



# HISTORIC PRESERVATION COMMISSION MEETING

City Council Chambers, 33 East Broadway Avenue Meridian, Idaho

Thursday, December 02, 2021 at 4:30 PM

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## MINUTES

### VIRTUAL MEETING INSTRUCTIONS

To join the meeting online: <https://us02web.zoom.us/j/87946870926>

Or join by phone: 1-669-900-6833

Webinar ID: 879 4687 0926

### ROLL-CALL ATTENDANCE

<input checked="" type="checkbox"/> Blaine Johnston, President	<input checked="" type="checkbox"/> Josh Evarts, Vice President
<input checked="" type="checkbox"/> Tyler J. Ricks	<input checked="" type="checkbox"/> Destinie Hart
<input type="checkbox"/> Donna Lusignan	<input checked="" type="checkbox"/> Jody Ault
<input checked="" type="checkbox"/> John Keller	<input type="checkbox"/> Jessica Perreault, City Council Ex-Officio

1. Welcome New Youth Commissioner, John Keller

B. Johnston noted J. Keller prefers to be called Jack and asked J. Keller to introduce himself. J. Keller stated he is a 14-year-old freshman at Bishop Kelly High School; he lives in Meridian; and loves history.

### ADOPTION OF AGENDA

J. Evarts made motion to adopt agenda, seconded by T. Ricks

All ayes

### APPROVAL OF MINUTES [ACTION ITEM]

2. Approve Minutes from October 28, 2021 Regular Meeting

T. Ricks made motion to approve minutes, seconded by J. Ault

All ayes

### NEW BUSINESS [ACTION ITEMS]

3. Approve Monthly Financial Statement

A. Belnap noted there is nothing of note on the financial statement as the Fiscal Year started over on October 1 and there were no expenses in the month of October. The next financial statement will reflect the expenses for the Past Forward Online National Preservation Conference registrations.

J. Evarts made motion to approve the budget and financial report, seconded by J. Ault

All ayes

#### **REPORTS [ACTION ITEM]**

4. Report on Meridian Speedway Nomination to the National Registry to Historic Places by Barbara Bauer, TAG Historical Research

Presentation given by B. Bauer, TAG Historical Research (see attachment)

B. Johnston confirmed he still plans to attend the Nampa Irrigation District Board meeting not only to inform them that the canal will not be listed as part of the Meridian Speedway Nomination to the National Registry of Historic Places, but also to let them know the Commission still wishes to partner with them in the future because the Commission recognizes the importance of irrigation in Meridian's history.

B. Johnston requested clarification from B. Bauer about the replaced bleachers at the Meridian Speedway. B. Bauer stated she included an explanation in the nomination to support the inclusion of the bleachers, even though the materials changed due to a life and safety issue, because the bleachers are still in the same original location and the bleachers do not detract from the overall integrity of the site.

J. Evarts commended B. Bauer on her work and requested clarification about any potential prohibitions from future upgrades/changes to the Meridian Speedway if the site is added to the National Registry of Historic Places. B. Bauer confirmed that being on the National Register is honorary and while changes to a site/property are not prohibited, the National Parks Service does provide guidance on structural changes to a National Registry site.

5. Report on the Past Forward Online National Preservation Conference by Blaine Johnston, Jody Ault, and Tyler Ricks

J. Ault reported that presentations she watched did an amazing job introducing new resources for the Commission to use. Impressed with the idea of bringing in more pre-Meridian history. J. Ault confirmed she will send her notes to A. Belnap.

T. Ricks seconded what J. Ault shared and stated that the conference covered a wide range of topics (Native American history, LGBTQ history, women's history) so it was eye-opening for him and interesting to hear what is going on nationwide in terms of historic preservation and not just here in Idaho. T. Ricks stated that there are lots of resources for the Commission such as grants/funding to use that he didn't know existed and another area to take a look at is history of local restaurants. T. Ricks noted that the conference encouraged including elected officials at all levels to attend events.

B. Johnston reported on his virtual attendance at the Past Forward Online National Preservation Conference – see attached session notes.

J. Evarts inquired if now was the appropriate time to discuss whether or not the Commission wanted to require a specific number of hours of continuing education for each Commissioner during his/her two-year term – this topic was previously tabled for discussion during a past Commission meeting. B. Johnston stated that as a Certified Local Government entity, SHPO requires the Commission to earn a specific number of continuing education hours. A. Belnap confirmed that these continuing education hours are tracked and included as part of the Certified Local Government status renewal process. J. Evarts proposed that each Commissioner should be required to complete one hour of continuing education per term and that the Commission does a quarterly check-in on number of hours earned by each Commissioner and that this number be included on the agendas so it is always available for review during the Fiscal Year. J. Evarts inquired of B. Nary, Legal Counsel, whether this can be a formal or informal mandate. B. Nary, Legal Counsel responded that this decision is at the pleasure of the Commission though this is a voluntary Commission so he never recommends mandating something only the current Commission can enforce. B. Nary agreed that continuing education is very important not only to the health of the Commission but as a benefit to the City. B. Nary suggested passing a resolution stating the Commission's commitment to completing continuing education hours and that this could be just be done within the Commission and does not need to go before City Council. B. Johnston requested B. Nary to draft a resolution for the Commissioners to review at the January meeting. J. Ault cautioned against mandating continuing education because in-person attendance may not be feasible for Commissioners. A. Belnap stated that while many virtual conferences will be returning to in-person events in the near future, the National Preservation Committee has many online resources/webinars that would count as continuing education. B. Johnston and J. Evarts mentioned the possibility of including continuing education opportunities as part of future agendas, when feasible.

#### 6. Update: Social Media Efforts

T. Ricks stated efforts are going well and recent posts have been about the Meridian Speedway. T. Ricks stated he has reviewed about 75% of the Old Town/Downtown pictures but he has plenty of materials to go through for future posts. B. Johnston requested that A. Belnap invite SHPO and groups like Saving Places to like the Commission's Facebook and Instagram pages, if possible. A. Belnap confirmed she will work on this. J. Ault stated that in the basement there are newspapers dating from the 1890s and inquired if these could be used as material for future posts. B. Johnston stated a large format scanner is required to use this material unless individual pictures are taken and shared with A. Belnap or T. Ricks. J. Evarts requested the help of T. Ricks in taking photos of 20 or 30 articles in the Archives before the next Commission meeting for the Commission to review at the next meeting and maybe this can be a quarterly effort. T. Ricks agreed to assist J. Evarts in this effort.

#### **FUTURE MEETING TOPICS / DISCUSSION**

A. Belnap stated December 31 is the grants deadline and this item was not included on the agenda. B. Nary requested clarification regarding current/future grants. A. Belnap explained that the Commission has already received a 2021 grant and these funds are being used to pay TAG for the survey of the Meridian Speedway, but that the Commission has not discussed applying for a new grant to fund the next round of survey work on a new

location. B. Nary stated his support of a voice vote/motion though he noted A. Belnap does not need the Commission's approval to submit a grant application. B. Johnston and J. Evarts encouraged A. Belnap to submit the application and reach out to the Commissioners if she needs assistance.

**NEXT MEETING: January 27, 2022**

**ADJOURNMENT**

T. Evarts made motion to adjourn, seconded by T. Ricks

All ayes

## **PAST FORWARD 2021 SESSION NOTES – Blaine Johnston**

### **Replacement Windows for Historic Buildings**

National Parks Service Secretary

Standard 6:

Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

Be observant of the details for the replacement windows.

- How will the new windows be installed?
- How does the material affect the appearance of the windows and building?
- Match the brick mold and blind stop dimensions.
- Verify that the new window are set back the same as the original.

Remember

- Details
  - Assess individual pieces-size, proportion, & profiles
  - Rails & Stiles
  - Frame vs. Sash
  - Trim components
  - Muntins, Mullions,
  - Transoms
  - Bottom rails is usually larger than the upper rail
- Dimensions
- Proportions

Newer windows have SDL (Simulated Divided Light). This replicates the individual muntins in older window. Verify that the glass sizes appear to be the same.

## PAST FORWARD 2021 SESSION NOTES – Blaine Johnston

### USING THE BUILDING CODES TO SAVE HISTORIC BUILDINGS

Identify Historic Features

NFPA National Fire Protection Association

NFPA 909

- Code for the protection of Cultural Resource Properties, Museums, Libraries, Places of Worship

NFPA 914

- Code for the Protection of Historic Structures

### BUILDING CODES

- Know which code the state is using.
- Has it been modified?
- Any local ordinances?

### IEBC International Existing Building Code

[CHAPTER 12 HISTORIC BUILDINGS, 2018 International Existing Building Code \(IEBC\) | ICC Digital Codes \(iccsafe.org\)](#)

Used for all occupancies

Use Chapter 12 of the IEBC as a format for code compliance

- Section 1201.1 Scope
- Section 1201.2 Report Identify where compliance would be damaging to contributing features.
- Section 1203.9 Stairs and Railings
  - Stairs and Railings do not need to comply with the code as long as they are structurally sound.

Historic Building Definition

- Listed or certified eligible for listing by SHPO or National Registry.
- Designated as Historic under applicable state or local law.
- Certified as a contributing resource within a national register or state designated or locally designated historic district.

Protecting Vulnerable Buildings

- IPMC International Property Management Code
  - Used to protect unrehabilitated buildings.
  - Local code enforcement.

Fire Safety

- Resource A in IEBC has a list of archaic materials, methods for their fire rating assemblies.

## **PAST FORWARD 2021 SESSION NOTES – Blaine Johnston**

### IECC International Energy Conservation Code

- C101.4.2 Report
  - Buildings previously occupied. The legal occupancy of any building existing on the date of adoption of this code shall be permitted to continue without change; except as is specifically covered in this code; the International Fire Code, or the International Property Maintenance Code; or as is deemed necessary by the code official for the general safety and welfare, of the occupants and the public.

### Solar Panel on Historic House

- Case by case basis, as long it isn't noticeable, or detracts from the original historic character of the structure it may be OK.

### IRC International Residential Code

- Local adoption of Appendix J is required.

### ADA American with Disabilities Act

- Utilize National Parks Service Technical Brief 32  
[Preservation Brief 32: Making Historic Properties Accessible \(nps.gov\)](#)

## **USING THE HISTORIC PRESVATION FUND TO SAVE UNDERREPRESENTED HISTORY**

### Underrepresented Communities

- These are competitive grants.
- These are not tax dollars; these are funded by offshore oil leases.
- Used for funding surveys, nominations, oral histories, educational projects, exhibits.
- No match funding is required, but matching funding helps with the competitive factors.

State, Tribal, Local, Plans & Grants Division of the National Parks Service website

[State, Tribal, and Local Plans and Grants Division \(U.S. National Park Service\) \(nps.gov\)](#)

Email [stlpg@nps.gov](mailto:stlpg@nps.gov)

## **SOLAR ENERGY APPROACHES FOR HISTORIC PROPERTIES**

- Solar panels can be installed on Historic Buildings. The number one concern that needs to be addressed is that none of the panels or solar array be visible from any publicly viewed areas.

## PAST FORWARD 2021 SESSION NOTES – Blaine Johnston

### CONDUCTING A HISTORIC BUILDING ASSESSMENT

The American Institute of Architects started surveying historic buildings in 1924 before the National Parks Service (NPS) was created. In 1933, the NPS created the Historic American Building Survey. The NPS now utilizes Preservation Brief 43 as a guideline for these assessments.

- [Preservation Brief 43: The Preparation and Use of Historic Structure Reports \(nps.gov\)](#).

Buildings as cultural properties.

- Defining what we can see and what we cannot see to properly understand, document, interpret, preserve, and manage.
  - Classifying the building type
  - Identify the buildings characteristics
  - Determine the condition of components
  - Managing them appropriately
- Characteristics
  - Shape, openings, roofs, related features, trim, setting, materials, craft, details.
  - A feature can be as small as door and window trim.
- Historical Character
  - The sum of all of the visual and associative aspects, features, materials.

A building may not be architecturally significant, but a significant event may have taken place there.

7 Qualities to be considered during the assessment.

- Location
- Setting
- Feeling
- Association
- Design
- Workmanship
- Materials

Of these 7 qualities; only Design, Workmanship and Materials have to do with the Architecture of the building.

NPS recognizes 4 terms to be used for a building assessment.

- Reconstruction
- Restoration
- Rehabilitation
- Preservation

Reconstruction may be difficult to be approved unless you have documentation (drawings or photographs show what you want to reconstruct.)

Don't use terms like Adaptive Reuse.

Rehabilitation is the term used most often the building assessment.



## **PAST FORWARD 2021 SESSION NOTES – Blaine Johnston**

A buildings mechanical, electrical, and plumbing system can be brought up to code without affecting the work done for preservation. The design must be carefully thought out because this type of work can be intrusive to the character and features of the building.

There are 5 questions to ask when choosing the appropriate treatment.

- Relative importance in history
- Physical condition
- Proposed use
- Intended interpretation
- Mandated code requirements

Having an architectural historian helps in finding the required documentation.

Record all of the work:

- Any historical photos or documents
- Photos of the initial building assessment
- Photos of anything discovered during construction
- Photos of the construction process
- Photos of the final project
- All construction documents

Planning for a historic building assessment

- Review and verify the Scope of Work (SOW) and Work Plan with Owner and SHPO.
- Project kickoff meeting
- Meet project personnel
- Review SOW
- Review project data assembled by the owner
- Tour the building and property
- Review and Verify SOW
- Review and Verify the Work Plan

The owner needs to be made aware of any unsafe conditions that are found during the assessment. If the building is unstable, stabilizing can be undertaken.

- Document existing conditions
- Survey and Assess the building/property
- Conduct physical investigation
  - Paint
  - Mortar
  - Lead
  - Asbestos

Review SOW and Work Plan

Proceed with project after getting all necessary approvals.

- SHPO
- City design review
- Local historic preservation commission if required.