

## IDAHO FALLS HISTORIC PRESERVATION COMMISSION

### Regular Meeting

Thursday, March 01, 2018

12:00 p.m., Annex Conference Room

### Minutes

**Attending:** Hereschell Mynarcik, Graham Whipple, Julie Williams (phone), Catherine Smith, Roxane Mitro, Rachel McMurtrey, Kim Smith, Carrie Athay

**Meeting called to order at 12:06 p.m.**

**Elections:** Hereschell was elected as the Chair, Carrie was elected as the Vice-Chair, and Rachel was elected as the Secretary.

**Minutes:** Motion by Graham was made to approve minutes from February 1, 2018 with corrections. Rachel seconded the motion. The motion carried unanimously.

**Civic Auditorium Update:** Brent stated that he missed the last meeting, but knows that they met with Fred Walters. He said he walked through the building and they were receptive to his recommendations. RFQ is the next step. Brent said he would attend the next meeting. Brad added that he spoke with Pam and she said that Fred was helpful and that Fred wanted to walk through City Hall while he was here and made some suggestions. The City may apply for some funding. Brent stated that the Civic should be on the National Registry of Historic Places. Julie asked if there were any issues with the seating and fire suppression. Brent said that Reggie was not concerned with either, but thought the building may need some additional emergency lighting.

**Public Outreach:** Brent explained that Renee was heading up the public out-reach and she is not here today, however the Commission needs to discuss and identify goals and how to move forward. Brent will get in touch with Renee and come up with something to present to the Commission.

**June Walking Tour:** Naysha explained that she e-mailed the general Farmer's Market e-mail address and Mr. Stoddard's Farmer's Market e-mail about reserving a spot for a booth and he has not replied. Hereschell stated that he and Carrie are working on getting exhibits from the Museum. Carrie tried to get a hold of Steve regarding the Curly house, but he has not called her back. She also said she would talk to the Presbyterian Church. There was some discussion regarding advertisement. Catherine said it would be heavily advertised through IFDDC. An article will also be in the Idaho Falls Magazines. There will be parking in the school (Alturus) parking lot and everyone will gather in the lobby of the school. Then people will be separated into groups. As always the tour will be the 4<sup>th</sup> Saturday in June. This year that would be June 23<sup>rd</sup> from 10-2. Brent will check on getting more flags and also updated the group that the grant was approved. Brent and Hereschell will get with Compass Academy to see if a few students could help out.

**Updates:** Julie asked if State Historic Preservation Office (SHPO) responded regarding the Odd Fellows Building. Brent stated yes and explained that SHPO asked the applicant pick one façade or the other and not do a combination of both. SHPO would prefer cleaning and repairing vs. updating the façade.

Jake would like to bring his application/project back to the group. He has made some modifications. A special meeting was scheduled for March 29<sup>th</sup> at 12:00. This will give Jake plenty of time to turn everything in. There was discussion regarding the letter of intent and the recommendation. Graham indicated that Jake withdrew his application and that SHPO was not involved yet and Jake explained his intent during the meeting, therefore the letter of intent portion has happened.

Brent and Lisa are working on a process to streamline and clarify the workflow and expectations. He will keep the Commission in the loop as well as get input. There was additional discussion regarding the process. Brad explained that this Commission would be treated like any other Commission. This Commission would only see complete applications. When Lisa gets an application a pre-application would be scheduled with Brent, Brad, Lisa, the applicant and 2 individuals from the Commission. During the pre-application meeting the group would go over the letter of intent and go over the process so the applicant understands the guidelines and the hoops they have to jump through. Brent indicated that he would like to meet with the applicant before the letter of intent so the applicant knows the steps leading up to that. Additional discussion regarding the process took place with the Commission and staff. Brent stated he would put something together and go over it at the next meeting.

**Roundtable Discussion:** None

There will be a special meeting on March 29<sup>th</sup> at 12:00 and the next regular meeting will be April 5<sup>th</sup> at 12:00.

Kim adjourned the meeting at 12:45

Respectfully,

Naysha Foster, Recording Secretary