

CALDWELL HISTORIC PRESERVATION COMMISSION MINUTES

Meeting of February 28, 2018 @ 6:30 P.M. Caldwell Public Library – Idaho Room 1010 Dearborn, Caldwell, Idaho

- I. **Call to order.** Vice-Chairperson King called the meeting to order at approximately 6:31 p.m.

II. **Roll Call**

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

Members Absent. Steve Maughan and Don Burwell.

Others Present. Brian Billingsley, Planning, Zoning Director and April Cabello, Planning Technician and Rob Hopper, City Council Liaison.

Others Absent. None.

III. **Approval of Minutes.**

MOTION TO APPROVE THE MINUTES OF SEPTEMBER 27, 2017.

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

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

V. **Audience Participation.**

Tammy Dittenber shared with the commission her idea of an event for Caldwell that is in conjunction with a nationwide effort called "Picnic on the Porch". It brings music outdoors and usually held the last Saturday in August. Ms. Dittenber expressed her desire to hold this event "Picnic on the Porch" with residences of the Historic District. The residents would lend their porch for 2 or 3 hours in the afternoon and have 2 or 3 little groups, bands or duets that would play on the porch in sets so the public can come down and stroll the Historic District, walking place to place hearing the music. She wanted to talk with the commission and staff for any code issues and to confirm commission approved of this event. Ms. Dittenber stated that she would come back once she has all the details to share with the commission. Ms. Dittenber stated that August 25, 2018 is the event date. The commission thought it was a wonderful idea.

VI. **Actions Since Last Meeting.**

April Cabello reviewed the Certificates of Appropriateness that were issued by staff:

CA-17-10. Applicant: 1416 Cleveland, Chris & Vicki Tiezen. Staff Level C of A issued for a re-roof.

CA-17-11. Applicant: 1223 Blaine, Alan Scholtec. Staff Level C of A issued for a re-roof.

CA-18-02. Applicant: 610 S. 16th, Thomas & Jennifer Sessions. Staff Level C of A issued for a re-roof.

VII. Old Business.

CA-17-01. Applicant: 1201 Cleveland, Jack Verdine:

Brian B. shared with the commission that the Caldwell Housing Authority completed this job. The commissioners suggested sending a Thank You letter. Brian B. offered to write the letter and bring it to the next meeting.

Continued discussion on contacting new Owners in the District:

Commissioner King shared that he has direct access, as the City of Caldwell does to property ownership information in the district and could monitor it on a monthly or quarterly basis to compare ownership changes allowing the commission to send out Welcome Letters with the districts code.

Brian B. suggested that Commissioner King supplies on a quarterly basis a list of new property owners to Planning and Zoning to send out the letters.

VIII. New Business.

Elect Chairperson and Vice-Chairperson for 2018:

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

MOTION: Commissioner Dixon **SECOND:** Commissioner Bradshaw.

Commissioner Bradshaw made the motion to nominate Don Burwell as Vice-Chair.

MOTION: Commissioner Bradshaw **SECOND:** Commissioner Lyons.

IX. Commission & Staff Reports.

Staff Report:

Brian B. reported that the City is placing 3 historical signs at the Sun Downer project along Indian Creek per the mitigation of SHPO.

April C. shared that the March 14th meeting was cancelled and the next meeting will be held on March 28th and must have quorum.

April C. shared with the commission some old documentation that surfaced during the Community Development Building renovations. "Caldwell homeowner's Outline Guide to a Maintenance and Preservation Project".

April C. shared with the commission that the updated Historic Preservation Code was approved by City Council in January 2018.

Commission Report:

Commissioner Bradshaw mentioned that at previous meetings the commission discussed scheduling another walking tour with Chuck Randolph and SHPO and thought it would be good to set up another date. April C. responded that she would reach out to SHPO for their availability.

X. 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

Date

ATTEST: Brian Billingsley, P&Z Director

Date

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