

January 08, 2026

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 10:06 a.m.

I. CALL TO ORDER

COMMISSIONERS PRESENT: Leah Boots, Chair; Dennis Ohrtman, Vice Chair; Greg Follett; Laurinda Riggs (at 10:21 am); Lisa Hasenoehrl (at 10:23 am via Zoom); Tamara Berlik; Bob Reitz;

COMMISSIONERS EXCUSED: Kayleigh Phillipi;

STAFF MEMBERS PRESENT: Katie Hollingshead, Assistant Planner;

CITY COUNCIL LIAISON PRESENT: Kasee Forsman

GUESTS: Bryan Skinner

II. CITIZEN COMMENTS

None.

III. ELECTION OF CHAIR AND VICE CHAIR FOR THE 2026 CALENDAR YEAR:

Commissioner Follett nominated Chair Boots as Chairperson for the 2026 Calendar Year. Chair Boots accepted the nomination. Motion passed 5-0 (Commissioners Riggs and Hasenoehrl arrived after the vote).

Commissioner Follett nominated Vice Chair Ohrtman as Vice Chairperson for the 2026 Calendar Year. Vice Chair Ohrtman accepted the nomination. Motion passed 5-0 (Commissioners Riggs and Hasenoehrl arrived after the vote).

IV. NEW BUSINESS

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

Chair Boots asked if there were any questions or corrections to the minutes. There were none. Vice Chair Ohrtman moved to approve, Commissioner Follett provided the second. Motion passed 5-0 (Commissioners Riggs and Hasenoehrl arrived after the vote).

2. Approval of Minutes, December 18, 2025 Special Meeting:

Chair Boots asked if there were any questions or corrections to the minutes. There were none. Commissioner Berlik moved to approve, Vice Chair Ohrtman provided the second. Motion passed 5-0 (Commissioners Riggs and Hasenoehrl arrived after the vote).

3. **Certificate of Appropriateness Review, West End Historic District. A request by Bryan Skinner of Marshall's Auto Service, to construct a new 20'x30' work bay on the north side of the existing building. The addition will have metal clad siding and roofing to match the existing building.:**

Staff Hollingshead reviewed the application, photos and architectural renderings included in the meeting packet and stated that Mr. Skinner was available in the audience in case the Commission had any questions. Staff Hollingshead then read an email from Phillip and Marilyn Stonebraker in support of the application (email is attached to these minutes).

Commissioner Reitz asked about the history of the building and Mr. Skinner stated the building had been a bulk oil storage facility in the 1900's, a service station in the 1950's and that the bay on the north side of the building had been added in 2004. Mr. Skinner stated that the proposed addition would be attached to that bay.

Chair Boots read through each of the Lewiston Design Guidelines for the West End Historic District with the Commission. The Commission agreed that the application meet guidelines K-1, K-2, K-3, M-1, M-2, M-3, and M-4. All other guidelines did not apply to the project. Commissioner Follett moved that the Certificate of Appropriateness for the 20' x 30' work bay on the north side of the building at 865 D Street be approved. Commissioner Berlik provided the second. Motion carried 7-0.

4. **2026 Orchid Awards - Selecting a date and soliciting nominations:**

Staff Hollingshead reviewed when the Orchid Awards have been held in the past. The Commission discussed various dates in May and decided that May 9, 2026 worked the best. Staff Hollingshead will contact the Nez Perce County Historical Society and find out if the Capital Building is available on that date. Staff Hollingshead then reviewed the categories of the Orchid Awards and asked that each Commissioner bring at least one recommendation to the February meeting for the group to discuss. Staff Hollingshead will send out the list of properties that were issued a certificate of appropriateness since the 2024 Orchid Awards as a starting point. Staff Hollingshead will also include a list of recent winners.

V. **COMMISSIONER COMMENTS**

Commissioner Ohrtman stated that he was very interested in the Commission moving forward with a presentation on the historic churches project that everyone had been

working on. Staff Hollingshead stated that she had reached out to the library director and the Commission would just need to determine the date and time and the library would try and accommodate.

VI. COUNCIL LIAISON COMMENTS

Liaison Forsman had no comments. Staff Hollingshead said that the Council will appoint new Board and Commission liaisons at the January 12, 2026 meeting and that they might see a new face come February.

VII. STAFF COMMENTS

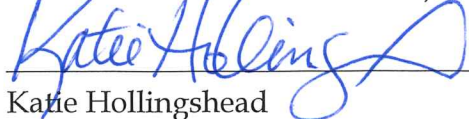
Staff Hollingshead stated that she had sent out an email looking to schedule a special meeting for a Certificate of Appropriateness review on January 22, but was unable to confirm a quorum. Staff Hollingshead asked if there was Commissioner availability on January 29, 2026 for a special meeting. Five of the Commissioners present stated they would be able to attend on that date. Staff Hollingshead will let the applicant know and get the notice and meeting packet sent out.

Staff Hollingshead reminded the Commission that the regularly scheduled meeting for February would be on February 5, 2026. All Commissioners stated they should be able to attend. Staff Hollingshead stated that the February meeting would be Commissioner Philippi's last meeting with the Commission as she prepares to graduate college and leave to attend graduate school. There will be a plaque presentation honoring her years of service at the February 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 10:41 a.m. Motion passed 7-0.

RESPECTFULLY SUBMITTED,



Katie Hollingshead
Recording Secretary



Chairperson or Acting Chairperson
Historic Preservation Commission

Approved this 5 day of February, 2026.