

## CALDWELL HISTORIC PRESERVATION COMMISSION MINUTES

**Meeting of March 22, 2017 @ 6:30 P.M.  
Caldwell Public Library – Idaho Room  
1010 Dearborn, Caldwell, Idaho**

**I. Call to order.** Vice-Chairperson Dixon called the meeting to order at approximately 6:37 p.m.

**II. Roll Call**

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

**Members Absent.** Steve Maughan.

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

**Others Absent.** Jarom Wagoner, Senior Planner; and Rob Hopper, City Council Liaison.

**III. Approval of Minutes.**

MOTION TO APPROVE THE MINUTES OF JANUARY 25, 2017.

**MOTION:** Commissioner King. **SECOND:** Commissioner Burwell, **MOTION PASSED.**

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

**V. Audience Participation.**

Jamee Fiore, State Historic Preservation Office gave a presentation covering:

- National Register
- Seven Aspects of Integrity
- Condition vs Integrity
- Character Defining Features

Jamee F. stated that it would be good for the Commission and SHPO to schedule another time to talk about “The Secretary of Interior Standards, Design Review and Tax Credits”. She also stated that they could do a workshop on “Interior Spaces”.

The Commission suggested having a walking tour of the Steunenberg Historic District with Jamee F. and then setting another date for a workshop reviewing and identifying the character of the homes.

The Commission suggested holding a public workshop to help explain the importance of the Steunenberg Historic District.

Vice-Chairperson Dixon had to leave the meeting and Alternate Vice-Chairperson King to control of the meeting.

**VI. Actions Since Last Meeting.** None.

**VII. Old Business.** None.

**VIII. New Business.** None.

**IX. Commission & Staff Reports.**

Brian Billingsley, Planning and Zoning Director shared that the Engineering Department contacted him about the Sundowner Motel that had been demolished, stating that they had a meeting with SHPO discussing the placement of interpretive signage where the motel used to sit. SHPO stated that they wanted the Historic Preservation Commission to have some kind of roll with the signage. The Commission agreed that signs should be installed and will review the signage before it is installed.

April Cabello, Planning Technician shared that the 2017 Committee Report to City Council was changed to June 19, 2017 to accommodate Chairman Maughan schedule so he could present the report to City Council.

April Cabello, Planning Technician stated that there will be a regularly scheduled meeting on April 12, 2017 to hear a Certificate of Appropriates case and must have a quorum.

**X. Meeting adjourned at approximately 8:32 p.m.**

Respectfully submitted by April Cabello,  
MINUTES APPROVED AND SIGNED BELOW BY ALTERNATE VICE-CHAIRPERSON  
KING ON THE DATE NOTED BELOW.

\_\_\_\_\_  
Alternate Vice-Chairperson King

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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