

## IDAHO FALLS HISTORIC PRESERVATION COMMISSION

### Regular Meeting

Thursday, August 1, 2019

12:00 p.m., Annex Conference Room

### Minutes

**Attending:** Hereschell Mynarcik, Christopher White, Carrie Athay, Rachel McMurtrey, Kim Smith, Catherine Smith, Graham Whipple, Julie Williams

**Meeting Called to Order:** 12:04 P.M.

Carrie indicated that an amendment to the agenda needed to be made. It should list adoption of the June meeting minutes. Chris made a motion to approve the minutes from June 6, 2019 as written. Julie seconded the motion. The motion carried unanimously.

Carrie explained that there was no quorum at the July meeting, but there was some good discussion. She told the Commission that Rebecca Piper was in attendance regarding the S Boulevard project and was seeking information and any suggestions.

**2020 Walking Tour:** Brent explained to the Commission that the tour should be approached differently next year. He feels each Commission member should research an individual property. This will get everyone involved so there is more help and Commission members will learn more about the properties. The Commission discussed and decided that the tour would be in the South Downtown area. Julie, Kim, Rachel, and Catherine volunteered to sit on a committee to select which properties to tour. Heresh will chair the committee. Carrie mentioned that due to construction in October the archives at the Museum will be difficult to access. There was additional discussion regarding a guided tour vs a self-guided tour. The large groups make it hard to do guided tours. The Commission liked the format and the way the tour was functioned this year.

**Role of the IFHC in the Façade Grant Program:** Graham initiated a discussion regarding the Historic Preservation Commissions role in the façade grant program and mentioned that the commission has had turn over in recent years. He handed out a memo written by Renee (Exhibit A), Façade Improvement Program questions for consideration (Exhibit B), and Title 2, Chapter 11 Historic Preservation Commission (Exhibit C). There was a lot of discussion regard the purpose of the Commission and what role they play in the Grant Façade Program. Catherine would like to find a way to make the process more comfortable for everyone involved in the process. Carrie felt that the commission is looked at as an adversary instead of an ally. Chris likes the idea of going on site. Heresh feels the commission needs to work with SHPO more. Julie stated that the problem is where HPC gets involved in the process. Graham said that commission doesn't see a complete application. Brent explained that most of the time the project doesn't require a permit, so it doesn't make sense to require an architect for certain projects. Graham said that the application needs to include the 18 items from the design guidelines as well as the intent of the 18 items. Other discussion included the different ways the design guidelines could be interrupted in many ways and are too vague. The commission recognized that the guidelines may need to be revised. Brent suggested that they be included in the form based code and that they need to be clear. Graham also stated that in the March 1, 2018 meeting minutes it was decided that Brent, Brad, Lisa, the applicant and 2 commission members would meet to go over the project. The

commission would like to see that happen. Catherine stated that she feels that process would be helpful and resolve a lot of the issues and concerns of the commission. Graham made a motion to implement that that happen at the pre-application meetings for all projects. Julie seconded the motion, Motion carried unanimously. Graham also assigned a task that the commission read the Downtown Design Guidelines and the Secretary of Interior Standards. Once everyone reads the standards the commission needs to have a meeting and have a discussion. Carrie stated that it was after 1:00 p.m. and suggested that the rest of the agenda items be postponed to next month's meeting. Before adjourning Chris suggested providing IFDDC education. He suggested a presentation to go over the application process or that someone from HPC sit on the IFDDC board.

Next meeting September 5<sup>th</sup>.

Meeting Adjourned at 1:08 p.m.

Respectfully,

Naysha Foster, Recording Secretary

	<b>ACTION ITEMS :</b>
Commission	Read Title 2, Chapter 11 Historic Preservation Commission and Secretary of Interior Standards.
Staff	Implement meeting standards set forth in the March 2018 meeting minutes for all projects. (See Exhibit B).