

## CALDWELL HISTORIC PRESERVATION COMMISSION MINUTES

Meeting of February 12, 2020 @ 6:30 P.M.  
Caldwell Public Library – Idaho Room  
1010 Dearborn, Caldwell, Idaho

- I. **Call to order.** Chairperson King called the meeting to order at approximately 6:35 p.m.

II. **Roll Call**

**Members Present.** Jacob King, Randy Lyons, and Steve Maughan.

**Members Absent.** Megan Dixon and Nicole Bradshaw.

**Others Present.** Rob Hopper, City Council Liaison; Jerome Mapp, Planning, Zoning Director; and April Cabello, Planning Technician.

**Others Absent.** None.

**Approval of Minutes.**

MOTION TO APPROVE THE MINUTES OF DECEMBER 11, 2019.

**MOTION** Commissioner Lyons **SECOND:** Commissioner Maughan, **MOTION PASSED.**

III. **Certificate of Appropriateness Interviews.**

- **Action Item:** None.

IV. **Audience Participation.** None.

V. **Actions Since Last Meeting.**

- **Discussion Item:**  
Chairman King reviewed case number CA-19-11, Gregory Arnold, 1614 Dearborn Street, Caldwell, ID. Commission Level approval to construct guard railing / stair railing systems at existing front entry steps and basement stair entry.

VI. **Old Business.**

- **Action Item: Steunenber Facebook page and C of I Student Internship:**  
Commissioner Maughan shared with the commission that the C of I currently does not have an US Historian and that position oversees the connection to the archives and public history outreach. C of I will hire a US Historian and this person will coordinate the C of I student internship in the fall semester.

- Action Item: Newsletter:**  
 April Cabello shared that she has not had time to work on sending out the newsletter but will. Chairman King shared that he emailed to the commission a picture of a home to put in the newsletter and stated that Commissioner Dixon suggested notifying the homeowner. The commission discussed the chosen home, and due to medical issues in the family it was decided to pick a different home to put in the newsletter. Councilman Hopper suggested highlighting a home that had been remodeled and complies with code. Chairman King stated that he would email to staff a couple of photos from the Historic Preservation website and a list of homes with completed renovations to send notification letters to the homeowners asking to showcase their home in the newsletter.
- Action Item: Adding a new commission member:**  
 Chairman King shared that he spoke with Ken Chapman who was not interested; he suggested asking Mr. Arnold. The commission shared that would be a good idea but to wait until his front yard project is complete. Commissioner Maughan shared that he has three C of I faculty who are interested in serving on the commission: two live in the district and one lives on Washington Street. Commissioner Maughan shared the potential commissioners' resumes and stated that he will bring them to a future meeting. The commission discussed the number of commissioners, quorum, and the risks of having an even number of commissioners.
- Action Item: Historic Preservation Commission goals for upcoming years:**  
 Chairman King stated the goals for the upcoming year, being the Internships, record of grandfathered fences, newsletter, social survey of the district, commission level workshops, and workshop for the residents of the district. He asked the commission to email a list of ideas to Jerome Mapp and April Cabello.
- Discussion Item: Potential Local Historic Districts:**  
 Chairman King suggested reviewing the survey of Idaho and Washington Street. April Cabello stated she would bring the survey books to a meeting for the commission to review. Chairman King suggested getting a map with effective ages of the homes, and then they could pinpoint the areas that meet the 50-year criteria. The commission further discussed how the surveys are completed. April Cabello stated if the commission wanted to pursue the CLG Grant; the commission needs to submit the amount no later than April 2020 for the budget year 2021.
- Discussion Item: Mission Statement:**  
 Jerome Mapp shared with the commission the completed Mission Statement for the Historic Preservation Commission, P & Z Department, Planning, Code Enforcement.

## VII. New Business.

- Action Item: Elect Chairperson and Vice-Chairperson for 2020**

Commissioner Maughan made the motion to nominate Jacob King as Chair.

**MOTION:** Commissioner Maughan **SECOND:** Commissioner Lyons.  
**MOTION PASSED WITH A UNANIMOUS VOTE.**

- **Action Item: Elect Chairperson and Vice-Chairperson for 2020:**

Chairman King made the motion to nominate Megan Dixon as Vice-Chair.

**MOTION:** Commission Maughan **SECOND:** Commissioner Lyons. **MOTION PASSED WITH A UNANIMOUS VOTE.**

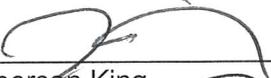
**VIII. Commission & Staff Reports.**

- Commissioner Maughan shared that he will be out of the country from April 1, 2020 to July 15, 2020.
- Commissioner Lyons asked about the house on the corner of Fillmore and 17<sup>th</sup>. The fencing is not what was approved and he wants to know if they could review the file at a future meeting. April Cabello stated she would add to the next agenda a post-approval review of CA-19-13, 1621 Fillmore.

**IX. Meeting adjourned at approximately 8:13 p.m.**

Respectfully submitted by April Cabello,

MINUTES APPROVED AND SIGNED BELOW BY CHAIRPERSON KING ON THE DATE NOTED BELOW.

  
\_\_\_\_\_  
Chairperson King

7-8-2020  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
ATTEST: Jerome Mapp, Planning Director

7/9/20  
\_\_\_\_\_  
Date

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