

June 3, 2021

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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 10:00 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 (ZOOM); Ed King (in person); Linnea Noreen (in person) Brett Gile (in person); Michelle Bly, Chair (ZOOM); Ged Randall (ZOOM) Vikky Ross (in person); Leah Boots (in person); Greg Follett, Vice Chair (in person)

COMMISSIONERS EXCUSED: None

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

CITY COUNCIL LIAISON PRESENT: Kathy Schroeder, Mayor Pro-Tem

GUESTS: Pete L’Orange, SHPO;

**II. APPROVAL OF MAY 6, 2021 REGULAR MEETING MINUTES**

Staff Hollingshead stated that Commissioner Ross had brought to her attention a correction that was needed on the minutes and an updated version would be presented at the July meeting.

**III. CITIZEN COMMENTS**

None.

**IV. NEW BUSINESS**

**1. DRAFT REVIEW SHEETS FOR CERTIFICATE OF APPROPRIATENESS IN WEST END HISTORIC DISTRICT :**

Staff Hollingshead briefly reviewed the review sheets that had been created using the Secretary of the Interior’s standards and the newly adopted Design Guidelines for the West End Historic District. Chair Bly asked if some previous Certificate of Appropriateness applications could be presented at the next meeting so that the Commission could work through using the new forms with actual examples. Staff Hollingshead said she would include that information in the July meeting packet.

**2. TRAINING ON SECRETARY OF THE INTERIOR 'S STANDARDS:**

Staff Hollingshead called on Pete L'Orange from the State Historic Preservation Office to begin the training presentation. Pete reviewed the ten (10) general guidelines from the Secretary of the Interior's standards and showed examples of each. At the end of the presentation Commissioner's asked if the slides could be shared with them for reference. Pete said he would email the slides to Staff Hollingshead for distribution.

**V. OLD BUSINESS**

1. **PRIORITIES PLAN:** Staff Hollingshead reviewed the couple of items that she had updated from the last meeting. Staff Hollingshead asked the Commission to review the items that were still on the Priorities Plan and pick a direction for the Commission to move forward with. Either project wise or for a grant application. Discussion regarding items that would be appropriate for a grant application and items that did not require funding ensued. The Commission asked that the Priorities Plan continue to be an item on the agenda.

2. **CLG GRANT APPLICATION, NORMAL HILL HERITAGE OVERLAY ZONE - EXPANSION OF DISTRICT VS NATIONAL REGISTER NOMINATION:** Staff Hollingshead reviewed the work that had been completed in 2019. Commissioner discussed the differences between an overly zone versus a Historic District. Commissioner Ross stated that she thought that the goals the Commission had wanted to achieved were being accomplished with the overlay. Commissioner Randall agreed and stated that he felt that a Historic District gave the Commission less control locally because of the more stringent standards that come from the Parks Service. Commissioners discussed the costs and what work would need to be done for the project. Chair Bly asked Mayor Pro-Tem Schroeder if she knew what the Council's preference was for the Commission. Mayor Pro-Tem Schroeder said she didn't know but her own opinion was that the overlay zone was a good thing and she would support an expansion. Pete L'Orange offered some clarification on how the SHPO grants worked for the Commission's information. Chair Bly asked Staff Hollingshead to research what a consultant would cost for a survey of the area of expansion. The Commission discussed what information they would need to gather before making a presentation to City Council.

**VI. COMMISSIONER COMMENTS:** None.

**VII. STAFF-COMMISSION COMMUNICATIONS:** Staff Hollingshead let the Commission know that Carolyn Honeycutt, the executive director of Beautiful Downtown Lewiston will be in attendance at the July meeting to give an update on downtown happenings. Staff

Hollingshead also let the Commission know that she would send out timesheets and the presentation materials from Pete L'Orange. Staff Plaskon reminded the Commission that the City's IT department was phasing out Zoom meetings and that the Commission should expect that Commissioner's and staff will need to attend meetings in person going forward. Chair Bly asked if the Bell Building was ready for meetings to be held there yet and Staff Hollingshead said she was waiting on confirmation from IT but that it should be in the near future and that she would notify the Commission when the location change happens.

**VIII. ADJOURN**

There being no further business, Chair Bly adjourned the meeting of the Historic Preservation Commission at approximately 11:23 a.m.

RESPECTFULLY SUBMITTED,

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Katie Hollingshead  
Recording Secretary

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Chairperson or Acting Chairperson  
Historic Preservation Commission

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2021.