that although those items were part of the description of proposed work, the Commission would not be reviewing those items since they were not visible from the public right of way. Chair Bly walked the Commission through the review checklist and found that the project was in compliance with factors 1,4 and 6. Commission found that the

project was in compliance with factors 2 and 3. Commission found that factors 5 and 7 were not applicable. Commissioner Ohrtman motioned to approve the Certificate of Appropriateness, Commissioner Gile seconded. The motion carried 5-0.

2. **CERTIFICATE OF APPROPRIATENESS, NORMAL HILL HERITAGE OVERLAY ZONE - 312 1<sup>ST</sup> AVENUE - REPLACE EXISTING ROOF WITH NEW ARCHITECTURAL SHINGLES:** Staff Hollingshead presented the application and photos provided. Chair Bly walked the Commission through the review checklist. The Commission found that the project was in compliance with factors 1, 4 and 6. Commission found that the project was in compliance with factor 3. Commission found that factors 2, 5 and 7 were not applicable. Commissioner Ohrtman motioned to approve the Certificate of Appropriateness, Commissioner Noreen seconded. The motion carried 5-0.
3. **CERTIFICATE OF APPROPRIATENESS, NORMAL HILL HERITAGE OVERLAY ZONE - 227 2<sup>ND</sup> AVENUE - REPLACE EXISTING TILE ROOF WITH NEW ARCHITECTURAL SHINGLES:** Staff Hollingshead presented the application and photos provided. Chair Bly walked the Commission through the review checklist. Commission discussed replacement of tile roofs in the valley and the lack of skilled craftsmen to do this particular kind of work. Commission found that the project was in compliance with factors 1, 4 and 6. Commission found that the project was in compliance with factors 3 and 5. Commission found that factors 2 and 7 were not applicable. Commission discussed if a color recommendation was appropriate. Commission discussed possible timing of the installation of the tile roof and what the original roof might have been. Commissioner Gile motioned to approve the Certificate of Appropriateness, Commissioner Noreen seconded. The motion carried 5-0.

#### IV. **OLD BUSINESS**

None.

- V. **COMMISSIONER COMMENTS:** Chair Bly asked Staff Hollingshead what kind of response is received from homeowners/contractors when they find out about the COA process. Staff Hollingshead said that two of the three applications from today were not aware of the process or the requirement of a COA but that staff tries to work with homeowners and contractors to make the process as fast and smooth as possible. Commissioner King noted that, as a former contractor, finding out that there is another step in the process that can potentially slow your project down is a contractor's worse

nightmare. Commission King said that staff and the Commission being cognizant of the time restraints that the additional review has on contractors is a good policy. Mayor Pro Tem Schroeder commented that she was very proud of the work that the Commission does and feels that the process works well and that the reviews are important.

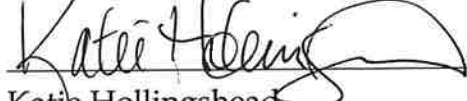
VI. **STAFF-COMMISSION COMMUNICATIONS:**

Staff Hollingshead thanked the Commission for their willingness to meet so quickly in order to complete the COA reviews in a timely manner. Staff reminded the Commission that Normal Hill Heritage Overlay Zone reviews have a deadline of 14 days from time of receipt of a complete application.

VII. **ADJOURN**

There being no further business, Commissioner's Ohrtman and Gile moved and seconded, respectively, to adjourn. The motion carried 5-0 and the Historic Preservation Commission adjourned at approximately 10:52 a.m.

RESPECTFULLY SUBMITTED,



Katie Hollingshead  
Recording Secretary



Chairperson or Acting Chairperson  
Historic Preservation Commission

Approved this 1st day of April, 2021.