December 05, 2024

The HISTORIC PRESERVATION COMMISSION met in the Bell Building Upstairs Conference Room at 215 "D" Street. Staff Hollingshead called the meeting to order at 10:02 a.m.

I. CALL TO ORDER

COMMISSIONERS PRESENT: Kayleigh Phillipi; Ed King, Vice Chair (at 10:06); Dennis Ohrtman; Laurinda Riggs; Lisa Hasenoehrl; Bob Reitz;

COMMISSIONERS EXCUSED: Leah Boots, Chair; Greg Follett; Tamara Berlik;

STAFF MEMBERS PRESENT: Katie Hollingshead, Assistant Planner;

CITY COUNCIL LIAISON PRESENT: Kassee Forsman (via Zoom)

GUESTS: Joe Rake

The Chair and Vice Chair were not present at the scheduled meeting time. Staff Hollingshead called the meeting to order and asked for a nomination for a temporary Chair to lead the meeting. Commissioner Riggs nominated Commissioner Ohrtman. Commissioner Reitz provided the second. Commissioner Ohrtman accepted the nomination. Motion carried 5-0, and Commissioner Ohrtman continued the meeting.

II. CITIZEN COMMENTS

None.

III. NEW BUSINESS

1. Approval of Minutes, November 7, 2024 Regular Meeting

Temporary Chair Ohrtman asked if the Commission had any questions or amendments to the minutes. There were none. Commissioners Hasenoehrl and Reitz moved and seconded, respectively, to approve the minutes as written. Motion carried 5-0 (Commissioner King arrived after the vote).

2. Approval of Minutes, November 14, 2024 Special Meeting

Temporary Chair Ohrtman asked if the Commission had any questions or amendments to the minutes. There were none. Commissioners Riggs and Reitz moved

and seconded, respectively, to approve the minutes as written. Motion carried 5-0 (Commissioner King arrived after the vote).

3. **Certificate of Appropriateness – West End Historic District. An application by Joe Rake on behalf of Brandon Beier at 301 Main Street. The proposal is for repointing of the brick mortar joints on the west façade of the building, including any needed repairs or replacement of broken bricks.**

Staff Hollingshead reviewed the application packet that had been provided and went over the details in the photos and the cut sheets for the mortar. Joe Rake was available for questions. Temporary Chair Ohrtman asked Mr. Rake if he had any additional information he would like to provide the Commission with. Mr. Rake provided a detailed description of the lime mortar that was to be used and why.

Commissioner Riggs asked if only the west side of the building was being repointed and Mr. Rake answered yes, the mortar on the north, south and east sides of the building was still in good condition.

Temporary Chair Ohrtman walked the Commission through the design guidelines review sheet. After review and discussion, Commissioner's Riggs and King moved and seconded, respectively, to approve the Certificate of Appropriateness for repointing of the brick mortar joints on the west façade of the building, including any needed repairs or replacement of bricks at 301 Main Street. Motion passed 6-0.

4. **Certificate of Appropriateness – Normal Hill Heritage Overlay Zone. An application by Dalton Staggs at 215 1st Ave. The proposal is to replace three (3) single paned windows with new waterproof vinyl windows.**

Staff Hollingshead reviewed the application packet that had been provided. Staff then walked the Commission through the factors. After review and discussion, Commissioner's King and Riggs moved and seconded, respectively, to approve the Certificate of Appropriateness for replacement of three (3) single paned windows with new waterproof vinyl windows at 215 1st Ave. Motion passed 6-0.

IV. COMMISSIONER COMMENTS:

Commissioner Ohrtman provided a flier for the Nativity Showcase at the Nez Perce County Historical Society Museum. Days and times are available through a QR code on the flier. Commissioner Ohrtman stated that he was displaying 445 nativity sets this year.

V. COUNCIL LIASION COMMENTS:

None.

VI. STAFF-COMMISSION COMMUNICATIONS:

Staff Hollingshead let the Commission know that the regular January meeting would normally be on January 2, but that she would not be in office that week. Staff asked if the Commission wanted to consider moving the meeting to the following week, January 9th. Several Commissioners stated that they would not be able to attend on the 2nd. The Commission directed staff to cancel the January 2 meeting and schedule a special meeting on January 9th to conduct business.

VII. ADJOURN

There being no further business, Commissioners Phillipi and Riggs moved and seconded, respectively to adjourn the meeting of the Historic Preservation Commission at approximately 10:30 a.m. Motion passed 6-0.

RESPECTFULLY SUBMITTED,

Katie Hollingshead
Recording Secretary

Chairperson or Acting Chairperson
Historic Preservation Commission

Approved this 9 day of January, 2025.