

March 7, 2024

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The HISTORIC PRESERVATION COMMISSION met in the Bell Building Upstairs Conference Room at 215 “D” Street. Chair Boots called the meeting to order at 10:00 a.m.

**I. CALL TO ORDER**

*COMMISSIONERS PRESENT:* Leah Boots, Chair; Dennis Ohrtman; Laurinda Riggs (arrived at 10:10 a.m.); Lisa Hasenoehrl; Kayleigh Philippi; Greg Follett; Bob Reitz

*COMMISSIONERS EXCUSED:* Ed King, Vice Chair; Tamara Berlik;

*STAFF MEMBERS PRESENT:* Katie Hollingshead, Assistant Planner; Aaron Butler, IT;

*CITY COUNCIL LIAISON PRESENT:* Kasee Forsman (arrived at 10:13 a.m.)

*GUESTS:* None

**II. CITIZEN COMMENTS**

None.

**III. NEW BUSINESS**

**1. APPROVAL OF FEBRUARY 1, 2024 REGULAR MEETING MINUTES**

Commissioners Follett and Ohrtman moved and seconded, respectively, to approve the February 1, 2024 Regular meeting minutes. The motion passed 6-0 (Commissioner Riggs arrived after the vote).

**2. CERTIFICATE OF APPROPRIATENESS, WEST END HISTORIC DISTRICT. AN APPLICATION BY WEMHOFF ARCHITECTURE ON BEHALF OF JESSE & JANELL BRUCK, FOR A NEW AWNING INCLUDING SIGNAGE, OVER THE FRONT ENTRANCE OF THE BUILDING AT 0301 2<sup>ND</sup> STREET.**

Staff Hollingshead reviewed the application and photos of the proposed awning, and signage for the Commission.

Chair Boots walked the Commission through the West End Historic District review sheet for the project. The Commission found that the project complied with design

criteria H-2, L-3 and L-5 and was deserving of a Certificate of Appropriateness. All other design criteria were not applicable to the project.

Commissioners Ohrtman and Riggs moved and seconded, respectively, to approve the Certificate of Appropriateness for the awning and signage at 0301 2<sup>nd</sup> Street. Motion passed 7-0.

**3. CERTIFICATE OF APPROPRIATENESS, NORMAL HILL HERITAGE OVERLAY ZONE. AN APPLICATION BY NEAL DECKER OF RED GATE TO REPLACE THE WRAP AROUND DECK AT 215 PROSPECT AVENUE.**

Staff Hollingshead reviewed the application and photos of the existing deck and the proposed material replacement.

Chair Boots walked the Commission through the Normal Hill Heritage Overlay Zone review sheet for the project. The Commission found that the project complied with design factors 1, 2, 4, 5 and 6 and was deserving of a Certificate of Appropriateness. All other design criteria were not applicable.

Commissioners Follett and Phillipi moved and seconded, respectively, to approve the Certificate of Appropriateness for the replacement of the wrap around deck at 215 Prospect Avenue. The motion passed 7-0.

**IV. OLD BUSINESS**

**1. ORCHID AWARD 2024:**

The Commission discussed various projects and homes that might make good nomination candidates. The Commission asked staff to check on if a couple of previous Certificate of Appropriateness projects had been completed and email that information to the Commission. The Commission also asked for clarification on how old a home needed to be to be considered a “historic home” and staff will reach out to the State Historic Preservation Office for that information. Staff will email the Commission the Orchid Award category list and definitions again so that they can start generating nominations.

**V. COMMISSIONER COMMENTS:**

Commissioner Ohrtman let the Commission know that work on the aviary at Heritage House has begun and the rehabbed windows and doors will be reinstalled. Commissioner Ohrtman also told the Commission that the compliance paperwork for the federal grant for the Liberty Marquee has been completed and that a request for proposals

has been sent out. The Liberty Theatre Preservation Alliance will be reviewing the proposals at the end of March. They are hoping to select a contractor and begin work in October 2024.

**VI. COUNCIL LIAISON COMMENTS:**

Council Liaison Forsmann asked the Commission if there was anything specific they wanted her to share with the Council at the next Council meeting and the Commission asked her to share the upcoming Orchid Awards will be held on May 11, 2024 at 11 a.m. at the Territorial Capital Replica Building.

**VII. STAFF-COMMISSION COMMUNICATIONS:**

Staff Hollingshead asked for a show of hands for Commissioners to attend the April 4, 2024 meeting and all Commissioners plan on attending. Staff introduced Bob Reitz, newly appointed HPC Commissioner, and welcomed him to the Commission.

**VIII. ADJOURN**

There being no further business, Commissioners Follett and Riggs moved and seconded, respectively to adjourn the meeting of the Historic Preservation Commission at approximately 11:02 a.m. Motion passed 7-0.

RESPECTFULLY SUBMITTED,

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Katie Hollingshead  
Recording Secretary

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Chairperson or Acting Chairperson  
Historic Preservation Commission

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2024.