



HISTORIC PRESERVATION COMMISSION (HPC)

AGENDA

Wednesday, May 3, 2023, 6:00 p.m.

911 N. Seventh Avenue, City Council Chambers

During low/medium COVID-19 community level designations, individuals are encouraged, but not required, to wear masks/face coverings. During high COVID-19 community level designations, individuals will be required to wear masks/face coverings.

City Hall is accessible to persons with disabilities. Program access accommodations may be provided with three (3) days' advance notice by contacting Skyler Beebe at sbeebe@pocatello.us; 208.234.6248 or 5815 South 5th Avenue, Pocatello, ID.

The Historic Preservation Commission is a citizen advisory group to the City Council. They are charged with making decisions concerning the exteriors of the buildings in the Downtown Historic District, make recommendations to the City Council for designation of historic properties and historic preservation and promote historic preservation in the city. The Commission also plays a vital role in the City's downtown revitalization efforts. All meetings of the HPC are recorded for record retention and transcription. The following is the official agenda of the Historic Preservation Commission. Discussion and Commission action will be limited to those items on the agenda.

AGENDA ITEM 1: ROLL CALL AND DISCLOSURE OF CONFLICT OF INTEREST AND EX-PARTE CONTACT

Disclose who was talked to, the basic substance of the conversation, and whether the conversation had any influence. Disclose if there is anything personally or professionally that would not allow an impartial or unbiased decision. Disclose if a site visit was done, location(s) of the visit, and what was seen.

ACTION ITEM - AGENDA ITEM 2: APPROVAL OF MINUTES

The Commission may wish waive the oral reading of the meeting minutes and approve the minutes for the HPC meeting held April 5, 2023.

ACTION ITEM - AGENDA ITEM 3: HISTORIC PRESERVATION PUBLIC ENGAGEMENT

The Commission may wish to discuss and coordinate plans to engage the public in historic preservation.

ACTION ITEM - AGENDA ITEM 4: POCATELLO DOWNTOWN HISTORIC DISTRICT STANDARDS

The Commission may wish to discuss and coordinate plans to assist in distributing survey information to district stakeholders and the general public.



Minutes for April 5, 2023 at 6:00 p.m.
City Council Chambers, Municipal Building
911 N. 7th Avenue, Pocatello, ID

The meeting began at 6:01 p.m.

AGENDA ITEM #1: ROLL CALL AND DISCLOSURE OF CONFLICT OF INTEREST AND EX-PARTE CONTACT

Disclose who was talked to, the basic substance of the conversation, and whether the conversation had any influence. Disclose if there is anything personally or professionally that would not allow an impartial or unbiased decision. Disclose if a site visit was done, location(s) of the visit, and what was seen.

PRESENT: Tabatha Butler, Denis Clijsters, Josh Pohlman, Ellen Ryan, Marty Vizcarra and Jim Young.

EXCUSED: Ruta Casabianca.

STAFF: Jim Anglesey and Aceline McCulla.

AGENDA ITEM #2: APPROVAL OF MINUTES

The Commission may wish to waive the oral reading of the HPC meeting minutes held March 1, 2023, and approve the minutes as written.

It was moved by **T. Butler** and seconded by **J. Young** to approve the HPC meeting minutes as written from March 1, 2023. Those in favor: Butler, Clijsters, Pohlman, Ryan, Vizcarra and Young. Unanimous. Motion carried.

With no other meeting business, **Vizcarra** closed the meeting at 6:05 p.m. and moved the Commission into the work session.

*** * * WORK SESSION * * ***

Vizcarra began the work session at 6:05 p.m.

POCATELLO DOWNTOWN HISTORIC DISTRICT STANDARDS

The Commission may wish to discuss and coordinate plans to assist the in distributing survey information to district stakeholders and the general public.

Anglesey stated the survey will come shortly and asked if the Commission would assist in distributing the survey information to district stakeholders and general public. A map will be provided to split the district up for the Commission to help with outreach efforts. The Commission was agreeable.

COMMISSION DUTIES

The Commission may wish to discuss Commission duties as identified in City Code section 17.02.800.

The Commission discussed the process of what is needed to ask the City Council to apply to have a building placed on the Idaho Historic Register, as well as recommending the purchase of a building. **Anglesey** noted to have a meeting with the Mayor once information on a building is obtained. **Vizcarra** stated he would contact the Mayor's office to schedule a meeting.

DOWNTOWN HISTORIC DISTRICT ENGAGEMENT

The Commission may wish to discuss and coordinate plans to engage the public in the Downtown Historic District.

The Commission discussed options for a second meeting and asked to add this item as an action item on the May 3 meeting.

Vizcarra noted that Arlen Walker would be a great tour guide for walking tours.

With no further discussion, **Vizcarra** closed the work session at 6:35 p.m.

Submitted by: _____ Approved on: _____
Aceline McCulla, Secretary

DRAFT