

**CALDWELL HISTORIC PRESERVATION COMMISSION MINUTES**  
**Meeting of February 8, 2016 @ 6:00 P.M.**  
**Caldwell Public Library – Idaho Room**  
**1010 Dearborn, Caldwell, Idaho**

I. **Call to order.** Chairperson Maughan called the meeting to order at approximately 6:00 p.m.

II. **Roll Call**

**Members Present.** Steve Maughan, Megan Dixon, Randy Lyons, Nicole Bradshaw and Don Burwell.

**Members Absent.** None.

**Others Present.** April Cabello, Planning Technician; and Brian Billingsley, Planning & Zoning Director.

**Others Absent.** Rob Hopper, City Council Liaison.

III. **Approval of Minutes.**

MOTION TO APPROVE THE MINUTES OF NOVEMBER 9, 2015.

**MOTION:** Megan D. **SECOND:** Don B., **MOTION PASSED.**

IV. **Certificate of Appropriateness Interviews.** None.

V. **Audience Participation.** Jacob King, 2410 Wisconsin Avenue, Caldwell, ID stated that he is interested in serving on the commission and wanted to attend a meeting.

VI. **Actions Since Last Meeting.**

A. None

VII. **Old Business.**

A. None.

VIII. **New Business.**

A. **Elect Chairperson for 2016.**

Don B. made the motion to elect Steve Maughan as Chairperson.

**MOTION:** Don B. **SECOND:** Nicole B., **MOTION PASSED.**

B. **Elect Vice Chairperson for 2016.**

Don B. made the motion to elect Randy Lyons as Vice Chairperson from January 2016 through April 2016.

Don B. made the motion to elect Megan Dixon as Vice Chairperson from May 2016 through December 2016.

**MOTION:** Don B. **SECOND:** Nicole B., **MOTION PASSED.**

- C. Steve M. and Brian B. held a discussion with the commission on duties and protocols; explaining the process.

**IX. Commission & Staff Reports.**

- A. April C. reported that she received a call from the new property owner of 1601 Dearborn. This is not the same person who submitted an application in November 2015 for this property. The new property owner was told by a neighbor that they loved all he was doing to the property but he had better stop and call the City for approval, so he did. Mr. Means has already removed the old garage and railings from the 2<sup>nd</sup> level flat portions not realizing that he needed a Certificate of Appropriateness and also needed a building permit. Mr. Means submitted an application and a list of renovating items that he would like to have completed very soon. April C. asked the commission what items they would need to hear and what items can be at staff level approval. The commission felt the re-roof is okay for staff level approval. The rest of the items need to be heard before the commission.

**X. Meeting adjourned at approximately 6:45 p.m.**

Respectfully submitted by April Cabello,  
MINUTES APPROVED AND SIGNED BELOW BY CHAIRPERSON STEVE MAUGHAN  
ON THE DATE NOTED BELOW.

\_\_\_\_\_  
Chairperson Maughan

\_\_\_\_\_  
Date

\_\_\_\_\_  
ATTEST: Brian Billingsley, Planning Director

\_\_\_\_\_  
Date

**For detailed minutes, please request a copy of the digital recording.**