



**Lewiston Historic Preservation Commission
SPECIAL MEETING AGENDA
May 8, 2025 - 10:00 AM
Bell Building – Second Floor Conference Room – 215 D Street
Lewiston, Idaho 83501**

Seating will be available on a first-come, first-served basis.

-
- I. CALL TO ORDER**
 - II. CITIZEN COMMENTS**
 - III. NEW BUSINESS**
 - A. APPROVAL OF MINUTES, APRIL 3, 2025 REGULAR MEETING**
 - B. APPROVAL OF MINUTES, APRIL 10, 2025 SPECIAL MEETING**
 - IV. OLD BUSINESS**
 - A. HISTORIC CHURCHES PROJECT**
 - V. COMMISSIONER COMMENTS**
 - VI. COUNCIL LIAISON COMMENTS**
 - VII. STAFF COMMENTS**
 - A. QUERY OF COMMISSIONERS TO ATTEND THE REGULAR MEETING OF JUNE 5, 2025: - Presentation ()**
 - VIII. ADJOURNMENT**

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 Nikki Province, ADA Coordinator, at least forty-eight (48) hours in advance of the meeting at 208-746-3671 x 6211.

April 03, 2025

The HISTORIC PRESERVATION COMMISSION met in the Bell Building Upstairs Conference Room at 215 “D” Street. Vice Chair King called the meeting to order at 10:04 a.m.

I. CALL TO ORDER

COMMISSIONERS PRESENT: Ed King, Vice Chair; Dennis Ohrtman; Laurinda Riggs; Bob Reitz; Kayleigh Phillipi; Greg Follett;

COMMISSIONERS EXCUSED: Leah Boots, Chair; Tamara Berlik; Lisa Hasenoehrl;

STAFF MEMBERS PRESENT: Katie Hollingshead, Assistant Planner;

CITY COUNCIL LIAISON PRESENT: Kasee Forsman (via Zoom)

GUESTS: Gary Bergen

II. CITIZEN COMMENTS

None.

III. NEW BUSINESS

1. Approval of Minutes, March 6, 2025 Regular Meeting

Vice Chair King asked if the Commission had any questions or amendments to the minutes. There were none. Commissioners Ohrtman and Follett moved and seconded, respectively, to approve the minutes as written. Motion carried 6-0.

2. Certificate of Appropriateness Review for 808 Main Street by Gary Bergen for a new awning:

Staff Hollingshead reviewed the application and submitted photos of the proposed awning. Staff Hollingshead introduced the applicant, Gary Bergen.

Vice Chair King walked the Commission through the West End Historic District Design Guidelines review sheet. Commission discussed and found the application to be in conformance with guidelines H-1. All other guidelines were not applicable to the project. The Commission asked Mr. Bergen if he was committed to the striped design presented and Mr. Bergen stated that he was, but that he had not ordered the awning yet because he was struggling to find a contractor who could install it. The

Commission discussed adding a condition of approval that if the color, shape or size of the proposed awning needed to be changed that Mr. Bergen would apply for a new Certificate of Appropriateness. Mr. Bergen stated he thought that was a reasonable request. Commissioners Ohrtman and Reitz moved and seconded, respectively, to approve the Certificate of Appropriateness for the proposed awning at 808 Main Street with the condition that if the color, shape or size of the awning needed to change that a new Certificate of Appropriateness would be obtained. Motion passed 6-0.

3. **Certificate of Appropriateness Review for 128 Main Street by Tim Lynch of My Architect on behalf of Landmark Property Group for a modification of the north entrance to the 2nd floor by removing the existing double door and adding a new vestibule with single door, windows and transom similar to existing.**

Staff Hollingshead reviewed the application and the architectural drawings submitted. Staff Hollingshead read into the record a voicemail left by Jon Nilsson at 302 Prospect Blvd stating that he was in support of people improving their properties along Main Street. Vice Chair King walked the Commission through the West End Historic District review sheet. The Commissioners discussed and found the application to be in conformance with guidelines C-1, C-2, D-1, F-1, F-2 and F-3. All other guidelines were not applicable to the project.

Commissioners Riggs and Phillipi moved and seconded, respectively, to approve the Certificate of Appropriateness at 128 Main Street for a new 2nd floor entrance vestibule with single door. Motion passed 6-0.

4. **Certificate of Appropriateness Review for 415 6th Street by Fast Signs on behalf of St. Joseph Regional Medical Center for replacement cabinet signage in the ambulance bay.**

Staff Hollingshead reviewed the application and the submitted drawings and photographs. Staff Hollingshead noted that this was an unusual request because the Normal Hill Heritage Overlay Zone does not account for that fact that the hospital is not necessarily a "historic" building but that the review sheet does allow the Commission to make an exception to one of more of the Factors, provided such an exception is justified by special findings and recorded in the HPC minutes. Vice Chair King walked the Commission through the Normal Hill Heritage Overlay Zone review sheet. The Commission discussed and found the application to be in conformance with factors 2, 6 and 7. The Commission also found that the lit cabinet signage for the ambulance bay at the hospital was an integral part of the hospital providing clear direction for patients needing services even if it could not be found to meet factors 1, 3, 4 or 5.

Commissioners Riggs and Follett moved and seconded, respectively, to approve the Certificate of Appropriateness for 415 6th Street for new lit cabinet signage for the ambulance bay. Motion passed 6-0.

5. **Request for Proclamation by the Mayor**

Staff Hollingshead reviewed that one of the Commission's goals was to have May proclaimed as Historic Preservation Month in the city of Lewiston. This is a request that needs to be made annually. Staff Hollingshead read the nomination for the Commission and asked if there was any comments or additions wanted. There were none. Commissioners Ohrtman and Reitz moved and seconded, respectively, to forward the proclamation request to the Mayor for the May 5, 2025 work session. Motion passed 6-0.

6. **Review of National Register of Historic Places Registration forms for the Lewiston Clarkston Interstate Bridge and the Clearwater River Camas Railroad Bridge, as requested by the Idaho State Historical Society and providing a letter of support for the nominations.**

Staff Hollingshead reviewed the nomination packets that had been sent by the Idaho State Historical Society. The Commission discussed the merits of both nominations and the significance each of the nominated bridges has played in the transportation network in and around Lewiston. Commissioners Follett and Phillipi moved and seconded, respectively, to send a letter of support to the Idaho State Historical Society to be included with the National Register of Historic Places Registration forms nominations for both bridges. Motion passed 6-0.

IV. **OLD BUSINESS**

None.

V. **COMMISSIONER COMMENTS:**

Commissioner Riggs stated that she had taken her niece to the Nez Perce County Historical Society Museum and there had been a scavenger hunt which was very enjoyable.

Commissioner Ohrtman spoke to the Memorandum of Understanding between the Historical Society and Lewis Clark State College on the Beuk Aie Temple and the transfer of the artifacts to the Historical Society. Commissioner Ohrtman stated that fundraising has already begun to be able to build a new building to house the exhibit.

VI. **COUNCIL LIASION COMMENTS:**

Councilor Forsman asked if there was anything specific that the Commission wanted her to share at the next Council meeting. Commissioner King stated that he had been speaking to Steven Branting who was going to make a request of Council to rename a street in Lewiston after an influential preacher in Lewiston's history. Commissioner King stated that he was in support of the request.

VII. STAFF-COMMISSION COMMUNICATIONS:

Staff Hollingshead reminded the Commission of the Special meeting scheduled for April 10, 2025 for additional Certificate of Appropriateness reviews that had not been received in time to notice for the April 3 meeting. Staff Hollingshead asked the Commission if there were any objections to rescheduling the May 1, 2025 meeting to May 8, 2025 so that staff could attend a training in Moscow on May 1, 2025. There were no objections and all present stated they could attend the May 8, 2025 special meeting. Staff Hollingshead let the Commission know that representatives from the Idaho State Preservation Office would be in town on May 9, 2025 and wanted to meet with staff and any available Commissioners at 10 am on May 9, 2025. Staff will send out a meeting invite and will notice a potential quorum for that date but there will not be an agenda.

VIII. ADJOURN

There being no further business, Commissioners Ohrtman and Reitz moved and seconded, respectively to adjourn the meeting of the Historic Preservation Commission at approximately 11:02 a.m. Motion passed 6-0.

RESPECTFULLY SUBMITTED,

Katie Hollingshead
Recording Secretary

Chairperson or Acting Chairperson
Historic Preservation Commission

Approved this _____ day of _____, 2025.

April 10, 2025

The HISTORIC PRESERVATION COMMISSION met in the Bell Building Upstairs Conference Room at 215 “D” Street. Staff Katie Hollingshead called the meeting to order at 10:04 a.m.

I. CALL TO ORDER

COMMISSIONERS PRESENT: Dennis Ohrtman; Bob Reitz; Kayleigh Phillipi; Greg Follett; Lisa Hasenoehrl;

COMMISSIONERS EXCUSED: Leah Boots, Chair; Ed King, Vice Chair; Tamara Berlik; Laurinda Riggs;

STAFF MEMBERS PRESENT: Katie Hollingshead, Assistant Planner;

CITY COUNCIL LIAISON PRESENT: None.

GUESTS: Brett Kinzer, Kinzer Air LLC; Representatives from Castellaw Kom Architects, Representatives from Lewis Clark State College

There being no Chair or Vice Chair present, Staff Hollingshead asked for a nomination for a temporary Chair to lead the meeting. Commissioner Reitz nominated Commissioner Ohrtman. Commissioner Follett provided the second. Motion carried 5-0, and Temporary Chair Ohrtman continued the meeting.

II. CITIZEN COMMENTS

None.

III. NEW BUSINESS

1. Certificate of Appropriateness Review for 311 Main Street by Kinzer Air LLC to replace the current exhaust duct for Bojacks Broiler Pit with a new exterior exhaust fan that meets the requirements of the International Fire Code and the International Mechanical Code:

Staff Hollingshead reviewed the application and submitted photos of the proposed exhaust fan. Staff Hollingshead introduced the applicant, Brett Kinzer.

Temporary Chair Ohrtman walked the Commission through the West End Historic District Design Guidelines review sheet. Commission discussed and found the

application to be in conformance with guidelines L-8. All other guidelines were not applicable to the project. Commissioners Follett and Phillipi moved and seconded, respectively, to approve the Certificate of Appropriateness for the proposed exterior exhaust fan. Motion passed 5-0.

2. Certificate of Appropriateness Review for 410 Main Street by Castellaw Kom Architects to install a new steel canopy on the face of the building, using weld plates that were previously installed for canopy installation during the original construction by that were never used.

Staff Hollingshead reviewed the application and the architectural drawings submitted and stated that representatives from both Castellaw Kom Architects and Lewis Clark State College were present for questions. Temporary Chair Ohrtman walked the Commission through the West End Historic District review sheet. The Commissioners discussed and found the application to be in conformance with guidelines K-2, L-3 and M-2. All other guidelines were not applicable to the project. Commissioners Follett and Reitz moved and seconded, respectively, to approve the Certificate of Appropriateness at 410 Main Street for a new steel canopy. Motion passed 5-0.

IV. COMMISSIONER COMMENTS:

None.

V. STAFF-COMMISSION COMMUNICATIONS:

None.

VI. ADJOURN

There being no further business, Commissioners Reitz and Follett moved and seconded, respectively to adjourn the meeting of the Historic Preservation Commission at approximately 10:20 a.m. Motion passed 5-0.

RESPECTFULLY SUBMITTED,

Katie Hollingshead
Recording Secretary

Chairperson or Acting Chairperson
Historic Preservation Commission

Approved this _____ day of _____, 2025.

