

August 5, 2021

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The HISTORIC PRESERVATION COMMISSION met in the Bell Building Upstairs Conference Room at 215 "D" Street. Chair Bly called the meeting to order at 10:04 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; Ed King; Linnea Noreen (joined meeting at 10:07 a.m.); Michelle Bly, Chair; Ged Randall; Leah Boots; Vikky Ross

*COMMISSIONERS EXCUSED:* Greg Follett, Vice Chair; Brett Gile

*STAFF MEMBERS PRESENT:* Aaron Butler, IT (remote); Katie Hollingshead, Assistant Planner; Kayla Hermann, Assistant City Attorney

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

*GUESTS:* None

**II. APPROVAL OF JULY 1, 2021 REGULAR MEETING MINUTES**

Commissioner's King and Randall moved and seconded, respectively, to approve the July 1, 2021 regular meeting minutes. The motion passed 6-0 (Commissioner Noreen joined the meeting after the vote).

**III. APPROVAL OF JULY 15, 2021 WORK SESSION MEETING MINUTES**

Commissioner's Ross and Randall moved and seconded, respectively, to approve the July 15, 2021 work session meeting minutes. The motion passed 6-0 (Commissioner Noreen joined the meeting after the vote).

**IV. CITIZEN COMMENTS**

None.

**V. NEW BUSINESS**

1. Certificate of Appropriateness, Normal Hill Heritage Overlay Zone - 308 4<sup>th</sup> Ave - Replacing existing basement window with egress window and window well: Staff

Hollingshead presented the application and went through the pictures provided. Commissioner Kind mentioned that when he had installed egress windows in his own home that he had trimmed out the surround of the window and wondered if the Commission could ask the same of the applicant. Staff Hollingshead said that if the Commission wanted to make that recommendation as part of the Certificate of Appropriateness, that the language could be added to the letter that is issued. Commission went through the compliance factors on the review sheet and found that the proposal was consistent with factors 1, 4, and 6. Commissioner Ross moved to approve the Certificate of Appropriateness with the recommendation that the new window be trimmed out in a similar manner to the existing windows. Commissioner Randall seconded. Motion passed 6-1.

2. **Plaques Project:**

Staff Hollingshead went through the information that she had collected and included in the packet and asked the Commission if they wanted to discuss this project or just form a subcommittee to work on the project. Commissioner's Ohrtman and Ross provided some background on the work that they had previously been a part of when the plaque project had first been started. Commissioner King asked if this project should be done in conjunction with the Sidewalk Vault project since they will be going around to businesses anyways. Staff Hollingshead mentioned that frequently the business owner or building owner isn't going to be aware of the historical background of the building and that talking to business/building owners is probably going to be the last step in the process. The Commission discussed scope of size and number of buildings that might be included. Commission decided to form a subcommittee to further research the project. Commissioner's King and Noreen volunteered to head the subcommittee. Chair Bly asked that an agenda item for an update from the subcommittee be added to the September agenda.

VI. **OLD BUSINESS**

1. **ABOVE GROUND UTILITY STRUCTURES:** Assistant Attorney Hermann reviewed the sections of the proposed Ordinance that the legal department felt might be in conflict with Idaho Code. Assistant Attorney Hermann said that the three (3) exemptions regarding Above Ground Utility Structures is what concerns the legal department. Hermann read through the different scenarios that the legal department had come up with instead of the three (3) proposed exemptions. She mentioned removing the right of way from the Historic District, creating a definition for traffic

control devices and exempting those specific devices, and limited the exemption to specific materials and colors. Commissioner Noreen asked if the Commission could still send the Ordinance to Council without making any of the changes that legal was suggestion. Hermann stated that yes, the Ordinance could be sent without the changes. Conversation ensued regarding the practicality of the changes and the potential number of providers that might be involved. Commissioner Ohrtman shared the struggles that the Historical Society had when moving the Territorial Capital Building and the number of providers that was discovered existed on the poles. Commissioner Boots spoke about changing some language regarding traffic control devices and removing the wood or metal language. Commissioner King agreed that making the language fair to all parties is the best course of action. Chair Bly called for the question to have a motion to accept or reject the proposed Ordinance. Commission Noreen asked if she could pose one more question and asked about the additional language legal was suggesting to be added to the beginning of the Exemptions section. Hermann said that she had taken the language directly from Idaho Code and thought that it strengthened the section. Chair Bly reviewed each of the items that legal was suggested to be changed and directed Assistant Attorney Hermann to make the changes and bring back an updated Ordinance for the Commission to review at the September meeting.

- VII. **COMMISSIONER COMMENTS:** Commission King brought back a report on his sidewalk vault homework. Commissioner King said that he met with Kris Dugger from Public Works and matches up the vault lists that he had and that had been inventoried by TD&H. There are some discrepancies between the two (2) lists. Commissioner King said that he took a walk about through the downtown area and noticed some other areas that from the street appear to have vaults but aren't identified on either list. Chair Bly thanked Commissioned King for all of his work and asked the sidewalk vault committee members to get together with him to share information.

Commissioner Ohrtman asked about the National Register of Historic Places list that had been provided in the packet and if the Commission should contact the National Park Service and let them know that some of these buildings are not standing anymore. Staff Hollingshead stated that it was her understanding that buildings could remain on the register even if they had been demolished.

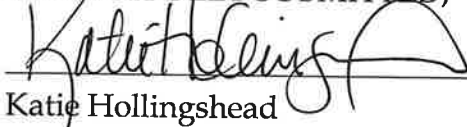
Commissioner Bly announced that her Commission term would be expiring in September and that she would not be continuing as a Commissioner.

VIII. **STAFF-COMMISSION COMMUNICATIONS:** Staff Hollingshead let the Commission know that she would send out timecards and the packet for the special work session on the August 19. Commissioners then discussed their availability to come to the August 19<sup>th</sup> meeting and decided to cancel that meeting and move the Normal Hill Heritage Overlay expansion agenda item to the September meeting. Commissioner Randall asked if the City would be reinstating Zoom meetings due to the rise in Covid-19 infections. Staff Hollingshead said that she would check with the IT department.


IX. **ADJOURN**

There being no further business, Chair Bly adjourned the meeting of the Historic Preservation Commission at approximately 11:31 a.m.

RESPECTFULLY SUBMITTED,



Katie Hollingshead  
Recording Secretary

  
Chairperson or Acting Chairperson  
Historic Preservation Commission

Approved this 2nd day of September, 2021.