



## HISTORIC PRESERVATION COMMISSION (HPC)

### AGENDA

Wednesday, February 1, 2023, 6:00 p.m.

911 N. Seventh Avenue, City Council Chambers

Limited in-person attendance is allowed, but due to COVID-19 guidelines, strict social distancing measures are in place.

During low/medium community level designations, individuals are encouraged, but not required, to wear masks/face coverings. During high community level designations, individuals will be required to wear masks/face coverings.

City Hall is accessible to persons with disabilities. Program access accommodations may be provided with three (3) days' advance notice by contacting Skyler Beebe at [sbeebe@pocatello.us](mailto:sbeebe@pocatello.us); 208.234.6248 or 5815 South 5th Avenue, Pocatello, ID.

The Historic Preservation Commission is a citizen advisory group to the City Council. They are charged with making decisions concerning the exteriors of the buildings in the Downtown Historic District, make recommendations to the City Council for designation of historic properties and historic preservation and promote historic preservation in the city. The Commission also plays a vital role in the City's downtown revitalization efforts. All meetings of the HPC are recorded for record retention and transcription. The following is the official agenda of the Historic Preservation Commission. Discussion and Commission action will be limited to those items on the agenda.

### AGENDA ITEM 1: ROLL CALL AND DISCLOSURE OF CONFLICT OF INTEREST AND EX-PARTE CONTACT

Disclose who was talked to, the basic substance of the conversation, and whether the conversation had any influence. Disclose if there is anything personally or professionally that would not allow an impartial or unbiased decision. Disclose if a site visit was done, location(s) of the visit, and what was seen.

### ACTION ITEM - AGENDA ITEM 2: APPROVAL OF MINUTES

The Commission may wish waive the oral reading of the meeting minutes and approve the minutes held January 4, 2023.

### \*\*\* WORK SESSION \*\*\*

### TRAINING SESSION

Anne Nichols, Administrative Services Manager, will present training on the State of Idaho's Open Meeting Laws.

### DOWNTOWN HISTORIC DISTRICT ENGAGEMENT

The Commission may wish to discuss and coordinate plans to engage the public in the Downtown Historic District.



HISTORIC PRESERVATION COMMISSION  
Minutes for January 4, 2023 at 6:00 p.m.  
City Council Chambers, Municipal Building  
911 N. 7<sup>th</sup> Avenue, Pocatello, ID

AGENDA 2

The meeting began at 6:01p.m.

**AGENDA ITEM #1: ROLL CALL AND DISCLOSURE OF CONFLICT OF INTEREST AND EX-PARTE CONTACT**

Disclose who was talked to, the basic substance of the conversation, and whether the conversation had any influence. Disclose if there is anything personally or professionally that would not allow an impartial or unbiased decision. Disclose if a site visit was done, location(s) of the visit, and what was seen.

**PRESENT:** Tabatha Butler, Ruta Casabianca, Denis Clijsters, Josh Pohlman and Jim Young.

**UNEXCUSED:** Marty Vizcarra.

**STAFF:** Jim Anglesey and Aceline McCulla.

None of the members had anything to report.

**AGENDA ITEM #2: APPROVAL OF MINUTES**

The Commission may wish to waive the oral reading of the HPC meeting minutes held July 6 and November 2 of 2022, and approve the minutes as written.

It was moved by **R. Casabianca** and seconded by **D. Clijsters** to approve the HPC meeting minutes as written from July 6 and November 2 of 2022. Those in favor: Butler, Clijsters, Pohlman, Vizcarra and Young. Unanimous. Motion carried.

With no other business, **Butler** closed the meeting at 6:04 p.m. and moved the Commission into the work session.

**\*\*\* WORK SESSION \*\*\***

**TRAINING SESSION**

Anne Nichols, Administrative Services Manager, will present training on the State of Idaho's Open Meeting Laws.

This work session item has been moved to February 1, 2023.

**DOWNTOWN HISTORIC DISTRICT ENGAGEMENT**

The Commission may wish to discuss and coordinate plans to engage the public in the Downtown Historic District.

The Commission discussed updating the Design Standards. .

With no further discussion, Chair Vizcarra closed the work session at 6:20 p.m.

Submitted by: \_\_\_\_\_ Approved on: \_\_\_\_\_  
Aceline McCulla, Secretary