

CALDWELL HISTORIC PRESERVATION COMMISSION MINUTES

Meeting of February 26, 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 6:34 p.m.

II. **Roll Call**

Members Present. Jacob King, Randy Lyons, Megan Dixon and Nicole Bradshaw.

Members Absent. Steve Maughan.

Others Present. Jerome Mapp, Planning, Zoning Director; and April Cabello, Planning Technician.

Others Absent. Rob Hopper, City Council Liaison.

Approval of Minutes. None.

III. **Certificate of Appropriateness Interviews.**

- **Action Item:** None.

IV. **Audience Participation.** None.

V. **Actions Since Last Meeting.**

- **Discussion Item:** None.

VI. **Old Business.**

- **Action Item: Steunenberg Facebook page and C of I Student Internship:**

Commissioner Dixon shared that first on the list should be a recorded interview / oral history with Chuck Randolph.

April Cabello suggested that the commission could do the recording with Chuck Randolph and the internship could transcribe the recording later in the fall.

Commissioner Dixon stated that from the recording with Chuck Randolph, they could map some things, follow up and document research based on what Chuck Randolph talks about.

Chairman King asked if there would be a special series of questions for the oral interview with Chuck Randolph.

Commissioner Dixon responded that she would be interested in doing the oral history interview with Chuck Randolph and would start with a series of basic questions and let it go from there.

Jerome Mapp suggested videotaping some of the interview.

Commissioner Dixon asked if the city has audio video capacity or if they should appeal to the College of Idaho to support the videotaping.

Jerome Mapp replied that the city does not have video capability.

Commissioner Dixon suggested that the commission should check with the College of Idaho Marketing Department to see when it would be a good time and if they could spare people for the project or lend the Historic Preservation Commission the fixed videotaping equipment. Commissioner Dixon stated that she will consult with Commissioner Maughan.

- **Action Item: Newsletter and C of I student internship:**

April Cabello shared with the commission that she has not worked on the Newsletter but has it on her to do list.

- **Action Item: Adding a new commission member:**

Chairman King shared that Commissioner Maughan had emailed him sharing that the three College of Idaho candidates are still interested in the commission and they will attend the next meeting.

- **Discussion Item: Potential Local Historic Districts:**

The Commission decided to remove this item from the agenda as a recurring item.

VII. New Business.

- **Action Item: Review case file CA-19-13, 1621 Fillmore:**

Chairman King stated it would be good to keep the case CA-19-13, 1621 Fillmore fresh in their minds, and discuss the application to learn from it. The approved application was for a 6ft solid cedar fence that met all the setbacks and code. The application referenced craftsman style features and a few pictures showing spindles and an arched gate. However, when the fence was constructed, it was missing a few of the features, noticeably the spindles. Chairman King further shared that there had been email correspondence between staff and the applicant; staff contacted him because the applicant could not find a builder to make the spindles and staff needed approval to build the fence without the spindles. Chairman King shared that he should have brought this forward to the commission but he looked at the application and the certificate which mentioned craftsman features and he felt it had the

criteria to move forward. Chairman King shared that the commission should be much more specific, asking specific questions, confirming whether images submitted are from a builder that they are working with or if the pictures were generated from the web, and to ask the applicant if they hope to have something that looks like the pictures? The commission needs to be very specific about what is being suggested in the application; what is approved needs to be more detailed. As Chair, if anything changes, he will have the applicant go back before the commission.

Chairman King shared an email sent from Commissioner Maughan.

Commissioner Dixon shared that the commission has found themselves in this position before; it is not a fault but a feature of setting out with a plan and having a goal and then the homeowner getting into some kind of situation with finances or logistics or not knowing what was available for sure. It is difficult to nail that down, things happen spontaneously in the supply store and it is hard to hold applicants up. The commission cannot be responsible for knowing everything that is on the market that someone might want to buy. Commissioner Dixon stated that she likes the approach of documentation; in approving applications when the commission has been guided by images or samples provided by the applicant, the commission is under the impression that this is what will be used and if there is a change it will need to go before the commission.

Commissioner Lyons shared that the final build was not accurate to what he was led to believe from his interpretation of the application.

The commission reviewed the file and pictures submitted with the application and held a discussion on future approach to approvals.

Jerome Mapp shared that the findings of facts and conclusions of law imply that the commission states the points of why the commission made the decision and that they do this on all at the time of the decision.

Commissioner Bradshaw shared that when the applicant submits images with an application that is what she understands as the expectations.

Commissioner Dixon stated that the commission must be specific on each approval, regardless of the detail of the application.

VIII. Commission & Staff Reports.

- April Cabello asked the commission for any changes they would like to see on the Historic Preservation code and to email or call her with suggestions.
- April Cabello shared that 1807 Fillmore 3rd floor burnt and that she will send a reminder letter about submitting C of A for any work done.
- April Cabello shared that 1717 Fillmore completed a fence without a Certificate of Appropriateness. A Certificate of Appropriateness letter will be

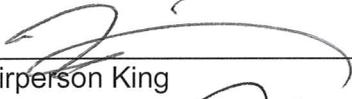
sent and asked staff if can do a staff level approval and the commission agreed.

- The commission asked if the work had been started on CA-19-11 for 1614 Dearborn.
- April Cabello stated that she would ask the Building Department for an update.

IX. Meeting adjourned at approximately 7:30 p.m.

Respectfully submitted by April Cabello,

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

 _____ Chairperson King	<u>7-9-2020</u> _____ Date
 _____ ATTEST: Jerome Mapp, Planning Director	<u>7/9/20</u> _____ Date

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