

December 4, 2025

The HISTORIC PRESERVATION COMMISSION met in the Bell Building Upstairs Conference Room at 215 "D" Street. Chair Leah Boots called the meeting to order at 10:03 a.m.

I. CALL TO ORDER

COMMISSIONERS PRESENT: Leah Boots, Chair; Greg Follett; Laurinda Riggs; Lisa Hasenoehrl (via Zoom); Dennis Ohrtman, Vice Chair (at 10:08 am); Kayleigh Phillippi;

COMMISSIONERS EXCUSED: Tamara Berlik; Bob Reitz;

STAFF MEMBERS PRESENT: Katie Hollingshead, Assistant Planner;

CITY COUNCIL LIAISON PRESENT: Kasee Forsmann (via Zoom).

GUESTS: None.

II. CITIZEN COMMENTS

None.

III. NEW BUSINESS

1. Approval of Minutes, September 4, 2025 Regular Meeting:

Chair Boots asked if the Commission had any corrections or additions to the minutes. Commissioners Follett and Riggs moved and seconded, respectively, to approve the minutes as written. Motion carried 5-0 (Commissioner Ohrtman arrived after the vote).

2. Certificate of Appropriateness Review, West End Historic District. A request by Lewis Clark State College for wall signage at 410 Main Street:

Staff Hollingshead reviewed the application and photos included in the meeting packet and stated that there were representatives from LCSC in the audience in case the Commission had any questions.

Chair Boots read through each of the review criteria sections with the Commission. The Commission agreed that guidelines L-5 and L-13 were applicable and in conformance for the project. Commissioner Riggs moved that the Certificate of

Appropriateness for wall signage at 410 Main Street be approved. Commissioner Follett provided the second. Motion carried 6-0.

IV. OLD BUSINESS

1. Historic Churches Project

Staff Hollingshead reviewed that she had picked up information from Gateway Church and Orchards Community Church and that Granite Lake Church and Trinity Lutheran Church had both contacted her and were working on collecting information. Staff Hollingshead stated that she would send out the spreadsheet with all of the information she had collected thus far following the meeting. Commissioner Ohrtman asked how he could help and Staff Hollingshead stated she had not received any information on Saint Stan's. Commissioner Ohrtman will reach out to his contact for that former church. Commissioner Ohrtman also stated that it would be great if the Commission could create a presentation with all of the information that was being collected. Staff Hollingshead will reach out to the Library Director to see what the room schedule is for the large meeting space at the library and how much lead time they need for scheduling.

V. COMMISSIONER COMMENTS:

Vice Chair Ohrtman shared that the Liberty Theater project is back on track following the government shutdown and that the marquee grant has been reinstated. The contractor was having problems sourcing the required materials but that has finally been resolved and work should start in March 2026.

Commissioner Riggs stated she had met a cultural anthropologist from Washington State University that might be interested in helping the Commission as a speaker. Commissioner Riggs will provide staff with contact information and Staff Hollingshead will add an agenda item to the January agenda for the Commission to discuss possible topics.

VI. COUNCIL LIAISON COMMENTS:

Council Liaison Forsmann wished the Commission a happy holiday season and stated that the Council reassigns liaison positions in January so she may not be continuing as Council liaison in 2026.

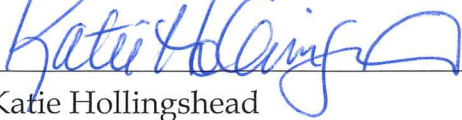
VII. STAFF-COMMISSION COMMUNICATIONS:

Staff Hollingshead stated the next regular meeting is currently scheduled for January 1, 2026 which is a holiday and city offices are closed. Staff Hollingshead asked the Commission to choose an alternate date to schedule the January meeting. The Commission decided that Thursday, January 8, 2026 worked for the Commissioners present. Staff will send out a cancellation notice for the January 1, 2026 meeting. Staff expects to have at least one, if not two, Certificate's of Appropriateness to review at the January meeting.


VIII. ADJOURN

There being no further business, Commissioner's Follett and Riggs moved and seconded, respectively, to adjourn the meeting of the Historic Preservation Commission at approximately 10:29 a.m. Motion passed 6-0.

RESPECTFULLY SUBMITTED,


Katie Hollingshead

Recording Secretary


Chairperson or Acting Chairperson

Historic Preservation Commission

Approved this 8 day of January, 2025.