

****AMENDED** AGENDA**

HISTORIC PRESERVATION COMMISSION REGULAR MEETING

10:00 am – APRIL 6, 2023

Bell Building 2nd Floor Large Meeting Room – 215 D Street

Seating will be available on a first-come, first-served basis. All others who wish to observe this meeting may watch and listen to the livestream on their own device(s) by visiting the City of Lewiston's Facebook page or the City's website at cityoflewiston.org or <https://livestream.com/lewiston/events/7428184>.

I. CALL TO ORDER

II. CITIZEN COMMENTS

Please email to khollingshead@cityoflewiston.org or call 208-746-1318 ext 7261 and leave your comments, which will be transcribed and read by staff during the Commission meeting.

III. NEW BUSINESS *(Please note that identifying an item as an "Action Item" does not require the Historic Preservation Commission to vote on that item)*

1. Approval of Minutes, March 2, 2023 Regular Meeting (**Action Item**)
2. Approval of Minutes, March 16, 2023 Plaques Project Subcommittee Meeting (**Action Item**)
3. Certificate of Appropriateness, West End Historic District. An Application by Ray Skelton on behalf of JMS Family Limited Partnership, at 830 Main Street, for replacement of existing window, door and transom with new. (**Action Item**)
4. Certificate of Appropriateness, Normal Hill Heritage Overlay Zone. An Application by Decker Construction to replace 10 existing windows with new vinyl windows of same shape and size, at 215 Prospect Avenue. (**Action Item**)
5. Review and Approval of Plaques Narratives (**Action Item**)
6. Review of City travel and financial policy
7. Comprehensive Plan Community Interview questions – Commission to complete and discuss (questionnaire will be provided at the meeting)

IV. OLD BUSINESS

1. Plaques Project Subcommittee update and timeline of project (**Action Item**)

V. COMMISSIONER COMMENTS

VI. STAFF COMMENTS

1. Query of Commissioners to attend the next regularly scheduled meeting of May 4, 2023.

The City of Lewiston is committed to providing access and reasonable accommodation in its services, programs, and activities and encourages qualified persons with disabilities to participate. If you anticipate needing any type of accommodation or have questions about the physical access provided at this meeting, please contact the meeting coordinator at least forty-eight (48) hours in advance of the meeting at: (208)-746-1318 x7261

VII. ADJOURN (*Action Item*)

The City of Lewiston is committed to providing access and reasonable accommodation in its services, programs, and activities and encourages qualified persons with disabilities to participate. If you anticipate needing any type of accommodation or have questions about the physical access provided at this meeting, please contact the meeting coordinator at least forty-eight (48) hours in advance of the meeting at: (208)-746-1318 x7261

March 2, 2023

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

Historic Preservation meetings are recorded live. To view the full video, go to <https://livestream.com/lewiston> and select City Events/Miscellaneous Events.

I. CALL TO ORDER

COMMISSIONERS PRESENT: Greg Follett, Chair; Dennis Ohrtman; Leah Boots; Laurinda Riggs; Lisa Hasenoehrl; Kayleigh Philippi

COMMISSIONERS EXCUSED: Ed King, Vice Chair; Peggy Heuskinveld;

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

CITY COUNCIL LIAISON PRESENT: None

GUESTS: None

Staff Hollingshead welcomed new Commissioner Kayleigh Philippi to the Commission.

II. CITIZEN COMMENTS

None.

III. NEW BUSINESS

1. APPROVAL OF FEBRUARY 2, 2023 REGULAR MEETING MINUTES

Commissioners Ohrtman and Boots moved and seconded, respectively, to approve the February 2, 2023 Regular meeting minutes. The motion passed 6-0.

2. APPROVAL OF FEBRUARY 9, 2023 SPECIAL MEETING MINUTES

Commissioners Hasenoehrl and Boots moved and seconded, respectively, to approve the January 9, 2023 regular meeting minutes. The motion passed 6-0.

3. APPROVAL OF FEBRUARY 13, 2023 SUBCOMMITTEE SPECIAL MEETING MINUTES

Commissioners Boots and Ohrtman moved and seconded, respectively, to approve the February 13, 2023 Subcommittee Special meeting minutes. The motion passed 6-0.

4. CERTIFICATE OF APPROPRIATENESS, WEST END HISTORIC DISTRICT. AN APPLICATION BY JOEL COHEN ON HELAF OF ASHER MARTIN RE, LLC AT 524 MAIN STREET FOR NEW EXTERIOR FAÇADE ABOVE EXISTING WINDOWS :

Staff Hollingshead reviewed the application for the Commission and stated that this application was a change of the façade from a Certificate of Appropriateness that the Commission had approved originally. Staff reviewed that the proposed wood façade would be an extension of the wood used on the adjoining apartment entrance that the Commission had reviewed in February.

Applicant Joel Cohen introduced himself. Commissioner Boots asked if there had been transom windows still present on the building and, if so, were those windows being covered up by the proposed wood façade. Mr. Cohen stated there were not any transom windows present when they pulled the existing façade off, it was already a wood material that had been painted.

Chair Follett walked the Commission through the Design Guidelines review sheet for the project. The Commission found that the project complied with Design Guideline D-2 and that all other guidelines were not applicable to this portion of the project. Commissioner Ohrtman moved that the Certificate of Appropriateness for 524 Main Street, wood exterior façade above existing windows be approved, Commissioner Riggs provided the second. Motion passed 6-0.

IV. OLD BUSINESS

1. PLAQUES PROJECT SUB-COMMITTEE:

Staff asked Commissioner Boots to give an update on where she was with the narratives. Commissioners Boots stated that she had completed the remaining ten (10) plaque narratives and had sent them to Mr. Steven Branting for him to review for accuracy, and once he has sent them back they can be approved by the Commission. Commissioner Boots provided an example of what she was envisioning for the information that would be provided on the QR code. Staff showed one of the QR webpages and what it would potentially look like with the photos and additional narratives.

Commissioner Ohrtman expressed his thanks to Commissioner Boots for picking up the project and seeing it to completion and the great job she has done on the narratives. The Commission discussed the possibility of scheduling a special meeting to approve the remaining plaque narratives once they have been received back from Mr. Branting.

2. **COUNTY COURTHOUSE:**

Staff Hollingshead stated that Ged Randall had sent an email regarding a story in the Lewiston Morning Tribune regarding the new Courthouse building and encouraging the Historic Preservation Commission to demand changes be made. Staff reminded the Commission that they had sent the Board of County Commissioners a letter in June and no response had been received. Staff stated that she had forwarded the letter to the Mayor in December when the City and Council had held a joint meeting regarding the Courthouse, but again, no response had been received. The Commission discussed if there were any avenues they could pursue to find out if any plans had been made for any of the items that the Commission had specifically called out in the letter. Staff Hollingshead said she could reach out to the General Contractor in charge of the project and see if they had any information.

V. **COMMISSIONER COMMENTS:**

Commissioner Hasenoehrl asked about the City Council work session on Monday, March 6 and the presentation about the Bollinger Building. Staff stated that it was just a presentation and that since the Commission had previously asked for updates on the work that the Anne Bollinger Group was doing, that this would be a good opportunity to get that information.

Commission Boots asked if there was a directory of available office spaces on the 2nd floors of buildings in the downtown area. Staff Hollingshead stated that she didn't think one currently existed but that she did know that the Business Improvement District Advisory Board and Beautiful Downtown Lewiston were working on developing an online listing like that as part of their 2023 work plans.

Commissioner Riggs stated that she was working on doing some research on what other city's are doing in regards to incentives for preservation of historic buildings and would bring information back to the Commission once she had it all compiled. Commissioner Riggs also asked if the Commission should consider planning for a speaker at the library during the month of May since the Mayor would be issuing the proclamation for Historic Preservation Month.

VI. STAFF-COMMISSION COMMUNICATIONS:

Staff Hollingshead stated that there would be one (1) Certificate of Appropriateness on the April agenda and asked for a show of hands for Commissioners to attend the meeting. All Commissioners present planned to attend. Commissioner Ohrtman stated he would not be able to attend the May meeting.

Staff Hollingshead said that if the narratives were received back quickly from Mr. Branting that she would send out a poll for a special meeting so that the Commission could review and approve and the plaques could be ordered. Staff Hollingshead reminded the Commission that per their request, the Mayor would be issuing a proclamation at the first City Council meeting in May for Historic Preservation Month and that as many Commissioners as possible should attend the meeting in support. City Council will be meeting on the 2nd Monday of May. Commissioner Ohrtman asked if he could send a letter to be read either during Citizen Comments or as part of the proclamation itself and staff said that would be fine and she could either read it at Citizen's Comments or ask if the Mayor would let the letter be read prior to the proclamation.

Commissioner Boots asked what was going to be planned to celebrate the completion of the plaques project and Staff Hollingshead stated that the Commission needed to decide what they wanted to do for that. Staff had planned a press release and could possibly invite the media to the May meeting and do an unveiling of the plaques that would be installed on the Bell Building and Old City Hall. Commissioner Ohrtman stated that Commissioner Riggs idea of having a presentation could be tied to the plaques projects. The Commission discussed different days or times and the availability of the library or the museum and the possibility of having Garry Bush or Steven Branting speak to the project. Commissioner Ohrtman also mentioned tying this into the week long celebration that the library would be holding in June to celebrate the 10th anniversary at the current location. Staff will reach out to the Library Director.

Commissioner Hasenoehrl left the meeting at 11:02 am.

VII. ADJOURN

There being no further business, Chair Follett asked for a motion to adjourn. Commissioners Ohrtman and Philippi moved and seconded, respectively to adjourn the meeting of the Historic Preservation Commission at approximately 11:03 a.m. Motion passed 5-0.

RESPECTFULLY SUBMITTED,

Katie Hollingshead
Recording Secretary

Chairperson or Acting Chairperson
Historic Preservation Commission

Approved this _____ day of _____, 2023.

March 16, 2023

The HISTORIC PRESERVATION COMMISSION Plaques Project Subcommittee met in the Bell Building Upstairs Conference Room at 215 "D" Street. Subcommittee member Boots called the meeting to order at 11:01 a.m.

Historic Preservation meetings are recorded live. To view the full video, go to <https://livestream.com/lewiston> and select City Events/Miscellaneous Events.

I. CALL TO ORDER

COMMISSIONERS PRESENT: Leah Boots; Laurinda Riggs,

COMMISSIONERS EXCUSED: None

STAFF MEMBERS PRESENT: Katie Hollingshead, Assistant Planner;

CITY COUNCIL LIAISON PRESENT: None

GUESTS: None

II. CITIZEN COMMENTS

None.

III. NEW BUSINESS

1. PLAQUES PROJECT DISCUSSION

Commissioner Boots reviewed the final narrative for plaques 14-23 that had been reviewed by Steven Branting. Staff Hollingshead reviewed the reference notation that would be included at the end of each QR code page with thanks to Steven Branting and the Nez Perce County Historical Society and Museum for the use of their collections and archives. Commissioner Boots asked if the Commission could draft a letter of thanks to Mr. Branting and the Historical Society and Staff Hollingshead stated that could be done at either the April or May meeting. Staff Hollingshead also stated she would prepare a press release to be reviewed at the regular April meeting. Commissioner Riggs asked if a speaker had been secured and the library booked for an event in May. Staff Hollingshead stated no. Commissioner Boots asked if the plan was still to try and do it in June in conjunction with the Library anniversary event and staff stated the Commission needed to discuss that more at the next regular meeting so that a plan could be made. Commissioner Boots stated that her daughter would be

willing to take photos of the unveiling and all of the plaques once they are mounted so that the photos could be added to the City website. Staff Hollingshead said she would send out an email to the full Commission to set up a special meeting so that the remaining narratives could be reviewed and approved and the plaques could be ordered.

IV. COMMISSIONER COMMENTS: None.

V. STAFF-COMMISSION COMMUNICATIONS:

Staff Hollingshead asked the subcommittee if they thought they would need to meet again now that the plaques narratives were complete. The subcommittee decided that all other work could be done at the regular Historic Preservation Commission meetings and there was no need to hold another subcommittee meeting.

VI. ADJOURN

There being no further business, Subcommittee member Boots asked for a motion to adjourn. Commissioners Riggs and Bots moved and seconded, respectively to adjourn the meeting of the Historic Preservation Commission Plaques Project Subcommittee at approximately 11:17 a.m. Motion passed 2-0.

RESPECTFULLY SUBMITTED,

Katie Hollingshead
Recording Secretary

Chairperson or Acting Chairperson
Historic Preservation Commission

Approved this _____ day of _____, 2023.

Lewiston Historic District
Application for Certificate of Appropriateness

Applicant Name: Ray Skelton, Manager JMS Family Limited Partnership		Property Owner Name & Address: JMS Family Limited Partnership PO Box 293 Clarkston, WA 99403		HPC Review Date: HPC 23-000004 LHD# 4.6.2023
Historic District Address: 830 Main Street (New 6th Street) Lewiston, ID				
Applicant Contact Details: email: rays@specialtygroup.co Phone: (509) 842-7912 Fax: N/A Address (If not the same as above): Same				
Description of Work: (Please provide any drawings, photographs or other information that can describe the exterior work being conducted) Replace existing window, door and transom with new. See attached detail drawings.				
Project Start Date: March 2023	WCF Review Y / N	Estimated Project Value: \$1,000 estimated	Proposed Use: <u>COMMERCIAL OR RESIDENTIAL</u>	
Will you be using a Contractor: <u>Y</u> / N Name & Contact Details of Contractor(s): Dan Anderson Construction, LLC 540 Perropointe Road Asotin, WA 99403				
Signature of Applicant: Ray Skelton, Manager 			Date: 3/01/2023	
Name of Staff Person Receiving Application:			Date:	
Staff Comments: (Please clip all documents to this application)				

* No Fees are required for this application, but there maybe fees associated with building permits or other.



HISTORIC DISTRICT CERTIFICATE OF APPROPRIATENESS PROJECT CHECKLIST GUIDELINE

In order for the Historic Preservation Commission to review a proposed project in a timely manner, applications must be complete and thorough. The following checklist will assist applicants in providing the required supplemental materials to be submitted with the application for various project elements. City Staff will assist in determining required information and drawings that must be included.

Failure to submit required items may result in a project review being delayed or denied.

1. All Projects

- ☒ Completed Application Form
- ☒ Photographs of existing conditions (digital preferred)
 - Photographs from any/all public right-of-ways (streets, sidewalks, trails, et cetera)
 - Photographs of elements to be modified
- ☐ Historic photographs/images (if any)
- ☐ If not applicable please check

2. Masonry

- ☐ Proposed brick pattern
- ☐ Color, locations, and joint profile for mortar repairs
- ☐ Brand/type of mortar to be used (cut sheets)
- ☐ Cleaning methods proposed (including any chemicals to be used)
- ☒ If not applicable please check

3. Siding

- ☐ Photographs and description of existing siding materials
- ☐ Brand/type of siding proposed (cut sheets)
- ☐ Color(s) proposed
- ☒ If not applicable please check

4. Painting

- ☒ Colors to be used (chips with brand name, color numbers) Custom color to match existing trim of building
- ☒ Locations of specific colors Window, door & transom wood trim
- ☐ If not applicable please check

5. Windows/Doors

- ☒ Windows / doors to be installed / replaced, their existing conditions Wood stopped glass
- ☐ Manufacturer's cut sheets, with measurements Metal wood door/frame & wood trim
- ☒ Information on pane / panel configuration See attached detail drawings
- ☒ Material of new windows / doors Wood- painted
- ☒ Exterior hardware (if any) Match existing
- ☒ Design, materials, colors of any trim See attached detail drawings
- ☐ If not applicable please check

6. Roofing

- ☐ Materials, colors of roofing to be replaced, its existing condition

- ☐ Materials, colors of proposed new roofing
- ☐ Manufacturer's cut sheet(s)
- ☐ Sample of material(s)
- ☒ If not applicable please check

7. Ornamentation (porches, awnings, light fixtures, decorative trim, skirting, et cetera)

- ☐ Location(s) of proposed work
- ☐ Information on proposed modifications
- ☐ Manufacturer's information / cut sheets for materials
- ☐ Colors to be used (chips with brand name, color numbers)
- ☒ If not applicable please check

8. Storefronts

- ☐ To-scale drawings of proposed design, with measurements
- ☐ Information on materials, colors to be used
- ☐ Information on proposed windows / doors
- ☒ If not applicable please check

9. Signage / Awnings

- ☐ To-scale, color drawings of the proposed sign(s) / awnings(s)
- ☐ To-scale drawings / photograph showing proposed location of the sign(s) / awning(s) on the structure / site
- ☐ Information on proposed illumination (if any)
- ☐ Information on materials to be used
- ☒ If not applicable please check

10. Additions / New Construction

- ☐ To-scale site plans, showing the existing structure, the proposed addition, the parcel lines, and the outline of any structure within 20ft of the parcel lines
- ☐ To-scale drawings showing proposed work in relation to existing conditions, with measurements
- ☐ To-scale elevations showing proposed final design
- ☐ Description of materials and colors to be used
- ☒ If not applicable please check

11. Site Features (parking lots fences, walls, decks, sheds, garages, et cetera)

- ☐ To-scale site plans, showing the existing structure, the proposed feature(s), the parcel lines, and the outline of any structure within 20ft of the parcel lines
- ☐ Manufacturer's information/cut sheets for materials
- ☐ Information on the design, materials, colors of proposed feature(s)
- ☒ If not applicable please check

12. Demolition

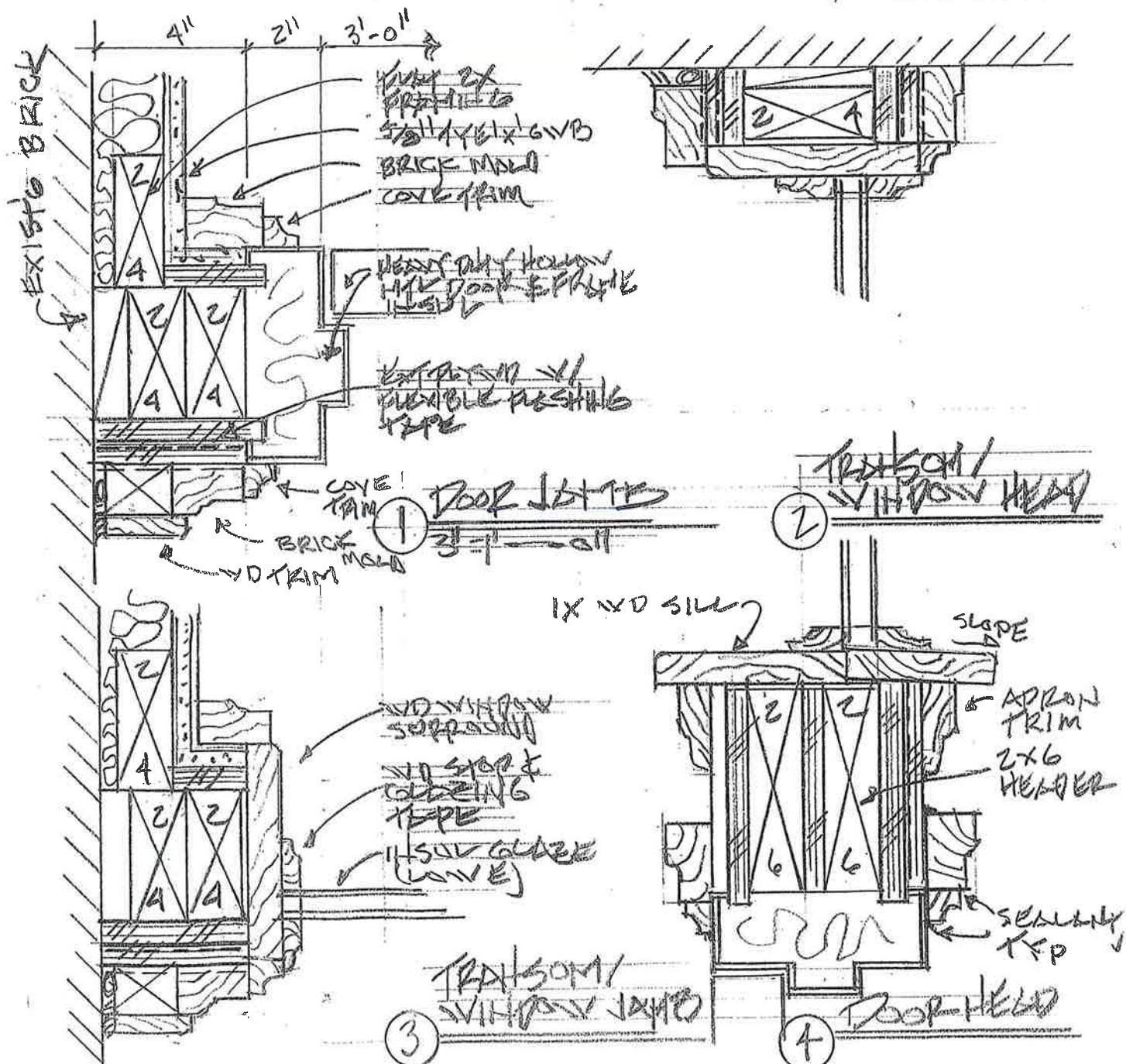
- ☐ Documentation of current condition of the structure
- ☐ Plans for future / intended use of the site
- ☒ If not applicable please check

DOS & TRANSDUCER

HALL VOLT DRE
EFLME W/ THE
FOLLOWING COM-
MON HYPOTHESES:

- LOCKSET CHIRK
- DEAD BOLT
- CLOSER
- (B) HO BURYS
- WEATHER STRIP
- STOP
- THRESHOLD

ALL TO END
BEAMING





NOTICE OF CONSIDERATION OF APPLICATION
For Certificate of Appropriateness in the West End
Historic District by the Historic Preservation Commission

THURSDAY, *APRIL 6*, 2023 at 10:00 A.M.
COMMUNITY DEVELOPMENT DEPARTMENT BUILDING
2ND FLOOR MEETING ROOM,
215 D STREET LEWISTON, ID 83501

Seating will be available on a first-come, first-served basis. All others who wish to observe this meeting may watch and listen to the livestream on their own device(s) by visiting the City of Lewiston's Facebook page or the City's website at cityoflewiston.org.

Comments for the application may be made: in-person, by emailing Katie Hollingshead at khollingshead@cityoflewiston.org, or by calling (208)798-2570 and leaving a message.

This consideration of application will be to determine approval or denial of the following proposal:

APPLICATION BY RAY SKELTON ON BEHALF OF JMS FAMILY LIMITED
PARTNERSHIP, AT 830 MAIN STREET, IN THE WEST END HISTORIC DISTRICT:

Applicant requests a Certificate of Appropriateness for replacement of existing window, door and transom with new, in the West End Historic District, per Lewiston City Code 19.5-11.

FOR FURTHER INFORMATION AND TO SUBMIT COMMENTS, contact the Community Development Department at (208) 746-1318, ext. 7261

Notice publication date: Sunday, *March 26*, 2023.

OWNER1	OWNER2	MAIL_ADD1	MAIL_CITY	MAIL_ST	MAIL_ZIP	SITE_ADD
JACKSON ROBERT D		856 F ST	LEWISTON	ID	83501	856 F ST
JMS LIMITED PARTNERSHIP		PO BOX 293	CLARKSTON	WA	99403	
FIRST SECURITY BANK OF IDAHO	TAX DEPARTMENT	P O BOX 2609	CARLSBAD	CA	92018	
STODDARD WAYNE A		847 F ST	LEWISTON	ID	83501	847 F ST
835 F STREET LLC		855 MAIN ST	LEWISTON	ID	83501	835 F ST
EIMERS SANDRA P		605 E MAIN ST UNIT 6	GRANGEVILLE	ID	83530	240 NEW 6TH ST
TOP RESTAURANT INVEST LLC		858 MAIN ST	LEWISTON	ID	83501	858 MAIN ST
KOM LAURANCE H &	CASTELLAW GREGORY G &	1126 MAIN ST	LEWISTON	ID	83501	850 MAIN ST
TAYLOR TEVIN &	TAYLOR KIRSTEN	855 MAIN ST	LEWISTON	ID	83501	119 NEW 6TH ST
YATES MICHAEL E &	YATES CODA L	2860 KNOLLCREST DR	LEWISTON	ID	83501	818 F ST
CROSKREY DEVELOPMENT LLC		1128 TOMICH AVE	RICHLAND	WA	99352	863 MAIN ST
BAILEY TROY &	BAILEY KERRI	1713 7TH AVE	CLARKSTON	WA	99403	859 MAIN ST
MADER FAMILY TRUST	MADER DANIEL K &	13506 HILLSIDE RD	GENESEE	ID	83832	816 MAIN ST
855 MAIN ST LLC		855 MAIN ST	LEWISTON	ID	83501	855 MAIN ST
812 MAIN STREET LLC		814 MAIN ST	LEWISTON	ID	83501	812 MAIN ST
ROSS JOHN P &	ROSS VIKKY	1011 WINDSONG LN	MOSCOW	ID	83843	810 MAIN ST
NEWBERRY SQUARE LLC		1011 WINDSONG LN	MOSCOW	ID	83843	800 MAIN ST
LAVOIE BROTHERS		718 MAIN ST	LEWISTON	ID	83501	720 MAIN ST
ZENNER DEBBIE		821 MAIN ST	LEWISTON	ID	83501	821 MAIN ST
POSEY GREGORY S		2416 13TH AVE	LEWISTON	ID	83501	714 MAIN ST
CROSKREY BROTHERS LLC		1220 GLENWOOD CT	RICHLAND	WA	99352	844 D ST
COX DAVID B &	COX SHARON	45 DAVE WAY	ST MARIES	ID	83861	710 MAIN ST
FOLLETT MICHAEL G &	FOLLETT THERA	3820 COUNTRY CLUB DR	LEWISTON	ID	83501	825 MAIN ST
ZENNER DEBBIE		821 MAIN ST	LEWISTON	ID	83501	821 MAIN ST
IDAHO FIRST NATIONAL BANK		PO BOX 460169	HOUSTON	TX	77056	835 MAIN ST
WASHINGTON WATER POWER CO		E 1411 MISSION	SPOKANE	WA	99202	
SYLVAN SELF SERVICE FURNITURE		815 MAIN ST	LEWISTON	ID	83501	815 MAIN ST
DTL PARKING LLC		784 S CLEARWATER LOOP STE B	POST FALLS	ID	83854	
WASHINGTON WATER POWER CO		1411 MISSION	SPOKANE	WA	99202	803 MAIN ST

City of Lewiston

1 inch = 376 feet



Date: 3/7/2020

Sources: Esri, HERE, Garmin, Intermap, Inetec, PAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Japan, METI, Esri China (Hong Kong), (c) OpenGIS User Community

This drawing is only a visual aid information and locations are approximate. There is no guarantee or warranty is expressed or implied for its accuracy.

LEWISTON DESIGN GUIDELINES FOR THE WEST END HISTORIC DISTRICT

CERTIFICATE OF APPROPRIATENESS REVIEW FORM

Rehabilitation is defined as the act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features which convey its historical, cultural, or architectural values. The Rehabilitation Standards acknowledge the need to alter or add to a historic building to meeting continuing or new uses while retaining the building's historic character.

(A) Brick, Stone and Concrete: Buildings with brick exterior walls may be structural (load bearing) brick or simply a brick veneer covering another structural material.			
Generally recommended:	Property Complies? Yes/No	Not Applicable to this project	Notes
1. Preservation of historical brick, stone, or concrete exterior walls.	YES ☒ NO ☒	N/A ☒	
2. Repointing with the same type of mortar used historically, and only if needed. Preserving original mortar if it remains in good condition.	YES ☒ NO ☒	N/A ☒	
3. Leaving brick, stone, or concrete walls unpainted that were not painted historically. Brick masonry naturally has a water-protective layer, or patina, to protect it from the elements; painting can seal in moisture and prevent the brick from breathing.	YES ☒ NO ☒	N/A ☒	
4. Cleaning brick, stone, and concrete only if needed, and then with the gentlest methods possible. Research and test cleaning procedures before applying them. Low pressure water and detergent using bristle brushes is often effective.	YES ☒ NO ☒	N/A ☒	
5. Proper drainage to prevent water damage to brick, stone, or concrete masonry.	YES ☒ NO ☒	N/A ☒	

(B) Metals: Metals were often used in historical buildings, particularly for ornamental elements such as columns and cornices and utilitarian features such as door and window hardware.

Generally recommended:	Property Complies? Yes/No	Not Applicable to this project	
1. Preservation of character-defining historical metal features.	YES ☐ NO ☐	N/A ☐	
2. Maintaining historical protective coatings on metal features.	YES ☐ NO ☐	N/A ☐	
3. Repair of historical metal features, if needed, by patching and splicing with compatible metal.	YES ☐ NO ☐	N/A ☐	
4. Cleaning, if needed, with the gentlest methods possible.	YES ☐ NO ☐	N/A ☐	
5. Providing proper drainage to prevent water damage to historical metal elements.	YES ☐ NO ☐	N/A ☐	

C Wood: Historical wooden elements include doors, window sash, and sometimes ornament or siding.

Generally recommended:	Property Complies? Yes/No	Not Applicable to this project	
1. Preservation of character-defining historical wood features. Repair of historical wood features, if needed, by patching and splicing with compatible wood. Replacement "in-kind" (with the same size, type, and material) only if the historical element is too deteriorated to repair.	YES ☐ NO ☐	N/A ☐	
2. Maintaining historical protective coatings, such as paint of historical colors, on wood features.	YES ☐ NO ☐	N/A ☐	
3. Cleaning, if needed, with the gentlest method possible.	YES ☐ NO ☐	N/A ☐	
4. Providing proper drainage to prevent water damage to historical wood elements.	YES ☐ NO ☐	N/A ☐	

(D) Design Guidelines for Historic Building Elements

Generally recommended:	Property Complies? Yes/No	Not Applicable to this project	
1. Preservation of character-defining historical features of the storefront and main façade, including display windows, bulkheads, entryways, doors, transom lights, upper story windows, cornices, and parapets.	YES ☐ NO ☐	N/A ☐	
2. If a storefront has been altered, restoration to the original design is no longer evident and historical photographs are not available, a simplified interpretation of similar period storefronts is often acceptable. Removal of incompatible modern materials covering historical elements may be appropriate.	YES ☐ NO ☐	N/A ☐	
3. If the altered storefront has acquired historic significance in its own right, preserving the altered storefront may be the most appropriate course of action.	YES ☐ NO ☐	N/A ☐	
4. Preservation of historical storefronts on secondary building facades.	YES ☐ NO ☐	N/A ☐	

(E) Windows: This section addresses windows other than display windows, generally situated on upper levels of a commercial building. Most historical windows of the 1880's to 1960's period are wood sash, although some later windows during this period are metal sash.

Generally recommended:	Project Complies? Yes/No	Not Applicable to the project	
1. Preserving the functional and decorative features of historic windows, including the sash, glazing, sills, moldings, hardware, and trim. Features too deteriorated to repair can be replaced "in-kind" (with the same size, type, and material).	YES ☐ NO ☐	N/A ☐	
2. Preservation of historical window openings, particularly on highly visible primary facades.	YES ☐ NO ☐	N/A ☐	

3. If replacement of historical windows is necessary, use of new windows that retain the appearance of the originals, particularly on highly visible primary facades, is desirable. Matching the sash profile and materials is recommended. At a minimum, replacement windows should match the number and position of glass panes and be composed of materials that appear similar to the originals.	YES ☐ NO ☐	N/A ☐	
4. Use of storm windows, particularly on the building interior, to enhance energy efficiency while preserving original historical windows. If the storm window is installed on the building exterior, matching the sash design and color of the original window is recommended.	YES ☐ NO ☐	N/A ☐	

(F) **Doors:** This section addresses exterior doors, generally situated on the ground level of a commercial building. Most historical doors of the 1880s to 1960s period are wood or wood and glass, although some later doors during this period are metal or metal and glass.

Generally recommended:	Project Complies Yes/No	Not Applicable to this project.	
1. Preserving the functional and decorative features of historic doors, particularly the main entrance. Important historical door features include the door, sidelights, transom lights, hardware, and decorative detailing. Features too deteriorated to repair can be replaced "in-kind" (with the same size, type, and material).	YES ☐ NO ☐	N/A ☐	
2. Preservation of historical doorway openings, particularly on highly visible primary facades.	YES ☐ NO ☐	N/A ☐	

3. If replacement of historical doors is necessary, use of new doors that retain the appearance of the original materials and design, particularly on highly visible facades, is desirable. Replacement with a very ornate door is discouraged unless supported by historical photographic evidence.	YES ☐ NO ☐	N/A ☐	
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(G) Roofs: This section addresses commercial building roofs of the 1880s to 1906s period, most of which are flat with flat or shaped parapets.

Generally recommended:	Property Complies? Yes/No	Not Applicable to this project.	
1. Preserving the character-defining shape, color, and materials of a historical roof, particularly the highly visible parapet or eaves, cornice or other ornamental detailing, and - if visible from the street- roofing materials.	YES ☐ NO ☐	N/A ☐	
2. If historical roof features cannot be repaired, replacement with new materials or elements that retain the appearance of the originals is desirable.	YES ☐ NO ☐	N/A ☐	
3. Replacement of missing elements, such as a cornice, if supported by physical or photographic evidence.	YES ☐ NO ☐	N/A ☐	
4. Placement of modern rooftop features, such as skylights, HVAC units, patios, or decks, where they will be least visible from the street.	YES ☐ NO ☐	N/A ☐	

(H) Awnings and Canopies: Cloth and sometimes metal awnings and canopies were common during the 1880s through 1960s period. Many awnings could be rolled, raised, or lowered, and they often sheltered the entire walkway in front of a building, while canopies were generally of rigid construction.

Generally recommended:	Property Complies? Yes/No	Not Applicable to this project.	
1. Maintaining and repairing existing historical canopies or awnings or replacement with canopies or awnings that retain the appearance of the originals. Replacement of missing historical canopies or awnings with historically compatible designs.	YES ☐ NO ☐	N/A ☐	

(I) Chimneys: Chimneys in 1880s to 1960s historical buildings are generally brick features incorporated into the building or walls and protruding from the roof or parapet. Many are no longer functional.

Generally recommended:	Property Complies? Yes/No	Not Applicable to this project.	
1. Maintenance and repair of existing historical chimneys, whether functional or not.	YES ☐ NO ☐	N/A ☐	

(J) Balconies: Although balconies are rather uncommon features, they may be (or may have been) present on historical buildings in the Lewiston West Historic District.

Generally recommended:	Property Complies? Yes/No	Not Applicable to this project.	
1. Maintaining and repairing existing historical balconies or replacement with balconies that retain the appearance of the originals. Replacement of missing balconies, documented by physical evidence or historical photographs, with historically compatible designs.	YES ☐ NO ☐	N/A ☐	
2. If construction of new balconies is needed for adaptive reuse of a historic building, placement on the rear elevation or other less visible facades is recommended.	YES ☐ NO ☐	N/A ☐	

(K) Design Guidelines for Additions to Historic Buildings: Converting a historic building to a new use may necessitate construction of additions; this is acceptable under the treatment Rehabilitation.

Generally recommended:	Property Complies? Yes/No	Not Applicable to this project.	
1. Construction of additions, including elevator shafts and additional exit stairways, on less visible facades of a historical building or set back from the main façade. Such additions should be designed to be subordinate to the original building.	YES ☐ NO ☐	N/A ☐	
2. Construction of additions compatible with the historical building in terms of scale, materials, and character, but easily distinguished from historical portions of the building.	YES ☐ NO ☐	N/A ☐	
3. Roof additions should be set back to reduce visibility from streets adjacent to the main facades. If visible from the adjacent streets, such additions should be of modest size and compatible, although distinguishable, from the original building.	YES ☐ NO ☐	N/A ☐	
4. Building modifications allowing barrier-free disabled access designed to be compatible with and subordinate to the original building. Disabled access at the main entrance is desirable.	YES ☐ NO ☐	N/A ☐	
5. Preservation of additions that have achieved historic significance in their own right - that is, additions that are generally 50 or more years of age and retain an acceptable level of integrity - may be desirable.	YES ☐ NO ☐	N/A ☐	

(L) Design Guidelines for Parking Facilities, Lighting, Signs and Streetscapes: Since the goal of Rehabilitation is to provide new uses for historic buildings, and the setting must be conducive to the selected use. Parking facilities, lighting, signage, and generally pleasant streetscapes are of the utmost importance in encouraging people to visit shops and other commercial venues in the historic district.

Generally recommended.	Property Complies? Yes/No	Not Applicable to this project.	
1. Off-street parking located behind party wall buildings or shielded from main streets or walkways by vegetation or compatible walls.	YES ☐ NO ☐	N/A ☐	
2. Locating off-street parking lots in areas with no historical buildings.	YES ☐ NO ☐	N/A ☐	
3. Use of simple low intensity lighting fixtures casting a warm light (similar to daylight), focused on building entrances, signs, and first floor detailing. Historical lighting fixtures should be preserved if possible. Modern fixtures should be compatible with the historic building and its surroundings in terms of size, scale, and color.	YES ☐ NO ☐	N/A ☐	
4. Consistent street lighting fixtures throughout the historic district may be a means of unifying the area. Although the fixtures do not need to imitate historical types, dark colors reminiscent of cast iron may be appropriate for earlier historic districts, while a silver color reminiscent of aluminum may be appropriate for mid-twentieth century districts.	YES ☐ NO ☐	N/A ☐	
5. Use of signs that are compatible with and do not overwhelm the architecture of the building and district. Avoid plastic signs if possible. Consistent size and placement of signage contributes to unification of the downtown area.	YES ☐ NO ☐	N/A ☐	
6. Historic building names or historic signs should be retained, if possible, as part of the historic building.	YES ☐ NO ☐	N/A ☐	

7. Preservation of historic painted advertisements on exterior building walls. Careful repainting of faded images may be acceptable.	YES ☐ NO ☐	N/A ☐	
8. Service structures- such as garbage, utilities, and storage- placed where not visible from main streets or walkways. Screening with vegetations or compatible walls or structures is generally appropriate.	YES ☐ NO ☐	N/A ☐	
9. Power and telephone poles should be compatible, in terms of size and color, with nearby historic buildings. Although the poles do not need to imitate historical types, wood poles or poles painted to resemble wood may be appropriate for earlier historic districts, while a silver color reminiscent of aluminum may be appropriate for mid-twentieth century districts.	YES ☐ NO ☐	N/A ☐	
10. Maintenance of pleasant streetscapes, perhaps with trees or planters, sidewalks, and simple compatible street furniture. Retain a clearly defined pedestrian travel route.	YES ☐ NO ☐	N/A ☐	
11. Historical features, such as original street furniture, statues, walls, sidewalk inscriptions, stone curbs, and power poles, contribute to the historic character of the district as a whole, and should be retained if possible.	YES ☐ NO ☐	N/A ☐	

12. Until about the 1920s, most commercial district buildings were constructed as party wall structures with the main facades aligned along the street. Alteration of this familiar pattern through removal of a historic building or setback of a replacement structure creates mild confusion, making the area less predictable and hence, less comfortable for a visitor. Installation of walls, sculptures, or vegetation may adequately substitute for an altered street wall (building facade line).	YES ☐ NO ☐	N/A ☐	
13. The presence of pleasant public spaces encourages visitors to spend time in downtown areas.	YES ☐ NO ☐	N/A ☐	
14. Where it exists, historic brick street surfacing should be retained if possible.	YES ☐ NO ☐	N/A ☐	

(M) Design Guidelines for New Construction within a Historic District: New construction within a historic district may be desirable to fill gaps left when buildings were destroyed by fire or removed for other reasons. New buildings in the Lewiston West End Historic District should be designed to maintain the district's visual continuity, including relatively uniform heights and facade widths, the pattern of storefronts along Main Street, repetition of recessed entryways and vertical upper story windows, and free-standing buildings north and south of Main Street.

Generally recommended:	Property Complies? Yes/No	Not Applicable to this project.	
1. Adaptive re-use of historical buildings rather than construction of new buildings.	YES ☐ NO ☐	N/A ☐	
2. Construction of new buildings compatible with surrounding historical buildings in terms of scale, height, materials, and character, but easily distinguished from the historical buildings.	YES ☐ NO ☐	N/A ☐	
3. In portions of the historic district with continuous party wall buildings, new buildings should also be party wall with main facades aligned with older buildings' main facades to maintain the street wall.	YES ☐ NO ☐	N/A ☐	
4. Use of brick cladding on new buildings would generally be appropriate throughout the Lewiston West End Historic District. Use of metal cladding or poured concrete walls may be deemed compatible in certain portions of the district.	YES ☐ NO ☐	N/A ☐	
5. Design of windows and doors on a new building's main façade to be compatible with those of nearby historical buildings in terms of general size and alignment.	YES ☐ NO ☐	N/A ☐	
6. Design of a new building's main façade to be compatible with those of nearby historical buildings in terms of horizontal and vertical visual divisions.	YES ☐ NO ☐	N/A ☐	

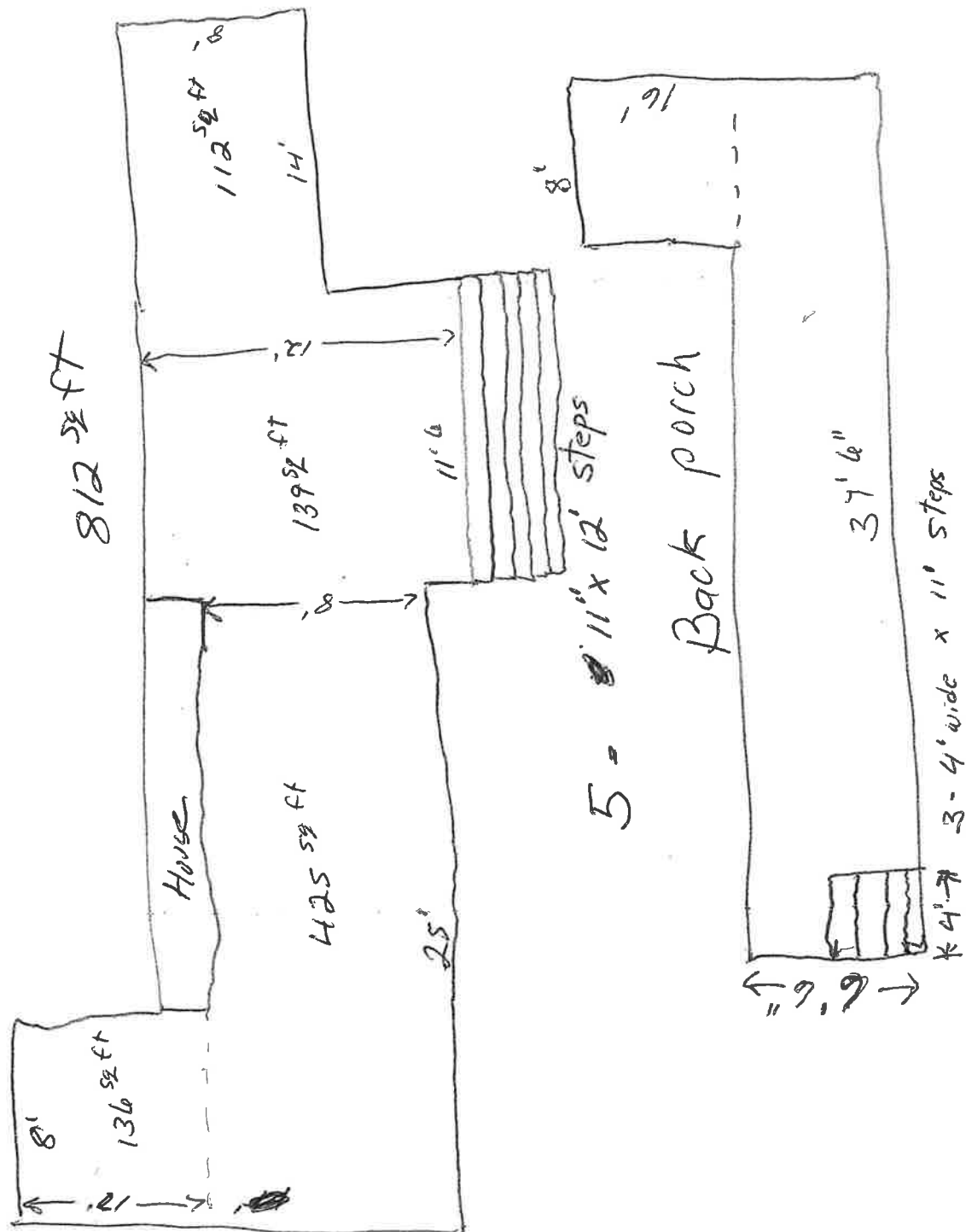
Normal Hill Heritage Overlay
Application for Certificate of Appropriateness

Applicant Name: Neal Decker	Property Owner Name & Address: Red gate 215 Prospect	HPC Review Due Date: NHHO#
Normal Hill Address: 215 Prospect		Associated Building Permit #
Applicant Contact Details: email: <u>deckerneal@gmail.com</u> Phone: <u>209 791 2418</u> Fax: Address (If not the same as above):		
Description of Work: (Please provide any drawings, photographs or other information that can describe the exterior work being conducted) Replace 10 windows and decking on porch (does not req. permit)		
Project Start Date: TBD	Estimated Project Value: 5000.00	Proposed Use: COMMERCIAL OR RESIDENTIAL
Will you be using a Contractor: ☒ Y / ☐ N Name & Contact Details of Contractor(s): Decker construction LLC		
Signature of Applicant: 		Date: 3/30/23
Name of Staff Person Receiving Application:		Date:
Staff Valuation: (Please clip all documents to this application)		
Staff Comments:		

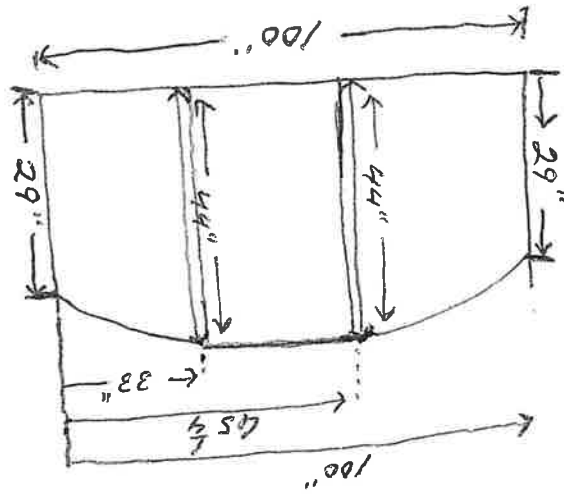
* No Fees are required for this application, but there maybe fees associated with the Building Permit

49" Tall

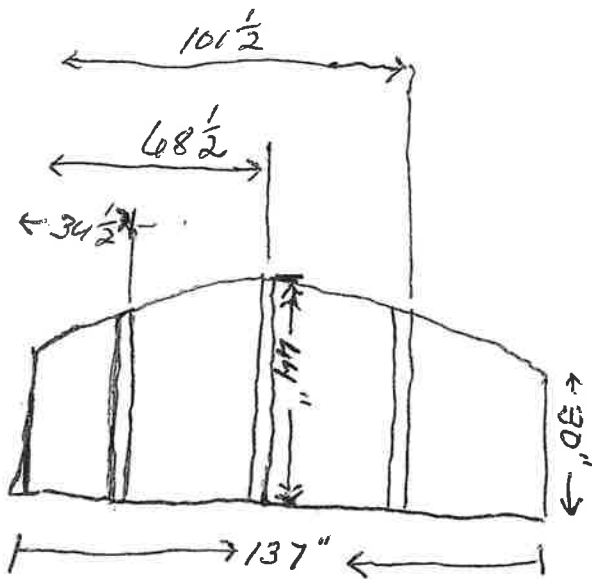
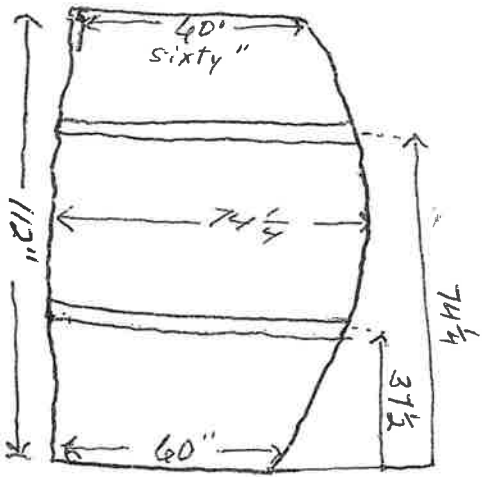
Front porch


$$\frac{238}{238} \frac{238}{238}$$

North side



Front



South side

4 windows to be replaced



3 windows to replace





3 windows
to replace

Final Draft - Plaque text Buildings 14-23

	Narrative	Notes
14	611 Main Street Liberty Theater Built 1902 Constructed in 1902 as the Western Hardware and Implement Company. In 1920-21, Isaac Binnard and Emery transformed this building into a theater with over 800 leather upholstered seats arranged in a curve for unobstructed viewing of the stage. The theater provided air-conditioned comfort for viewing motion pictures. Restrooms were located in the basement under the lobby, alongside dressing rooms built under the front sidewalk and lit by prismatic glass skylights. An extensive remodeling of the Liberty Theater sometime in the late 1940's saw the addition of the exterior marquee and other interior features that echo a late Art Deco design. Just to the east of this building was the White Front Livery Stable, where travelers could put up their horses for the night or people could rent rubber-tired buggies.	
15	631 Main Street Breier Building Built 1923 Claus Breier built this structure as the headquarters of his department store chain that at one point had 57 stores throughout the Northwest. The main floor housed his Breier Department Store and later stores such as Sears, Millers, and The Country Store. When it was built, the building was the tallest in Lewiston at five stories. At various times the upper floors housed the offices of the Clearwater Timber Co., Potlatch Forest Products, Inc., the Northern Pacific and Union Pacific Railroad offices as well as other business and professional offices. In the mid-1980s the building was remodeled into an apartment building and still retains its vintage Otis elevator. The building is remembered as one of the locations in 1928 damaged by a young elephant named Mary that bolted with four others from a circus enclosure along Snake River Avenue. She pushed through two	

	plate glass windows of the Breier Department Store and crushed an expensive pair of scales with her foot. Lewiston's Mayor Braddock put a stop to her stampede.	
16	714 Main Street Roxy Theater Built 1912 Built by W. D. Buford of Pendleton, Oregon. This was the first building in Lewiston designed to be a theater. It was originally called the Theatorium, then the Granada and later the Roxy. Air conditioning for the theater was provided by an abandoned well shaft under the floor. As the Theatorium, it showed silent movies accompanied by a nine-piece orchestra. Hayden Mann was playing here in 1914, before he took his own band on tour. The Roxy was remodeled in 1952 to accommodate a new movie technique called Cinemascope that used a new type of lens, for shooting widescreen films that could be screened in theatres using existing equipment.	
17	855 Main Street Masonic Temple Built 1904 Built by Nez Perce Lodge #10. The building was built as a combination opera house and Masonic Temple with a theater on the main floor, banquet room on the second floor and lodge meeting rooms, a library and smoking room on the third floor. Built at a cost of approximately \$63,000, the Masonic Temple was an important part of Lewiston's cultural life. Famous individuals such as vaudevillians Stan Laurel, Al Jolson and Harry Lauder, actor Charles Coburn, evangelist Aimee Semple McPherson appeared on its stage, and Roscoe "Fatty" Arbuckle was a regular performer at the theater. The famed silent epic <i>King of Kings</i> debuted in Lewiston at the Temple Theater, as did <i>Snow White and the Seven Dwarfs</i>. Many people remember the regular schedule of boxing and wrestling matches. The main floor was put to commercial use in the 1940s.	

18	411 D Street Cash Hardware Company (Lewiston City Library) Built between 1896 and 1900 Built by Edward P. Dorris and purchased by Robert P. Erb in 1910, the name was later changed to Erb Hardware. In the 1880s and early 1890s, Cash Hardware was a wooden building west of the brick structure on what is now the Historic District parking lot, where it sold coal, stoves, and plows. It expanded eastward with a brick building that eventually came to consist of four buildings joined together, each addition a sign of growth. In the early years, the second story housed the Lewiston Morning Tribune and a tin shop; the first story housed hardware, agricultural implements, and needlework stores. The freight elevator structure is still visible inside. Erb Hardware had been the longest existing business still in its original location until 1998, when it sold its building after 102 years, and moved to the Lewiston Orchards.	
19	313 D Street Means Building Built 1906 Built by Mark Means on the site where the Valley Lumber Company sheds had been located. It was the headquarters of Mark Means Seed Co. until 1953. The seed company had warehouses nearby at 5th and Beachey Streets, with a sorting plant installed later at 2nd and Beachey Streets, in 1941 it employed 300 people. Means was a major proponent of the streetcar line that linked Lewiston's 21st Street with Clarkston at 13th Street and Highland Avenue from 1915 to 1928. The line ran down along Main Street, one block south of this building.	

20	215 D Street Bell Building Built 1926 Built by Pacific Telephone and Telegraph to serve as the central exchange for the 3500 telephones in Lewiston at the time. The lines all came to this building. It ceased operations in 1983, with 60,000 customers, as the system transferred from the old cord console system to a high-speed electronic console system centered in Washington state. It stood empty for several years before serving as an incubator for small businesses and later becoming offices for the City of Lewiston's Community Development department.	
21	0207 3rd Street Old City Hall Built in sections between 1909-1928 Former location of most of City of Lewiston's government and services. The police station and city jail in the basement were located here. For decades both men and women sentenced for misdemeanors spent their one to two month terms in a space lacking in privacy, sanitary conditions and ventilation. Each day they were marched around the corner for meals at the Raymond Café at 5th and Main Streets and then sent to work details around town. After eating another meal at the Raymond, prisoners returned to jail for the night. Fire alarms located in various locations in the city were routed here, and the department could sound the fire bell, the last one being moved from here to a scaffold at Pioneer Park in 1907 and used until 1928. The fire trucks were located in two bays at the north end of building. The hose drying tower and training facility at the northwest corner were added in 1939. The Fire Dept. headquarters moved out in 1964. The city moved offices out in 1972, with the Police Dept. leaving in 1981.	

22	111 Main Street Lewis Clark Hotel Built 1921-1922 Built by the Lewis Clark Hotel Company, a group of Lewiston area residents. A five-story, U-shaped, Mission style stucco hotel building designed by Spokane architect Kirtland Cutter, the hotel opened in September 1922 and cost \$450,000. The opening of this hotel was greatly anticipated by local residents as they believed it signaled the beginning of prosperity and growth for the area, and a large city celebration drew people from as far as Seattle and Portland. It contained 144 rooms and a large lobby “in the Italian style”, and three dining rooms. Before the hotel was constructed, this was the site of the first county courthouse and jail, the Lewiston National Bank, and the Grostein & Binnard general store, which was the city’s first brick building. In 1903, the store was purchased by Joseph Alexander and remained in business until being razed to make way for the new hotel.	
23	3rd and Capitol Street Territorial Capitol Replica Built 2013 Lewiston was the Territorial Capitol for only a short time. The Capitol Building consisted of a one-story wooden structure built prior to 1862, in which the Legislature is thought by many to have met only twice. In 1864, the Legislature acted to move the State Capital to Boise. In the early 1900s, several efforts were made to preserve the building but disagreement ensued among city pioneers, some insisting the building represented here was the capitol where the legislature met and others contending it was the governor’s office. A simple log school and assay office that stood at the southwest corner of Third and Capitol Street was the other building referred to in county records as being where the legislature met. In 2013, a replica of one of Lewiston’s earliest buildings was chosen to be built to commemorate Idaho’s sesquicentennial: the 150-year celebration of Idaho’s Territorial status in 1863. The replica was named	

	Idaho's First Territorial Capitol and is located within 200 feet of the two original sites of where both contenders originally stood many years ago.	
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TRAVEL PROCEDURE & GUIDANCE

Not required for local training

1. Forward Training/Travel Request (include event documentation and estimated costs) to supervisor for approval at least 3 weeks prior to travel, providing ample processing time.
2. After approval...
 - a. Register for conference/training
 - b. Make reservations for lodging, airfare, car rental, etc.
Remember that the earlier you book your airfare the better the price could be.
3. Enter separate Munis requisitions for each vendor (Banner Bank for credit card charges). Release to workflow for approval and conversion to PO.
4. Prepare Training/Travel Documentation/Green Sheet (print on green paper)
 - a. Enter amount for each item (registration, lodging, etc.) along with Purchase Order #s
 - b. Enter per diem for each day - look up GSA rate for out-of-state travel, *except Spokane and Pullman*.
 - i. No paper requisition required, Green Sheet serves as requisition
 - ii. Finance will issue per diem checks on Thursday prior to travel date
5. Prepare itinerary for employee outlining travel specifics – training location/contact number, hotel address/phone, room rate, meal allowance, etc.
6. Green Sheet to Finance (attach event documentation) 7 business days prior to travel
7. Pick up Per Diem and Green Sheet the Thursday prior to departure date
 - a. Upon training/travel completion, reconcile the Green Sheet and return to Finance. A copy of all receipts for Green Sheet expenses are to be attached, unless previously provided. This is to include, but is not limited to; hotel receipts, fuel receipts, baggage receipts, Cab/Lyft/Uber receipts, rental car receipts, Airfare receipt and registrations fees.
 - b. Amount due Employee – check to be issued to Employee
 - c. Amount due City – attach reimbursement
8. Finance files Green Sheet for future reference (auditors, etc.)

CITY OF LEWISTON

TRAINING / TRAVEL REQUEST FORM

(Please attach a copy of the training flyer and registration form when applicable. Enter "NA" if an area is not applicable.)

Name: _____ Date: _____

TRAINING:

Training/Meeting: _____

Purpose: _____

Justification (How will this benefit the City) _____

Will any part of the expense be reimbursed by another entity? ☐ Yes, By Whom? _____ ☐ No

Training Venue/Location and City: _____

Date/Time Training Begins: _____ Date/Time Training Ends: _____

Registration Fee: _____

TRAVEL:

If travel is required, please complete the following:

Mode of Travel: ☐ City Vehicle ☐ Rental Car ☐ Personal Vehicle ☐ Air

Ground Transportation: ☐ Hotel Shuttle ☐ Taxi ☐ Rental Car, List Company: Enterprise

Departure Date/Time: _____ Return Date/Time: _____

If traveling by personal vehicle, the employee must sign below acknowledging they have auto liability coverage for bodily injury and property damage. Employees are encouraged to contact their personal insurance agent to ensure proper coverage.

Employee Signature

If traveling by air, please include airline information: _____

Air Travel Preferences: ☐ Window seat ☐ Aisle seat ☐ Other: _____

Checking a bag? ☐ Yes ☐ No ☐ Not Sure $\Rightarrow$ Estimated Airfare: _____

$\Rightarrow$ Estimated Car Rental Cost: _____

Preferred Hotel: _____ Phone: _____

Address: _____

Nightly Room Rate (include tax when applicable): _____ # Nights: _____

IDAHO PER DIEM RATES (INCLUDES SPOKANE & PULLMAN:

- | | | |
|---------------------------|----------|-------------------------------------|
| • Breakfast | \$ 13.00 | All other per diem per GSA
rates |
| • Lunch | \$ 15.00 | |
| • Dinner | \$ 26.00 | |
| • Incidentals | \$ 5.00 | |
| Total: \$59.00/day | | |

$\Rightarrow$ Estimated Lodging Cost: _____

$\Rightarrow$ Estimated Per Diem Cost: _____

$\Rightarrow$ TOTAL ESTIMATED COST: _____

Approved By: * Supervisor: _____ Date: _____

Dept Manager: _____ Date: _____

City Mayor _____ Date: _____
(WHEN REQUIRED)



HISTORIC PRESERVATION COMMISSION TO INSTALL INFORMATIONAL PLAQUES ON 23 BUILDINGS IN WEST END HISTORIC DISTRICT

In the fall of 2022 the Lewiston Historic Preservation Commission was awarded a Community Enhancement Grant (CEG) from the Idaho State Historical Society. The CEG program is an important way the Idaho State Historical Society supports Idaho's historical organizations in preserving and interpreting community history. CEG grants provide funds annually for collections management, educational programming, public access, interpretive enhancements, and heritage tourism.

The Historic Preservation Commission has proposed a "Plaques Project" to install informational plaques on 23 buildings in the West End Historic District. The plaques will supplement a previously completed walking tour map (see attached) and will include a QR code so that passing visitors may access a variety of written history and historical photographs of the building, its founders and its history in our historic downtown corridor.

To celebrate this project, "unveiling" of one of the installed plaques will be held at the regular Historic Preservation Commission meeting on Thursday, May 4 at 10 am in front of the historic Bell Building at 215 D Street. Historic Lewiston Walking Tour maps are available at the Community Development Department. Plaques will be installed at the following buildings or locations.

124/128 Main Street—Kettenbach Building	520-528 Main Street— Grostein Building (Pauluccis)
202 Main Street—Weisgerber Building	607 Main Street (611 Main St) - Liberty Theater
208/210 Main Street—Seraphin Building	631 Main Street—Brier Building
301/311 Main Street—Morgan's Alley	714 Main Street—Roxy Theater
326 Main Street—Commercial Trust	855 Main Street—Masonic Temple
402/408 Main Street—Adams Building	400 D Street (411 D St.) - Cash Hardware (City Library)
407 Main Street—Dent & Butler Building	313 D Street—Means Building
415 Main Street—Vollmer	215 D Street—Bell Building
500 Main Street (504 Main St) - Kjos Department Store (Towne Square)	207 3rd Street—Old City Hall
514 Main Street—Gold Stone	111 Main Street—Lewis Clark Hotel
515/517 Main Street—Eichenberger	3rd & Capital Street—Territorial Capital site
519-527 Main Street—Davies	