

MEETING AGENDA
CITY OF POCATELLO
HISTORIC PRESERVATION COMMISSON
AUGUST 6, 2025 · 6:00 PM
COUNCIL CHAMBERS | 911 N. 7TH AVENUE, POCATELLO, IDAHO

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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.

1. ROLL CALL AND DISCLOSURES.

2. ACTION ITEM: MEETING MINUTES.

The Commission may wish waive the oral reading of the July 2 meeting minutes and approve the minutes as presented.

3. ACTION ITEM: LEAD SAFE AND HEALTHY HOMES PRESENTATION.

The Commission may wish to learn about the Lead Safe and Healthy Homes program by Mike Foy.

4. ACTION ITEM: FOLLOW UP LETTER REGARDING NATIONAL PRESERVATION FUND.

The Commission may wish to approve a follow up letter regarding the national preservation fund to be sent to U.S. representatives and authorize the Chair's signature on the letter.

5. ACTION ITEM: HISTORIC PRESERVATION PLAN PRIORITIES.

The Commission may wish to discuss the prioritization of goals and objectives within the recently adopted Historic Preservation Plan.

6. ACTION ITEM: PRESERVATION PROJECTS AND ASSIGNMENTS.

The Commission may wish to discuss preservation projects and updates on assignments.

- Community Engagement & Outreach
 - o Outreach Events
 - Realtors, Chamber of Commerce, Construction Services Presentations
 - o Social Media Posts –Future monthly topics
- Brady Chapel

7. ADJOURN.

AGENDA ITEM 2

MEETING MINUTES
CITY OF POCA TELLO
HISTORIC PRESERVATION COMMISSON

JULY 2, 2025 • 6:00 PM

CITY HALL COUNCIL CHAMBERS | 911 NORTH 7TH AVENUE, POCA TELLO, IDAHO

1. CALL MEETING TO ORDER AND ROLL CALL.

Vizcarra called the meeting to order at 6:00 PM. **PRESENT:** Kristopher Boatman, Darrell Buffaloe, Ruta Casabianca (left at 6:45 PM), Darryn Davidson, Brittani Hobson, Ellen Ryan, and Marty Vizcarra. **STAFF:** Jim Anglesey and Aceline McCulla. There were no disclosures.

2. APPROVE MINUTES

The Commission may wish waive the oral reading of the meeting minutes held June 4, 2025, and to approve the minutes as presented.

It was moved by **D. Davidson** and seconded by **K. Boatman** to approve the HPC June 4, 2025 meeting minutes as presented. Those in favor: K. Boatman, D. Buffaloe, R. Casabianca, D. Davidson, B. Hobson, E. Ryan, and M. Vizcarra. Unanimous. Motion carried.

3. LETTER REGARDING NATIONAL PRESERVATION FUND.

The Commission may wish to approve a letter regarding the national preservation fund to be sent to U.S. representatives and authorize the Chair's signature on the letter.

It was moved by **D. Buffaloe** and seconded by **K. Boatman** to approve the letter supporting the national preservation fund as presented, and to authorize the Chair to sign the letters to be emailed this evening. Those in favor: K. Boatman, D. Buffaloe, R. Casabianca, D. Davidson, B. Hobson, E. Ryan, and M. Vizcarra. Unanimous. Motion carried.

4. PRESERVATION PROJECTS AND ASSIGNMENTS

The Commission may wish to discuss preservation projects and updates on assignments.

- Community Engagement & Outreach
 - Outreach Events: **Vizcarra** spoke with NeighborWorks Pocatello during the *Pay it Forward BBQ* and discussed collaborating with the HPC on the Lead Safe and Healthy Homes Program for outreach efforts to educate the public of program opportunities. Please invite Mike Foy to present the program for the August meeting.
 - Invite LHC to give a presentation on their program for the August meeting.
 - Anglesey mention Christine Howe of the Grants Division will present on the CDBG program in September.
- Realtors, Chamber of Commerce, Construction Services Presentations.
- **Vizcarra** spoke with Matt Hunger of the Chamber of Commerce to have a discussion on the chamber programs.
- **Ryan** is reaching out to realtors to educate them on the *Dos and Don'ts for National Register Listings*.
- **Vizcarra** is trying to reach out to property owners for tours. The Historic Home Tour is scheduled for September 13, they still need volunteers. Jennifer Atterbury, Jerry Myers and Cheryl Hansen are willing to do presentations.
- Possibly the Neon Sign Lighting on July 12 in tandem with the Neon Fest.
 - o Social Media Posts –Future monthly topics
 - o Anglesey has a list of famous Pocatello people, Fred Stedfeldt of Fred's Café (July), Edward Stevenson, Beverly Bistline Family, Lloyd Furnace, A.L. Lelumbridge, and the William Kasiska.
- Brady Chapel, no updates.

5. ADJOURN.

With no other business, Vizcarra adjourned the meeting at 6:37 PM.

Submitted by:

Aceline McCulla, Secretary

Approved on:

AGENDA ITEM 4

August 6, 2025

Senator Crapo:

Bob Sonnichsen - bob_sonnichsen@crapo.senate.gov

Matthew Mondello - matthew_mondello@crapo.senate.gov

Senator Risch:

Madison Hardy - madison_hardy@risch.senate.gov

Kevin Arkoosh - kevin_arkoosh@risch.senate.gov

Matthew Clemence - matthew_clemence@risch.senate.gov

Congressman Simpson:

Craig Quarterman - craig.quarterman@mail.house.gov

Reilly Lamp - reilly.lamp@mail.house.gov

Nikki Wallace - nikki.wallace@mail.house.gov

Dear **Senator/Rep**:

I am writing to urge your support for the State Historic Preservation Office (SHPO) and the important work it does which benefits not just Pocatello, but communities across Idaho. On behalf of the City of Pocatello's Historic Preservation Commission (HPC), I commend Congress on appropriating funding for the immediate release of the FY25 Historic Preservation Fund grants administered by the Department of the Interior and our SHPO. Additional action is needed to ensure this critical work continues in the future.

The SHPO manages the required programs of the National Historic Preservation Act of 1966 (NHPA), which broadly preserve our nation's heritage and locally assist in preserving Idaho's special places. Currently, the Historic Preservation Fund (HPF)—which funds the SHPO's work—is threatened by proposed federal budget cuts, endangering our country's long-standing commitment to protecting and celebrating America's rich legacy and resulting in an unfunded federal mandate.

As members of the HPC, we care deeply about Pocatello's history and historic places. The HPC is a citizen advisory group to the Pocatello City Council. We are charged with making decisions concerning the preservation of Pocatello's historic downtown district as well as make recommendations for the designation of historic properties throughout the city. We also play a vital role in education and advocating for the protection of our heritage and historic assets.

Our partners at the Idaho SHPO provide critical historic preservation support to our community through grants and technical assistance. The Idaho SHPO plays a pivotal role in facilitating National Register listings and preservation tax credit projects which drive private investment, working with our community to preserve the significant places which define our local identity and make Pocatello special and unique.

Pocatello has benefited from our partnership with SHPO since it began participating in the Certified Local Government (CLG) program in 1985. In addition to dozens of in-person meetings with Historic Preservation Commissioners and community members, SHPO's distribution of nearly \$338,000 in Certified Local Government Grants to the City has provided:

- Professional services to draft, edit, and adopt a city-wide Historic Preservation Plan
- Funding and professional guidance and advice in the drafting of local historic preservation ordinance and planning processes
- Planning and management of a statewide heritage conference hosted in Pocatello in 2022 which drew hundreds of participants over multiple days
- Consultation on economic development opportunities for the renovation of the Peterson Building and the Whitman Hotel, critical office and housing projects benefiting from the federal Historic Preservation Tax Credit

Without SHPO support, this important work in Pocatello will diminish. We are asking for your leadership to ensure that we do not lose these important resources. Specifically, we respectfully ask you to:

Uphold your role as steward of our nation's heritage by demonstrating continued, bipartisan commitment to these programs ahead of the 2026 Semiquincentennial of the Declaration of Independence by proposing and/or supporting FY26 appropriations necessary for SHPOs and THPOs to continue their important work.

Respectfully yours,

Marty Vizcarra, Chair
Historic Preservation Commission

AGENDA ITEM 5

Goals, Objectives & Implementation

The PHPC derived four broad goals under which are 27 objectives with associated action items. The goals represent the general responsibilities of the PHPC while the objectives represent programs – both standard and creatively unique – by which they can satisfy their responsibilities. Over the course of three meetings and reviewing meeting notes, the PHPC shaped the goals through sharing their knowledge of the city’s neighborhoods, planning and zoning, trends, history, and past work of the PHPC.

The plan goals are:

- * **Survey & Designate** sites and areas of potential historic and architectural significance;
- * Cultivate community through **Public Education & Partnerships**;
- * Coordinate with the City Planning Department to implement effective preservation **Policy & Incentives**; and
- * Provide regular and effective management through **Training &**

Operations.

The PHPC determined that their general strategy is to work geographically out from the core of the city – the historic downtown – to the earliest neighborhoods and then later-built neighborhoods. Research has shown that this type of focus builds a strong downtown as a foundation for strong neighborhoods to surround it. The community survey assisted the PHPC in developing objectives that align with the public’s opinion. Other objectives have been on the PHPC’s “to do” list as well as identified issues throughout their recent existence. The historic preservation plan provides a framework to execute those.

In determining the goals and objectives, the PHPC considered the feasibility of success based on volunteer and staff capacity, budget, and local support that could reasonably be assumed over the next 10 years.

In addition to the following narrative, refer to

Appendix VIII for a matrix sorted by goal and by timeline.

GOAL 1: SURVEY & DESIGNATION

The objectives of Goal 1 include:

- ★ Objective 1: Conduct reconnaissance level surveys for areas of the city that have surpassed 50 years of age and appear to retain architectural integrity.
- ★ Objective 2: Utilize intensive level surveys to provide documentation and determine eligibility for potentially eligible resources.
- ★ Objective 3: Designate eligible resources to the National Register of Historic Places.
- ★ Objective 4: Inventory the Basalt Cliffs throughout the City for archaeology.

Objective 1:

Conduct reconnaissance level surveys for areas of the city that have surpassed 50 years of age and appear to retain architectural integrity.

A reconnaissance level survey (RLS) is the most basic approach for systematically documenting and evaluating historic buildings. It is designed for dealing with large groups of buildings rather than for single sites. Most RLS's include all or a large portion of the buildings in a particular neighborhood

or district. The primary purpose is to provide a "first cut" of buildings in a given area that appear to be eligible for listing in the National Register of Historic Places (NRHP). RLS involves only a visual evaluation of properties, not an assessment of associated historical events or individuals. That information can only be obtained through historical research conducted as part of an ILS, the next level of survey. The Bonneville neighborhood was the most recent RLS, which was completed in 2021.

From the survey, the public's top response to the question of responsibilities of the PHPC was identifying historic sites. Surveying historic sites was ranked lower, though it still received more than 1/3 of the total number of respondents' marks.

The SHPO recommends that historic districts be re-surveyed every 20 years. The City is currently undertaking a reconnaissance level survey update for downtown. Following downtown, the next re-surveys should be ISU University Neighborhood Historic District (listed in 1984) and the East Side Downtown Historic District (listed in 1994).

IMPLEMENTATION

A quick visual inspection of several areas of the city led the consultant to identify six areas of interest that may be targets for future RLS. See map in Appendix V. One of these is above (east of) the ISU campus, which is an area that the public was interested in seeing the PHPC bring focus to after downtown. The PHPC identified the Lewis & Clark neighborhood and Upper University

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neighborhood to have high potential for an RLS. They would also like to consider scheduling a re-survey of the ISU University Neighborhood Historic District as it has been 30 years since it was designated in the NRHP.

Objective 2:

Utilize intensive level surveys to provide documentation and determine eligibility for potentially eligible resources.

Intensive level survey (ILS) is the next step in the process of evaluating a potentially historic resource or group of resources for their eligibility for listing in the NRHP. An ILS involves research on the property and its owners, and documentation of the property's physical appearance, and Instructions for each of those tasks are given below.

IMPLEMENTATION

The City has 32 parks that continue to need work to be safe, usable, and connected as a greenbelt. As the City continues to implement the Parks, Recreation, Open Space & Trails Plan and other open space goals from the comprehensive plan, historic parks should be documented and considered for an ILS and/or cultural landscape reports where appropriate to guide future alteration proposals so that parks maintain historic landscape and park characteristics. Potential parks to include are as follows:

- ✱ Alameda (ca. 1915)
- ✱ Ammon (ca. 1955)
- ✱ Halliwell (ca. 1939)
- ✱ Highland Golf Course (1962)

- ✱ N.O.P. (ca. 1940)
- ✱ Riverside Golf Course (1955)
- ✱ Ross (ca. 1930)
- ✱ Scardino (ca. 1960)

Another option is to conduct an ILS for buildings at the Bannock County Historical Society site, including the Fort Hall replica. Results of an RLS may provide a recommendation for an ILS. Those recommendations should be prioritized by the PHPC to determine if an ILS is the right step in the process at that time. However, there are existing resources that could benefit from the additional research in an ILS to determine eligibility. Consider applying for CLG funding to support an ILS for historic parks as a thematic ILS, and/or for other determined resources.

Objective 3:

List eligible resources in the National Register of Historic Places.

Listing in the NRHP is an honorary designation for the nation's historically and architecturally significant resources. There are likely dozens of Pocatello buildings and sites, as well as historic districts, that are eligible for listing in the NRHP. Re-nomination and possible expansion of the Downtown Historic District is an obvious candidate pending results of a reconnaissance level survey in 2025. Additional sites in new surveys and re-surveys will be identified through other RLS's.

IMPLEMENTATION

Work with the community and other partners on continued efforts to list historic resources in the NRHP. Complete the process

of updating the NRHP historic district nomination for downtown that is underway in 2025. Approach owners of the Anderson Cabin – Bannock County Historical Society – to assess their interest in designation.⁵⁹

Objective 4:

Inventory the Basalt Cliffs throughout the City for archaeology.

IMPLEMENTATION

The City, through a licensed Principal Investigator and/or through SHPO cooperation, should determine if any of the currently documented sites are within the Basalt Cliffs area. If there is a positive indication, the City should apply for a CLG grant to re-inventory the historic features of the area that are known.

⁵⁹ Other sites within the Bannock County Historical Society's complex may also be NRHP eligible.

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Goals	Objectives	Policy & Incentives Goal Table	Timeline	Frequency
Survey & Designation	1	Conduct reconnaissance level surveys for areas of the city that have surpassed 50 years of age and appear to retain architectural integrity.		
		<i>Implementation</i>		
		Re-survey downtown	Short	Once
		Survey the Lewis & Clark neighborhood.	Medium	Once
		Survey the Satterfield/Highland neighborhood.	Medium	Once
		Re-survey the ISU University Neighborhood Historic District.	Long	Once
		Consider areas of interest for future new surveys.	Long	Every three years
	2	Utilize intensive level surveys to provide documentation and determine eligibility for potentially eligible resources.		
		<i>Implementation</i>		
		Consider an ILS for individual properties or thematic groups identified during reconnaissance level surveys.	Medium	Every five years
		Consider a thematic ILS of all the city's parks and open spaces that are more that 50 years old.	Medium	Once
		Consider an ILS for buildings located at the Bannock County Historical Society.	Medium	Once
	3	Designate eligible resources to the National Register of Historic Places.		
		<i>Implementation</i>		
		Pursue re-designation of the downtown historic district.	Short	Once
		Pursue re-designation of the East Side historic district.	Short	Once
		Consider designation of the Greyhound Bus Depot.	Long	Once
		Consider designation of the Anderson Cabin and/or the Fort Hall replica.	Medium	Once
	4	Inventory the Basalt Cliffs throughout the city for archaeology.		
		<i>Implementation</i>		
		Utilize a Principal Investigator to determine the depth of documentation that is currently in place.	Long	Once
		Consider a new survey and re-survey to document current conditions and resources.	Long	Once

GOAL 2: PUBLIC EDUCATION & PARTNERSHIPS

The objectives of Goal 2 include:

- ★ Objective 1: Provide public education through interpretive signage, markers, or plaques.
- ★ Objective 2: Communicate with the public where they prefer to learn about historic preservation activities.
- ★ Objective 3: Recognize work accomplished or historic preservation support by individuals, businesses, and organizations.
- ★ Objective 4: Seek greater integration between city planning and ISU planning.
- ★ Objective 5: Seek greater collaboration with the Shoshone-Bannock Tribes.
- ★ Objective 6: Publicly distinguish the PHPC from Historic Downtown Pocatello, Inc. (HDPI).
- ★ Objective 7: Continue to provide public programs to increase citizens' awareness of Pocatello's heritage and the economic and aesthetic value of historic preservation.

Objective 1:

Provide public education through interpretive signage, markers, or plaques.

According to the survey, the public desires to know more about the City's history desires to have it available in digital format and on interpretive markers or panels. The ordinance charges the PHPC with this responsibility as well stating the need to, "Promote and conduct educational and interpretive programs regarding historic preservation and historic properties in the city." While this is a high priority for the public, this activity cannot

be funded through CLG grants.

IMPLEMENTATION

Review currently installed interpretive signage for historic resources, create a list of possible locations for additional signs, then initiate a public survey for additional input. Establish a marker/plaque program in historic areas to mesh with the walking tour brochures. Work with the Planning and Development Department to understand their timeline for establishing new wayfinding in the city and discuss options to identify historic neighborhoods through existing and new wayfinding signs.

Objective 2:

Communicate with the public where they prefer to learn about historic preservation activities.

A key to success is effective communication. According to the survey, the public prefers to get their information through the City's website and social media.

IMPLEMENTATION

The PHPC has a robust web page on the city's website with most of the key information located on one page. However, many members of the public indicated a desire for information such as walking tour brochures, which suggests the website is not actively being used. Regular posts on social media about the website should attract more users. The City should post a direct link to the building permits web page where an owner can file an application for a Certificate of Appropriateness. Additional links to technical information would provide publicly-desired DIY guidance without hosting workshops.

Objective 3:

Recognize work accomplished and historic

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preservation support by individuals, businesses, and organizations.

This objective could help satisfy the need to distinguish the PHPC from other organizations, raise their profile in a positive way, and give the community inspiration for future preservation efforts.

IMPLEMENTATION

Nominate individuals/companies/agencies through existing programs such as Preservation Idaho's Orchids and Onions. With sufficient capacity between the PHPC and City staff, the City will explore establishing its own local recognition program. Considerations in the exploration should include staff and volunteer capacity, budget, promotion, and measurable goals. Start small to avoid being overwhelmed. If sufficient support exists and the goals are worthwhile, begin planning the first program.

Objective 4:

Seek greater integration between City Planning and Development and ISU planning.

The ISU campus could be its own historic district though it's under state jurisdiction. The entities share a boundary relationship that requires perforated lines rather than hardened lines. There are significant historic resources on campus where PHPC could assist with designations.

IMPLEMENTATION

Hold at least one meeting annually between

City Planning and Development/PHPC and ISU campus planning to discuss upcoming goals for both entities and how they can work toward common goals that benefit the city as a whole. Consider assisting in developing a historic walk on campus, that highlights the most recognized historic buildings as well as newer landmarks like Holt (ICCU) Arena.

Objective 5:

Seek greater collaboration with the Shoshone-Bannock Tribes.

The PHPC and the Shoshone-Bannock Tribes share a common interest in physical and cultural preservation. Shared goals for heritage preservation present community-wide benefits for both parties and can be well-intentioned without being motivated by other external factors.

IMPLEMENTATION

While this objective may require greater participation from other city entities as well, the PHPC is in a position to potentially take a leadership role based on sharing common interests. Possibilities may include co-hosting special events, presentations, and working with their representatives to survey, document, and preserve historic resources.

Objective 6:

Publicly distinguish the PHPC from Historic Downtown Pocatello, Inc. (HDPI).

The name of the PHPC is the industry standard for municipal organizations, so it would be difficult and unfair for them to change their name. Unfortunately, HDPI has been around since 1991 and therefore also has a name that is ingrained in the local community and as an organization. It would be equally unfair to request for HDPI to change their name again. It was formerly named Old Town Pocatello, Inc. Though for a business improvement district, the name is more unconventional.

IMPLEMENTATION

One single task, even changing a name, won't resolve this issue. In order to remedy the confusion and proceed with a clear distinction between the two organizations, the PHPC must consistently promote their name and work through public education opportunities such as programs and events, decision-making (such as an annual report), preservation projects, and planning efforts.

Objective 7

Continue to provide public programs to

increase citizens' awareness of Pocatello's heritage and the economic and aesthetic value of historic preservation.

IMPLEMENTATION

Given limited capacity, target opportunities to occasionally publish printed materials (like when new NRHP districts are designated), historic preservation month (annually in May), and regional collaborative opportunities. Depending on the capacity of the PHPC and/or staff, consider offering events such as guest speakers, and neighborhood and landmark tours. Partner with local institutions such as the public library, the Chamber of Commerce, ISU (Anthropology, History, Library), Bannock County Historical Society,

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Goals	Objectives	Policy & Incentives Goal Table	Timeline	Frequency
Public Education & Partnerships	1	Provide public education through interpretive signage, markers, or plaques.		
		<i>Implementation</i>		
		Review currently installed interpretive signage, documenting types, condition, location and mounting.	Short	Once
		Create a list of possible locations for additional signage.	Short	Once
		Establish a marker/plaque program to mesh with the walking tour brochures.	Medium	Once
		Explore citywide wayfinding signage program for collaborative design and funding options.	Long	Once
		Consider opportunities for new wayfinding signage for historic neighborhoods.	Long	Every other year
	2	Communicate with the public where they prefer to learn about historic preservation activities.		
		<i>Implementation</i>		
		Schedule regular posts on the city's social media to drive traffic to the PHPC website.	Short	Monthly
		Post a direct link on the PHPC website to building permits for a COA.	Short	Once
	3	Recognize work accomplished and historic preservation support by individuals, businesses, and organizations.		
		<i>Implementation</i>		
		Explore establishing a citywide local recognition (awards) program, considering staff and volunteer capacity, budget, promotion, and measureable goals.	Medium	Every three years
	4	If sufficient support exists, begin planning the first program.	Medium	Every three years
		Seek greater integration between City Planning and Development and ISU planning.		
		<i>Implementation</i>		
		Hold an annual meeting between the City and ISU planning departments to discuss common goals.	Short	Annually
	5	Explore co-developing a historic walking tour of campus.	Medium	Annually/Once
		Highlight historic buildings on campus on the city's social media page under the banner of PHPC.	Short	Twice annually
		Seek greater collaboration with the Shoshone-Bannock Tribes.		
	6	<i>Implementation</i>		
		Co-host a special event or presentation with the Tribe.	Medium	Every other year
		Engage the Tribe with preservation activities in the future.	Long	As opportunities arise
	7	Publicly distinguish the PHPC from Historic Downtown Pocatello, Inc.		
		<i>Implementation</i>		
		Consistently promote the work of the PHPC through city communications and events.	Short	As opportunities arise
		Continue to provide public programs to increase citizens' awareness of Pocatello's heritage and the economic and aesthetic value of historic preservation.		
		<i>Implementation</i>		
	7	Target opportunities to engage the public at certain times of year or in correlation with certain local events that have a similar audience.	Short	As opportunities arise
		Consider offering events such as guest speakers and tours on an annual or occasional basis to raise visibility of the PHPC.	Medium	Annually
		Partner with local organizations for the targeted opportunities and special PHPC events.	Medium	Annually

Friends of Brady Chapel, Preservation Idaho, Historic Downtown Pocatello, Inc., Museum of Natural History, the University Library, etc.

GOAL 3: POLICY & INCENTIVES

The objectives of Goal 3 include:

- ✦ Objective 1: Support the City and Planning Division in their implementation of SmartCode, the City's form based code.
- ✦ Objective 2: Enforce preservation regulations, when necessary, within the historic district(s) and at local landmark sites.
- ✦ Objective 3: Promote and utilize existing historic preservation incentives.
- ✦ Objective 4: Participate in statewide efforts to establish historic preservation incentives.
- ✦ Objective 5: Participate in Section 106 reviews.
- ✦ Objective 6: Obtain strong support from the City Council.
- ✦ Objective 7: Internally lead and externally support transformative projects that will raise the city's visibility and contribute to its economy.
- ✦ Objective 8: New construction infill should be targeted for parking lots

and not to replace historic buildings, regardless of designation.

✦ Objective 9: Update the Historic Preservation Plan

More than half of respondents to the survey answer that the PHPC has not had a responsibility to connect historic property owners with financial incentives. In addition, the public believes that the PHPC should balance historic preservation with other property development goals, and that starts with preservation-supportive policies.

Objective 1:

Support the City and Planning Division in their implementation of SmartCode, the City's form based code.

Form-based code (FBC) is a way to regulate development that controls building form first and building use second, with the purpose of achieving a particular type of "place" or built environment based on a community vision. FBC is a planning method that replaces traditional zoning, allowing for more flexibility in use while maintaining community character. Thus, it can work effectively in tandem with historic preservation goals.

IMPLEMENTATION

When the opportunity arises to provide input, schedule review of the SmartCode as an agenda item for presentation, discussion, and written feedback from the PHPC. Seek to be supportive, yet critical in the best interest of preservation citywide.

Objective 2:

Enforce preservation regulations, when necessary, within the historic district(s) and at local landmark sites.

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The PHPC identified enforcement as a problem within the City's structure. Without consistent and persistent enforcement, historic buildings are allowed to be altered without required public hearings and permits, and in some cases allowed to deteriorate without timely intervention.

IMPLEMENTATION

Schedule opportunities to conduct site visits with enforcement staff to observe and describe issues with historic buildings. Seek information from enforcement about their process of identification of issues, initial processing, and follow through. Provide additional training to enforcement professionals through professional development.

Objective 3:

Promote and utilize existing historic preservation incentives.

The largest available financial incentive for historic preservation that is available in Idaho, as well as nationally, is the federal rehabilitation tax credit. This is sometimes also referred to as the federal investment tax credit. Since its inception in the mid-1980s, the program has been the single most successful tool for saving and rehabilitating historic structures in the U.S., leveraging hundreds of millions of dollars in private investment every year. Overseen by the National Park Service and the Internal Revenue Service, and

facilitated in Idaho by the SHPO, the program allows for a 20% tax credit for qualifying rehabilitation expenditures on a property that is listed in the NRHP and is used for commercial (income-producing purposes). While there are other criteria to meet in order to qualify, applying early in the project planning process is recommended.

IMPLEMENTATION

The PHPC should promote the federal rehabilitation historic tax credit to property owners of NRHP-designated and potentially eligible commercial buildings through targeted personal outreach. The SHPO can help you prepare accurate information for this outreach. This should occur through annual promotion by direct mailing to commercial property owners and through Historic Downtown Pocatello, Inc. during in-person meetings and through their e-newsletter.

Objective 4:

Participate in statewide efforts to establish historic preservation incentives.

Unfortunately, there are no historic preservation incentives available at the state and local levels at this time. At one time, the City had a façade improvement grant program funded by Community Development

Block Grants (CDBG). The PHPC believes that cost of rehabilitation and ongoing maintenance is an issue blocking greater preservation. And the public responded to the survey that they greatly desire incentives for residential rehabilitation.

IMPLEMENTATION

This is also a strategy within Goal 3 of the vision element Economically Robust in the Comprehensive Plan. Regularly communicate the importance of a statewide incentive within Pocatello to the SHPO and Preservation Idaho. When opportunities arise, activate the PHPC and City leadership to support efforts to create new and increased incentives. This can include letters, personal meetings and site visits, and lobbying to elected officials.

Objective 5:

Participate in Section 106 reviews.

Section 106 of the National Historic Preservation Act requires federal agencies to consider the effects on historic properties of projects they carry out, assist, fund, permit, license, abandon, or approve throughout the country. If a federal or federally-assisted project has the potential to affect historic properties, a Section 106 review will take place. The federal agency is responsible for identifying potentially affected historic properties, assessing the project's potential for adverse effects, and consulting to avoid, minimize or mitigate adverse effects, where identified.

Section 106 gives the Advisory Council on

Historic Preservation (ACHP), interested parties, and the public the chance to weigh in on these matters before a final decision is made. The process is an important tool for citizens to lend their voice in protecting and maintaining historic properties in their communities. More information in the Section 106 process can be found through the ACHP on their website.⁶¹

IMPLEMENTATION

The PHPC (and/or the staff) should engage in the Section 106 process whenever the opportunity is given in order to provide an opinion about the effects to historic properties and guidance for potential avoidance or minimizing the effect. If mitigation is required, the PHPC will continue to participate in Section 106 discussions about mitigation options and implementation.

Objective 6:

Obtain stronger support from the City Council.

In recent years, appeals of PHPC decisions have been overturned by the City Council which undermines their regulatory authority as well as the trust in professionalism and expertise of this appointed body. In order to ensure consistency in decision-making, the administrative staff and PHPC require stronger support for autonomy to execute the responsibility afforded them by city code.

IMPLEMENTATION

Given the recently-approved, updated Pocatello Downtown Historic District Design Standards, decision-making for Certificates of Appropriateness downtown is more defined than under the previous guidelines.

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City Council should allow the PHPC at least one year of decision-making and receive a report from the PHPC and staff on the effectiveness of the standards.

Objective 7:

Internally lead and externally support transformative projects that will raise the city's visibility and contribute to its economy.

With feedback from the community survey, the City's first priority should be resolving issues with The Monarch "building." Following the fire, the public wanted to see the rehabilitation of the building and preservation of this important downtown landmark. However, it has been deteriorating long enough now that the public considers it an eyesore and they are at the point of just wanting to see change at the site. Secondly, the public desires that the Yellowstone Hotel be fully rehabilitated. The first option to consider would be a downtown boutique hotel, which is needed. This is a complex project that will require external assistance to facilitate. Other transformative projects would include focused redevelopment and compatible infill in the East Side/Triangle District, rehabilitation and reopening of the Train Depot and/or Bus Depot, and moving city hall to the former federal building downtown. The last option is supported by the Downtown Development Plan and Comprehensive Plan. Other projects may include streetscape improvements in downtown that provide improved ADA, sidewalk space for outdoor dining, and connect historic areas for non-auto mobility, and the conversion of the upper stories of

downtown historic buildings for housing.

IMPLEMENTATION

The PHPC must be mindful of their role as advisors. Without advocating, they should keep major ideas at the forefront of the minds of city leaders as well as the public. At a regular meeting, prioritize the list above and seek staff input as to how to approach the top two priorities. This may include internal meetings, site visits with elected officials, and discussion with outside professionals in order to put together a strategic plan for each priority. Seek to utilize the strengths and spheres of influence of each PHPC member within the strategy.

Objective 8:

New construction infill should be targeted for parking lots and not to replace historic buildings, regardless of designation.

IMPLEMENTATION

There are many opportunities within the downtown area for commercial infill that do not require demolition of historic buildings. These sites should be the only option for new construction to occur. The City's Planning & Development Department, Pocatello Development Authority, along with the Chamber and Historic Downtown Pocatello, Inc. should collaboratively promote these sites to attract new development. Within the East Side/Triangle District, as well as the Mountainview (formerly Whittier) neighborhood, there are strong opportunities to target compatible new infill development.

Objective 9:

Update the Historic Preservation Plan

⁶¹<https://www.achp.gov/protecting-historic-properties/section-106-process/introduction-section-106>

This historic preservation plan is intended to have a ten-year time frame of application and therefore should be renewed by 2035. However, the commission should also revisit the plan formally every year to monitor their progress and make adjustments in the timeline as necessary.

IMPLEMENTATION

The PHPC should apply for a CLG grant from the Idaho SHPO in 2033 in order to create a new historic preservation plan in 2035.

Goals	Objectives	Policy & Incentives Goal Table	Timeline	Frequency
	1	Implementation		
		a. Schedule at least one review and comment with the PHPC on SmartCode as it is being developed.	Short	Once or more
		b. Provide examples of SmartCode's implementation where it is working well with historic buildings as well as where its having more challenges.	Medium	Annually
	2	Enforce preservation regulations, when necessary, within the historic district(s) and at local landmark sites.		
		Implementation		
		a. Regularly schedule site visits for the PHPC and staff to observe challenging issues and positive results.	Short	Twice annually
		b. Obtain information on a quarterly basis from enforcement about recent violations and share that information with the PHPC.	Short	Quarterly
	3	c. Request a presentation from enforcement to learn about how they do their work and common issues they find with historic buildings.	Medium	Every three years
		Promote and utilize existing historic preservation incentives.		
		Implementation		
	4	Promote the federal rehabilitation historic tax credit to property owners of designated and potentially eligible commercial buildings through targeted personal outreach.	Short	Annually
		Participate in statewide efforts to establish historic preservation incentives.		
		Implementation		
	5	Activate the HPC and city leadership to support efforts for new and increased incentives.	Medium	As opportunities arise
		Participate in Section 106 Reviews.		
		Implementation		
	6	Engage in the Section 106 process to provide opinions and guidance.	Short	As opportunities arise
		Be active in determining and executing mitigation that is beneficial to the city when that is required.	Short	As opportunities arise
	7	Obtain strong support from the city council.		
		Implementation		
		Consider having PHPC members on a rotating basis make quarterly or semi-annual reports to the City Council to provide them with regular updates on historic preservation in the city.	Short	Quarterly or twice annually
	8	Utilize the implementation of the new downtown design standards and preservation trends as regular topics.	Short	As opportunities arise
		Internally lead and externally support transformative projects that will raise the city's visibility and contribute to its economy.		
		Implementation		
	9	Maintaining a role as an advisor, keep major preservation opportunities at the forefront of consideration by elected officials.	Medium	Quarterly or twice annually
		New construction infill should be targeted for parking lots and not to replace historic buildings, regardless of designation.		
		Implementation		
	9	Promote open spaces in historic neighborhoods as key sites for compatible infill development.	Long	As opportunities arise
		Update the Historic Preservation Plan.		
		Implementation		
	9	Apply for and receive a CLG grant from the Idaho SHPO to update the plan in 2035.	Long	Once
		Conduct the update to the Pocatello Historic Preservation Plan.	Long	Once

GOAL 4: TRAINING & OPERATIONS

The objectives of Goal 4 include:

- ★ Objective 1: Provide regular training for the PHPC.
- ★ Objective 2: Consider out of state training opportunities.
- ★ Objective 3: Consider opportunities for training building and enforcement officials in interpreting building codes for historic buildings.
- ★ Objective 4: Review the historic district design standards regularly.
- ★ Objective 5: Minimize turnover of members of the PHPC.
- ★ Objective 6: Raise funds to support the work of the PHPC.

Objective 1:

Provide regular training for the PHPC.

Historic preservation commissioners require continuing education and professional training as they are involved in the management, preservation, and stewardship of cultural heritage. Training can be provided by staff, commission peers, consultants,

or off-site conferences, workshops, and meetings. The field of historic preservation continues to evolve in principles, philosophy, standards, interpretation, and technology. Training will assist commissioners in keeping current with the field.

IMPLEMENTATION

The PHPC should set aside regular time at meetings for local training to the PHPC by staff or guests. Topics could include preservation trends, philosophy, rehabilitation techniques or materials, and planning efforts. The PHPC should consider utilizing partners for high level training for the PHPC such as local architects, professors from ISU, the Shoshone Bannock Tribes, and the NAACP for cross-agency training. It is the goal of the Idaho SHPO to have an annual CAMP training in Idaho starting in 2025. Assess the need and availability of NACP CAMP training within Idaho while considering CLG grant opportunities for staff and commissioners to attend.

Objective 2:

Consider out of state training opportunities.

Currently, there is not a preservation or heritage-related conference in Idaho. And not all training can be, or should be, facilitated locally. Out of state opportunities can broaden the perspective

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of commissioners and staff, connecting them to the broader movement and people engaged nationwide. Staff has attended national conferences on occasion and have found them to be worthwhile for making connections and expanding thinking about preservation's local role.

IMPLEMENTATION

The National Association of Preservation Commissions (NAPC) holds a national conference every other year and provides excellent programming that is targeted to the PHPC. The nearest major and regularly-occurring statewide conference is in Colorado. This annual conference attracts roughly 1,000 people from across the region to Denver each winter and is an affordable alternative to a national conference. The PHPC should apply for CLG grants to support out of state training opportunities and professional development and rotate them between different commissioners and staff.

Objective 3:

Consider opportunities for training the building and enforcement officials in interpreting building codes for historic buildings.

Discussions with the PHPC indicate that building officials may not be as familiar with flexibility in the International Building Code (IBC) as it applies to existing and historic buildings. There is a complexity to rehabilitation that is already dissuading owners from taking action.

Particularly for building inspectors, it was noted that the fire code is the most difficult to interpret. City investment in additional training for these professionals to understand how others work within the gray area while still managing risk could lead to saving more buildings and

IMPLEMENTATION

Find opportunities for specialized training and request the department's cooperation to provide that to building and enforcement officials on a rotating basis.

Objective 4:

Review the historic district design standards regularly.

The Pocatello Historic Downtown Design Standards were adopted by City Council in July 2024, so they are currently updated. But these should be reviewed every five years for consistency with current professional standards and overall, how they are working for the historic district.

IMPLEMENTATION

The PHPC shall review the standards for applicability and effectiveness every two years as part of a work session/training with the staff and/or a preservation consultant.

Objective 5:

Minimize turnover of members of the PHPC.

While there have been many dedicated members of the PHPC over the decades, there have also been appointees that have served terms shorter than the standard three years. Consistent turnover leads to inconsistent decision making, continual time investment in basic-level training, and poor impressions among the public.

IMPLEMENTATION

Seek members that will fully commit to the full three-year term. Provide benefits and incentives for their continued service including unique training opportunities that include both preservation topics and team building, PHPC socials, and recognition outside of meetings.

Objective 6:

Raise funds to support the work of the PHPC.

The PHPC is not provided with an annual budget to conduct their work. Therefore, they are completely reliant on CLG grants from the SHPO, other special project funding, and external fundraising. Fortunately, the City has been financially supporting qualified and skilled staff in the Planning Division to support the PHPC and facilitate preservation internally. However, that is not enough to implement programs that will broaden public support for preservation and raise confidence in the work of the PHPC, and in turn, the City.

IMPLEMENTATION

The PHPC (via the staff) should regularly apply for CLG grants to support survey, designation, public education, and training. The preferred occurrence to make those applications is annually. However, in order to facilitate this plan's full implementation, the PHPC requires annual funds. If they are to do educational programs or brochures, or awards, the City must provide them with a minor amount of annual line-item funding beyond their grants and administrative/staff support funds.

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Goals	Objectives	Policy & Incentives Goal Table	Timeline	Frequency
Training & Operations	1	Provide regular training for PHPC		
		<i>Implementation</i>		
		Set aside regular time at meetings for local training to the PHPC by staff or guests.	Short	Quarterly
		Plan the training schedule ahead of time and choose topics that are timely and relevant.	Short	Annually
		Utilize local expertise and partners for training.	Short	Twice annually
		Participate in the CAMP training that is planned to be held annually in Idaho.	Medium	Annually
	2	Consider out of state training opportunities		
		<i>Implementation</i>		
		Out of state opportunities may include the NAPC national conference or the Colorado statewide conference.	Medium	Every other year
	3	Apply for CLG grants to support training opportunities and professional development and rotate them between different commissioners and staff.	Short	Annually
		Consider opportunities for training the building and enforcement officials in interpreting building codes for historic buildings.		
		<i>Implementation</i>		
		Explore and document opportunities for building official training in historic building rehabilitation and code interpretation.	Short	Every other year
	4	Provide those opportunities to the building department as they are identified.	Short	Every other year
		Review the historic district design standards regularly.		
	5	<i>Implementation</i>		
		Review the historic district design standards in 2030.	Medium	Every five years
	6	Minimize turnover of members of the PHPC.		
		<i>Implementation</i>		
		Seek members that can commit to a full three-year term. Stress that time commitment during their application and appointment process.	Short	As opportunities arise
	6	Establish some benefits and incentives for continued service, including professional development and training, socials, and recognition outside of meetings.	Medium	Every other year
		Raise funds to support the work of the PHPC.		
		<i>Implementation</i>		
		Apply for CLG funding for documentation, nomination, education, and training.	Short	Annually
	6	Seek opportunistic grants for project-based work such as rehabilitation, signage, and awards.	Medium	As opportunities arise
		Seek direct program funding from the city to support expanding preservation's visibility and impact.	Medium	Every other year

CLG Grants Based on Outlined Goals

The City desired to have an outline of potential projects that could be funded by CLG grants to select from over the 10 year lifespan of the historic preservation plan. The following break down the objectives into those that would be eligible for one-time or annual or regular funding from the CLG program.

ONE-TIME FUNDING

- 1.1 NRHP designations (each designation would be one-time funding)
- 1.2 Intensive level surveys (each survey would be one-time funding)
- 1.3 Reconnaissance level surveys (each survey would be one-time funding)
- 3.7 Study and/or strategize for transformative projects
- 3.9 Update the historic preservation plan
- 4.1 Training such as CAMP (also relates to 4.5)

ANNUAL / REGULAR FUNDING

- 2.3 Recognize accomplishments (depending on the program, may be regular) 2.6 Regular public programs and/or publications
- 3.3 Promote the federal HTC to downtown property owners
- 4.1 Regular training that utilizes consultants (also relates to 4.5)
- 4.2 Out of state training and professional development (also relates to 4.5) 4.3 Building and enforcement official training