June 1, 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 10:01 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: Greg Follett, Chair; Ed King, Vice Chair (at 10:04 am); Laurinda Riggs; Lisa Hasenoehrl (via zoom); Kayleigh Philippi (via zoom); Leah Boots; Dennis Ohrtman;

COMMISSIONERS EXCUSED: Peggy Heuskinveld;

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

CITY COUNCIL LIAISON PRESENT: None

GUESTS: Michell Radamaker, Clever Fox Architecture; Daniel & Cindy Mader; Thomas Brainerd

II. CITIZEN COMMENTS

None.

III. NEW BUSINESS

1. APPROVAL OF MAY 4, 2023 REGULAR MEETING MINUTES

Commissioners Riggs and Boots moved and seconded, respectively, to approve the May 4, 2023 Regular meeting minutes. The motion passed 6-0 (Commissioner King arrived after the vote).

2. CERTIFICATE OF APPROPRIATENESS, WEST END HISTORIC DISTRICT. AN APPLICATION BY MICHELL RADAMAKER OF CLEVER FOX ARCHITECTURE ON BEHALF OF DANIEL MADER FOR A PARKLET TO BE LOCATED IN THE PUBLIC RIGHT-OF-WAY IN FRONT OF THE OSMERS BUILDING AT 816 MAIN STREET:

Commissioner Hasenoehrl told the Commission that she would be abstaining from voting on this application as her employer, Keltic Engineering, is working on the design for the project and she has a financial conflict of interest.

Staff Hollingshead reviewed the application for the Commission and stated that the applicant, Daniel Mader and his architect, Michell Radamaker, were present to answer any questions.

Chair Follett walked the Commission through the Design Guidelines review sheet for the project. The Commission found that the project complied with Design Guidelines L-10 and L-13 and that all other guidelines were not applicable to the project. Commissioner Ohrtman moved that the Certificate of Appropriateness for the parklet at 816 Main Street, be approved, pending the approval of the Ordinance by City Council. Commissioner Boots provided the second. Motion passed 6-0-1, with Commissioner Hasenoehrl abstaining.

3. **CERTIFICATE OF APPROPRIATENESS, WEST END HISTORIC DISTRICT. AN APPLICATION BY MICHELL RADAMAKER OF CLEVER FOX ARCHITECTURE ON BEHALF OF DANIEL MADER FOR AN INTERIOR ILLUMINATED WALL SIGN, AT 816 MAIN STREET.**

Staff Hollingshead reviewed the application for the Commission and stated that the applicant, Daniel Mader and his architect, Michell Radamaker, were present to answer any questions.

Chair Follett walked the Commission through the Design Guidelines review sheet for the project. The Commission found that the project complied with Design Guidelines L-3 and L-5 and that all other guidelines were not applicable to the project. Commissioner Ohrtman moved that the Certificate of Appropriateness for the interior illuminated wall sign at 816 Main Street, be approved. Commissioner Boots provided the second. Motion passed 7-0.

4. **CERTIFICATE OF APPROPRIATENESS, NORMAL HILL HERITAGE OVERLAY ZONE. AN APPLICATION BY THOMAS BRAINERD ON BEHALF OF CRAIG EMERSON AT 222 PROSPECT BLVD, DEMOLITION OF EXISTING ACCESSORY GARAGE AND REPLACEMENT WITH A LARGER ACCESSORY STRUCTURE.**

Chair Follett walked the Commission through the Normal Hill Heritage Overlay Review sheet for the project. The Commission found that the project complied with

factors 1, 3, 4, 5, 6 and 7 and that factor 2 did not apply. Commissioner Riggs moved that the Certificate of Appropriateness be approved for the proposed accessory structure at 222 Prospect Blvd. Commissioner King provided the second. Motion passed 7-0.

5. **CONSIDER THE RECOMMENDATION FOR REMOVAL OF COMMISSIONER HEUSINKVELD FROM THE HISTORIC PRESERVATION COMMISSION, TO THE MAYOR AND CITY COUNCIL, PURSUANT TO LEWISTON CITY CODE SECTION 2-45 – ABSENTEEISM.**

Staff Hollingshead reviewed Chapter 2 of City Code regarding Boards and Commissions and the attendance requirements. Staff reminded the Commission that Commissioner Heusinkveld had not attended a meeting since December 2022 and was not responding to any attempts by staff to contact her via phone or email. Commissioners Ohrtman and King moved and seconded, respectively, to recommend removal of Commissioner Heusinkveld to the Mayor. Motion passed 7-0.

IV. OLD BUSINESS

None.

V. COMMISSIONER COMMENTS:

None.

VI. STAFF-COMMISSION COMMUNICATIONS:

Staff Hollingshead let the Commission know she had sent out approximately 230 letters to property owners in the Normal Hill Heritage Overlay Zone soliciting applications for new Commissioners. Staff let the Commission know that 15 of the 23 plaques had been installed and she was hopeful to have the remaining 8 installed prior to the June 12 talk being given by Garry Bush at the library on the project. Staff asked for a show of hands for attendance at the July 6, 2023 meeting. All Commissioner's in attendance said they would be able to attend.

VII. ADJOURN

There being no further business, Commissioners King and Boots moved and seconded, respectively to adjourn the meeting of the Historic Preservation Commission at approximately 10:50 a.m. Motion passed 7-0.

RESPECTFULLY SUBMITTED,

_____	_____
Katie Hollingshead	Chairperson or Acting Chairperson
Recording Secretary	Historic Preservation Commission

Approved this _____ day of _____, 2023.

June 12, 2023

The HISTORIC PRESERVATION COMMISSION met in the Bell Building Upstairs Conference Room at 215 "D" Street. Staff Liaison Hollingshead called the meeting to order at 2:18 p.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: Laurinda Riggs; Lisa Hasenoehrl (via zoom); Kayleigh Philippi; Leah Boots; Dennis Ohrtman;

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

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

CITY COUNCIL LIAISON PRESENT: None

GUESTS: Michell Radamaker, Clever Fox Architecture; Mr. Mader;

II. CITIZEN COMMENTS

None.

III. NEW BUSINESS

1. APPOINTMENT OF A TEMPORARY CHAIR PERSON

Staff Hollingshead told the Commission that in the absence of Chair Follett and Vice Chair King, a temporary chair person would need to be elected to run the meeting. Commissioner Riggs nominated Commissioner Ohrtman as temporary chair person. Commissioner Boots provided the second. Motion passed 5-0.

2. CERTIFICATE OF APPROPRIATENESS, WEST END HISTORIC DISTRICT. AN APPLICATION BY MICHELL RADAMAKER OF CLEVER FOX ARCHITECTURE ON BEHALF OF DANIEL MADER FOR A NEW EXTERIOR DOOR, EXTERIOR WINDOW AND EXTERIOR AWNING AT 816 MAIN STREET:

Staff Hollingshead reviewed the application for the Commission and stated that the applicant's son, Mr. Mader and his architect, Michell Radamaker, were present to answer any questions.

Temporary Chair Ohrtman walked the Commission through the Design Guidelines review sheet for the project. The Commission found that the project complied with Design Guidelines D-3, F-2 and H-1 and that all other guidelines were not applicable to the project. Temporary Chair Ohrtman asked how long the proposed awning would be and the applicant answered 58 inches long, same as the width of the windows. Commissioner Riggs moved that the Certificate of Appropriateness for the exterior door, exterior window and exterior awning at 816 Main Street, be approved. Commissioner Boots provided the second. Motion passed 5-0.

IV. OLD BUSINESS

None.

V. COMMISSIONER COMMENTS:

None.

VI. STAFF-COMMISSION COMMUNICATIONS:

Staff Hollingshead reminded the Commission that Garry Bush would be giving a presentation at 4 pm at the Library regarding the Plaques Project and invited them to attend.

VII. ADJOURN

There being no further business, Commissioners Boots and Philippi moved and seconded, respectively to adjourn the meeting of the Historic Preservation Commission at approximately 2:39 p.m. Motion passed 5-0.

RESPECTFULLY SUBMITTED,

_____	_____
Katie Hollingshead	Chairperson or Acting Chairperson
Recording Secretary	Historic Preservation Commission

Approved this _____ day of _____, 2023.

Lewiston Historic District
Application for Certificate of Appropriateness

Applicant Name:	Property Owner Name & Address:	HPC Review Date: 8.3.23
Bob Jackson Body Repair	John Jackson 856 F. Street Lewiston ID 83501	LHD# HPC23-000012

Historic District Address:
856 F Street

Applicant Contact Details:
email: JRJackson20@hotmail.com
Phone: 208-791-1988
Fax: 208-743-3806
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)
Reframe broken window frame openings & replace damaged glass with thermo-pane glass. (Repairing vandlism damage)

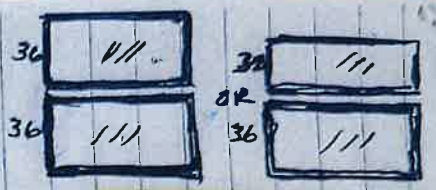
Project Start Date:	WCF Review	Estimated Project Value:	Prosposed Use:
ASAP	Y / N	$ 9000.00	(COMMERCIAL) OR RESIDENTIAL

Will you be using a Contractor: (Y) N
Name & Contact Details of Contractor(s): Ryan Light Construction

Signature of Applicant:	Date:
John Jackson	7/18/23
Name of Staff Person Receiving Application:	**Date:**

Staff Comments:
(Please clip all documents to this application)

* ORIGINAL PLATE GLASS WINDOWS BROKEN DURING VANDALISM. REQUEST CHANGE TO 2X6 FRAMING, DUAL PANE WINDOWS FOR SAFETY, SECURITY & ENERGY EFFICIANT WINDOWS & INSULATED WALLS.



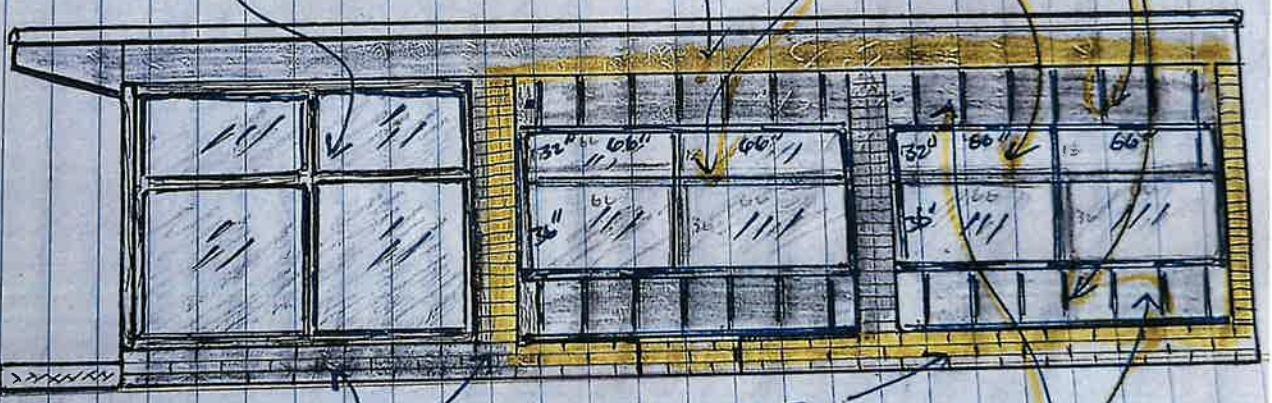
PROPOSED WINDOWS, 36" & 36" TALL OR 36" & 32" TALL

REQUESTED CHANGES INSIDE YELLOW HIGHLITE

PROPOSED REPLACEMENT OF WINDOWS

RETAINING EXISTING GLASS PANELS UNDAMAGED

CORRUGATED & BOARD & BATTEN PAINTED SIDING



NORTH VIEW OF BUILDING

EXISTING BRICK & COLUMNS PAINTED

ADDED 2"x6" FRAMING ABOVE & BELOW WINDOWS

YOUR AUTO BODY
PROFESSIONALS
BOB Jackson
Body Repair
4X4
EARLY BIRD
BARRICADE

YOUR AUTO BODY
PROFESSIONALS
BOB Jackson
Body Repair

Jackson
YOUR AUTO BODY
PROFESSIONALS

NOTICE OF CONSIDERATION OF APPLICATION

For Certificate of Appropriateness in the West End Historic District by the Historic Preservation Commission

THURSDAY, AUGUST 3, 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 Youtube channel 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)746-1318 ext 7261 and leaving a message.

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

APPLICATION BY BOB JACKSON AUTOBODY REPAIR, AT 856 F STREET, IN THE WEST END HISTORIC DISTRICT: Applicant requests a Certificate of Appropriateness to reframe broken window frame openings and replace damaged glass with new windows of a smaller size and better energy efficiency, in the West End Historic District, per Lewiston City Code 19.5-11.

Any person (or persons) may support or oppose, by petition or letter, the Applicant's request. ***Persons receiving this notice are encouraged to provide comment.***

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

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, ext. 7202.

NOTICE OF CONSIDERATION OF APPLICATION

For Certificate of Appropriateness in the West End Historic District by the Historic Preservation Commission

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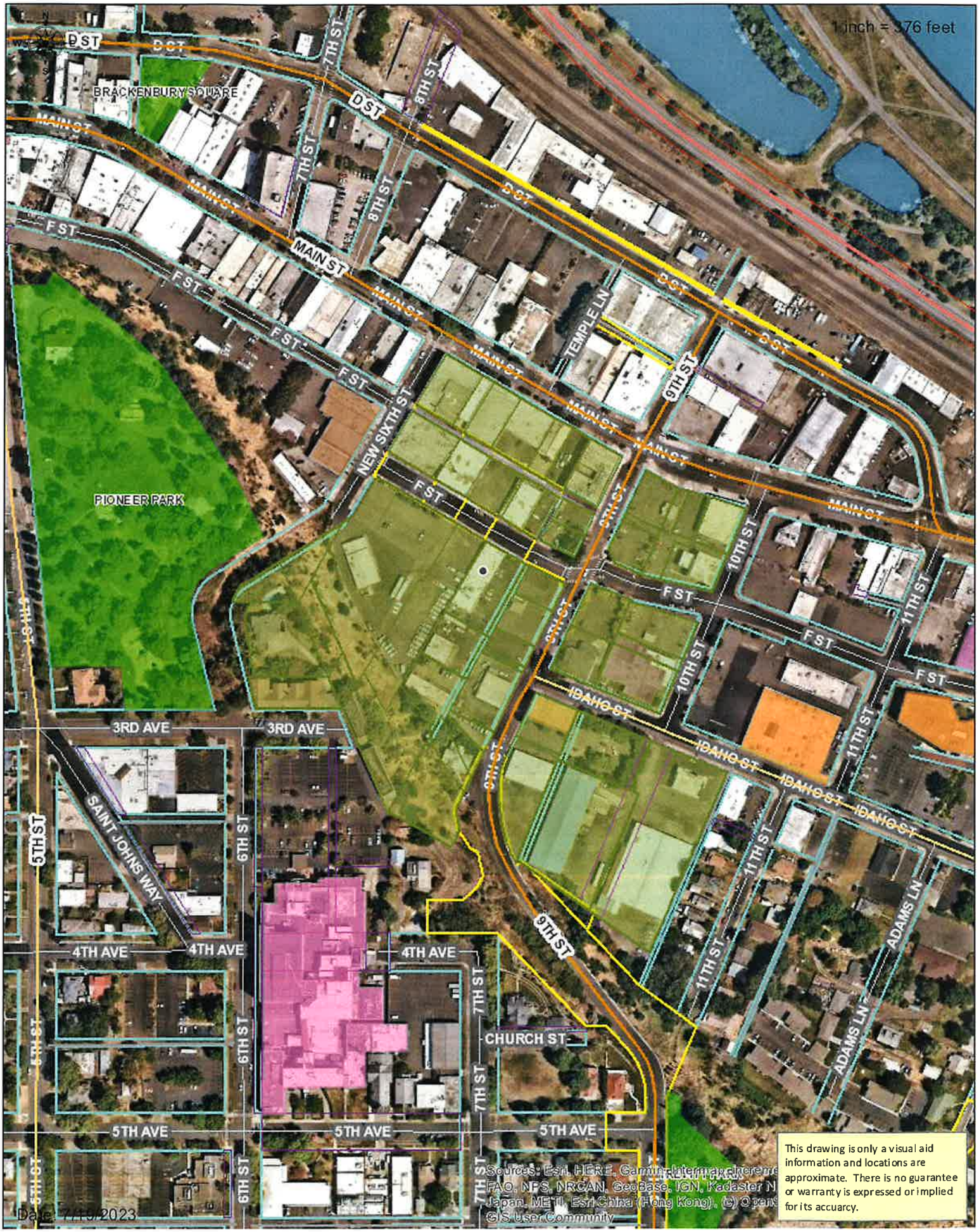
Notice publication date: Sunday, July 23, 2023.

OWNER1	OWNER2	IN_CARE_OF	MAIL_ADD1	MAIL_CITY	MAIL_ST	MAIL_ZIP	SITE_ADD
FIRST SECURITY BANK OF IDAHO	TAX DEPARTMENT	THOMSON PROPERTY TAX SVC	P O BOX 2609	CARLSBAD	CA	92018	
STEDMAN PROPERTIES INC			0225 7TH ST	LEWISTON	ID	83501	
LOCKER ROOM III INC			2405 N 4TH ST	COEUR D'ALENE	ID	83814	921 F ST
JMS LIMITED PARTNERSHIP			PO BOX 293	CLARKSTON	WA	99403	
FIRST SECURITY BANK OF IDAHO	TAX DEPARTMENT	THOMSON PROPERTY TAX SVC	P O BOX 2609	CARLSBAD	CA	92018	
LOCKER ROOM III INC			2405 N 4TH ST	COEUR D'ALENE	ID	83814	
CHANDLER CLINT A &	DAVIDSON ANNE C		267 PARKWAY	LEWISTON	ID	83501	
STODDARD WAYNE A			847 F ST	LEWISTON	ID	83501	
PRICE RIGHT INVESTMENTS LLC			920 MAIN ST	LEWISTON	ID	83501	
LIBERTY WEST PROPERTY LLC			601 3RD ST PMB 514	CLARKSTON	WA	99403	615 3RD AVE
SHAUL FAMILY TRUST			1688 W VALHALLA RD	COEURD'ALENE	ID	83814	1002 IDAHO ST
LOCKER ROOM III INC			2405 N 4TH ST	COEUR D'ALENE	ID	83814	
PRICE RIGHT INVESTMENTS LLC			920 MAIN ST	LEWISTON	ID	83501	920 MAIN ST
JACKSON ROBERT D			856 F ST	LEWISTON	ID	83501	
JACKSON ROBERT D			856 F ST	LEWISTON	ID	83501	
JMS LIMITED PARTNERSHIP			PO BOX 293	CLARKSTON	WA	99403	
STODDARD WAYNE A		G & A WHEEL	847 F ST	LEWISTON	ID	83501	847 F ST
TOP RESTAURANT INVEST LLC			858 MAIN ST	LEWISTON	ID	83501	858 MAIN ST
STEDMAN PROPERTIES INC			0225 7TH ST	LEWISTON	ID	83501	908 IDAHO ST
SHAUL FAMILY TRUST			1688 W VALHALLA RD	COEURD'ALENE	ID	83814	222 10TH ST
TAYLOR TEVIN &	TAYLOR KIRSTEN		855 MAIN ST	LEWISTON	ID	83501	119 NEW 6TH ST
MCCABE KEVIN N &	MCCABE HILDA		1901 W 45TH AVE	KENNEWICK	WA	99337	216 9TH ST
ARCHAMBEAU MARC &	ARCHAMBEAU ANTOINETTE		10953 N HANLEY PL	EAGLE	ID	83616	
LIBERTY WEST PROPERTY LLC			601 3RD ST PMB 514	CLARKSTON	WA	99403	615 3RD AVE
FIRST SECURITY BANK OF IDAHO	TAX DEPARTMENT	THOMSON PROPERTY TAX SVC	P O BOX 2609	CARLSBAD	CA	92018	
JMS LIMITED PARTNERSHIP			PO BOX 293	CLARKSTON	WA	99403	832 MAIN ST
NEZ PERCE COUNTY			P O BOX 896	LEWISTON	ID	83501	
MPT OF LEWISTON-RCCH LLC	ATTN: LEGAL DEPT		1000 URBAN CENTER DR STE 501	BIRMINGHAM	AL	35242	620 3RD AVE
SCHARNHORST WILLIAM A &	SCHARNHORST DIXIE		611 22ND AVE	LEWISTON	ID	83501	209 9TH ST
JMS LIMITED PARTNERSHIP			PO BOX 293	CLARKSTON	WA	99403	842 MAIN ST
ARCHAMBEAU MARC &	ARCHAMBEAU ANTOINETTE		10953 N HANLEY PL	EAGLE	ID	83616	224 9TH ST
CHANDLER CLINT A &	DAVIDSON ANNE C		267 PARKWAY	LEWISTON	ID	83501	
SDM PROPERTIES L L C			3423 10TH ST	LEWISTON	ID	83501	142 9TH ST
FIRST SECURITY BANK OF ID NA	TAX DEPARTMENT	THOMSON PROPERTY TAX SVC	P O BOX 2609	CARLSBAD	CA	92018	119 9TH ST
SDM PROPERTIES L L C			3423 10TH ST	LEWISTON	ID	83501	
JACKSON JOHN ROBERT &	JACKSON KIMBERLY ANNE		856 F ST	LEWISTON	ID	83501	
FREEDOM NW CREDIT UNION			PO BOX 68	KAMIAH	ID	83536	
LOCKER ROOM III INC			2405 N 4TH ST	COEUR D'ALENE	ID	83814	
835 F STREET LLC			855 MAIN ST	LEWISTON	ID	83501	835 F ST
WARNER AVENUE DEVELOPMENT LLC			1015 F ST	LEWISTON	ID	83501	206 9TH ST
FIRST SECURITY BANK OF IDAHO	TAX DEPARTMENT	THOMSON PROPERTY TAX SVC	P O BOX 2609	CARLSBAD	CA	92018	
KOM LAURANCE H &	CASTELLAW GREGORY G &		1126 MAIN ST	LEWISTON	ID	83501	850 MAIN ST
ARCHAMBEAU MARC &	ARCHAMBEAU ANTOINETTE		10953 N HANLEY PL	EAGLE	ID	83616	
FIRST SECURITY BANK OF IDAHO	TAX DEPARTMENT	THOMSON PROPERTY TAX SVC	P O BOX 2609	CARLSBAD	CA	92018	868 MAIN ST
NEZ PERCE COUNTY			P O BOX 896	LEWISTON	ID	83501	140 10TH ST
JMS LIMITED PARTNERSHIP			PO BOX 293	CLARKSTON	WA	99403	133 NEW 6TH ST
SDM PROPERTIES L L C			3423 10TH ST	LEWISTON	ID	83501	
FREEDOM NW CREDIT UNION			PO BOX 68	KAMIAH	ID	83536	141 9TH ST
JMS LIMITED PARTNERSHIP			PO BOX 293	CLARKSTON	WA	99403	836 MAIN ST
JMS LIMITED PARTNERSHIP			PO BOX 293	CLARKSTON	WA	99403	826 MAIN ST
MPT OF LEWISTON-RCCH LLC	ATTN: LEGAL DEPT		1000 URBAN CENTER DR STE 501	BIRMINGHAM	AL	35242	
CHANDLER CLINT A &	DAVIDSON ANNE C		267 PARKWAY	LEWISTON	ID	83501	267 PARKWAY
JACKSON ROBERT D			856 F ST	LEWISTON	ID	83501	856 F ST
SDM PROPERTIES L L C			3423 10TH ST	LEWISTON	ID	83501	140 9TH ST
FIRST SECURITY BANK OF IDAHO	TAX DEPARTMENT	THOMSON PROPERTY TAX SVC	P O BOX 2609	CARLSBAD	CA	92018	

City of Lewiston



FY2023 HPC Priorities Plan

Current Projects:

- Recognition of Historic Places and Buildings – Plaques Project

Commented [KH1]: Completed 2023

Commission Priorities

1. **EDUCATION**
   a. General

   1a. Provide a tool for incoming city council members to gain a strong understanding of the role historical preservation has in City of Lewiston properties. (Actionable: Provide a brief presentation or packet of information to city council members, especially incoming or new council members, detailing the code requirements, process, and importance of being a spokesperson for historical preservation in the City of Lewiston. Create a presentation video.)

   2a. Encourage people to attend and bring up questions during public comment at HPC meetings. If items mentioned during public comment merit HPC discussion, consider them during "Commissioner Comments" in the meeting's agenda and potentially include them as a future agenda item.

   3a. Ask City Council to declare May as "Historic Preservation Month" which is a nationwide effort.

Commented [KH2]: This was completed May 8, 2023

   4a. Look for ways to enlarge the audience for historical preservation ideas to affect the community in a positive manner.

   5a. Develop a list of frequently asked questions and post on the HPC webpage. Comment section for public to ask questions.

   6a. Develop a reference library for exterior improvements

   7a. Add a link to the Building Official and Fire Marshall for building and fire code requirements.

   8a. Add information about financial incentives available. Add a link to tax incentive information.

Commented [KH3]: A link to the State Historic Preservation Office has been added to the HPC webpage – they are most knowledgeable of the historic tax incentives.

   9a. List Historical Registry Properties on website. List Historically significant properties.

Commented [KH4]: A link to the National Register of Historic Places has been added to the HPC webpage

   10a. HPC sponsor speakers on interesting subjects related to Historical preservation or the History of the area.

   b. Realtors

   1b. Provide more educational opportunities for real estate professionals, prospective buyers, etc to understand the importance of protecting historical properties in the City of Lewiston. (Actionable: Provide/distribute a flier explain the importance and requirements of historical preservation at open houses, especially ones that are located in the Normal Hill Heritage Overlay zone or West End Historic District.)

   2b. Plan a seminar on the Certificate of Appropriateness process and invite those people who have gone through the process to attend and provide their feedback.

   c. Commercial Building Owners in West End Historic District

   C1. Plan events for building and business owners to share what Historic Preservation Commission actions are "real" or "perceived" with discussion of specific areas where the Commission input does not impede either construction or remodeling.

C2. Add information to the city website regarding commercial buildings in the West End Historic District and remodeling/construction/certificate of appropriateness rules.
C3. Incentivize reusing historic buildings by offering monetary incentives. Reduce costs the city has control over such as reduction in permit fees and city utility hook-up fees.
C4. Gather information about federal tax incentives for historic properties to distribute to property owners to make them aware of already existing programs to help defray cost of rehab/preservation efforts.

d. Residential Building Owners in the Normal Hill Heritage Overlay Zone
D1. Consider a city grant program to help Normal Hill Overlay homeowners with exterior preservation costs. Work with Grant Manager to develop criteria and thresholds, determine where funding would come from. Grant program would need City Council approval.

2. ONGOING HISTORIC PRIORITIES

a. Orchid Awards
   i. Signage
b. Plaques
   i. Policy
   ii. Purchase
c. The City of Lewiston should work with Code Enforcement and the HPC to incentivize positive behaviors through recognition of praiseworthy efforts to beautify Lewiston and make the community more livable.
d. Review HPC website annually to make updates

3. IDENTIFICATION OF HISTORIC PLACES AND BUILDINGS

a. Nominations to the National Register
A1. Engage building and business owners in the historic districts or in areas of future historic designation in a dialog to reveal benefits and obligations of current codes, remodeling guidelines, and possible decisions by governmental agencies that could impact them.

4. RESTORATION POSSIBILITES

a. Capital Projects for City owned properties
   i. Carnegie building
   ii. Towers
b. Restoration project of steps and pathways between Historic Downtown and Normal Hill

5. EDUCATION FOR COMMISSION AND STAFF

a. Commission involvement in National/State Conferences
b. Reports to City Council – January/February and September/October
c. New Commissioner Orientation
   i. Make readily available the folder, "Enriching the Future with Lewiston's History"
   ii. Host family education events throughout the year.

6. **BUILDING PARTNERSHIPS**
Build relationships with organizations to advance Historical Preservation
   i. BDL
   ii. Nez Perce County Historical Society and Museum
   iii. LCSC
   iv. Liberty Theater
   v. Realtor Association

vi. Nez Perce Tribe

7. **SIDEWALK VAULTS**
   a. Education
      A1. Pull owners of buildings with vaults together to hear their concerns and hopes for vault usage, upkeep or demolition.
   b. Progress Completion of Inventory
   c. Collection on the Historic Significance on vaults
   d. Educate/Document Historical Usage
   e. Preservation and Education Efforts