

IDAHO FALLS HISTORIC PRESERVATION COMMISSION

Regular Meeting

September 3, 2015

Noon

City Annex Conference Room

Minutes

Attending: Renee Magee, Rox Mitro, Judy Mortimer, Hersh Mynarcik, Kim Smith, Krisi Staten, Graham Whipple, and Julie Williams. Department Director Brad Cramer, Current Planner Brent McLane, and Recording Secretary Debra Petty. Visitor(s) Tom Nance.

Call to Order: The meeting was called to order at 12:00 PM.

Modification to the Agenda: Item 5 on the agenda, Commission Appointments, was moved to the first discussion item.

Commission Appointments: Cramer said it was the custom to place an ad in the paper whenever a vacancy came up on the Commission. Current policy is an interested citizen will submit a Citizen Application, cover letter and resume through the Office of the Mayor. Those applicable to the Community Development Services Department are routed to Cramer. Any expressing interest in Historic Preservation will be routed to the members for review. On a quarterly basis, the Mayor has an ad placed in the paper listing vacancies for all Boards and Commissions. Mitro said an ad is needed because many residents do not know about the commission or that there is a vacancy. Whipple concurred. It is the desire of the Commission to have an ad within the next 30 days. Cramer has worked with Magee on some verbiage for an ad, however, if he is not permitted to place an ad, he will work with the Public Information Officer to do a press release. Cramer asked how the Commission wanted to proceed if there is enough response for a pool of applicants. Whipple would like them to show enough interest by attending a meeting. It is an opportunity for members to get to know them. Cramer said he would attend meetings when there is an interested citizen attending. He would observe and in his memo to the Mayor would request she meet with them. Each candidate must interview with the department director and the Mayor prior to an appointment being made. **Mito moved to have Cramer place an ad in the paper seeking candidates. If that is not possible, have a press release done. All candidates will be invited to attend a meeting of the Commission. Seconded by Smith and passed.**

Approval of Minutes: August 6, 2015. Mynarcik moved to approve the minutes of August 6, 2015, as presented. Seconded by Smith and passed.

Special Meeting for Design Review of Idaho Mountain Trading and Romaine's: The Commission will hold a special design review meeting for Idaho Mountain Trading and Romaine's on September 24, 2015, at noon or 4:00 p.m. Whipple would like Williams to approve the date. Staff will confirm the time that best suits the majority. Packets will be emailed one week prior to the meeting.

Work Program, Year-end Report, and Timesheets: McLane said he is going to condense all volunteer hours into one timecard. He will email it to members for approval. Pete L'Orange, State Historic Preservation Office, is extending the completion of the reconnaissance survey to the end of 2015, rather than roll the project over to 2016. In the future he would like each project to be addressed separately instead of lumping them together. This permits a project to be closed out when complete. McLane has until the end of the month to submit applications for the work program. Below is a list of projects for the 2015 and 2016 Work Programs.

- Walking Tour of Old Eagle Rock
- Administrative Costs
- Reconnaissance Survey, complete survey of Home Ranch, Division 1, photos and data entry, extended to December 31, 2015.
- Travel and Training, 2014 National Trust for Historic Preservation, Savannah, GA
- Draft Brochure of Winn's Addition

2016 HPC Work Program & Assignments

- Walking Tour of 11th Street – Mynarcik
- Travel and Training – McLane
- Administration – Petty
- Windshield Survey of Mid Century Transit Oriented Development – Williams
- Draft Brochure/Proof/Next year's budget 1,500 – Whipple

Motion by Mitro to accept the 2016 Work Program as presented. Magee seconded the motion and passed.

Update on 13th Street Church Project: The rezone from R-2 (2, 3, 4-plexes, and day care centers) to R-3 (Apartments) was approved by City Council on August 27, 2015. The conditional use permit for a haunted attraction was denied by City Council on August 27, 2015.

Idaho's Heritage Conference, September 22nd through September 24th, Moscow, ID: Magee said the item is on the agenda for informational purposes.

Roundtable Discussion:

- Magee said Preservation Idaho applied for a Union Pacific grant and will be used for a tour. This is something the Commission should consider.
- Mynarcik requested the group set a date for the walking tour. He would like ample time to take advantage of the free announcement in the Idaho Falls Magazine. June 25, 2016, from 10 a.m. to noon, was selected. He will follow-up with his contact at the magazine.
- McLane will explore the possibility of the group meeting in the computer lab at the Roger's building to input the reconnaissance survey data.

The meeting adjourned at 12:55 p.m.

Respectfully Submitted,

Debra Petty, Recording Secretary