

SANDPOINT HISTORIC PRESERVATION COMMISSION MEETING

March 19, 2019

**12:00 p.m. at Tango Café, Sandpoint Center
414 Church Street, Sandpoint, ID**

COMMISSION MEMBERS PRESENT: Steve Garvan, Cindy Peer, Linda Hutten, Heather Upton

COUNCIL/COMMISSION MEMBERS ABSENT: Carrie Logan, Jacquie Albright, Sue Graves

COUNCIL/STAFF MEMBERS PRESENT: Associate Planner Ryan Shea (minutes), Councilman Bill Aitken, City Administrator Jennifer Stapleton

APPROVAL OF MINUTES: Approval of minutes from February 19, 2019 motioned by Garvan, seconded by Peer. *Motion passes unanimously.*

MATTERS FROM THE PUBLIC: None.

OLD BUSINESS:

Agenda Item B: Historic/Honorary Street Naming Standards – ACTION ITEM

Shea presented to the Commission research on Honorary Street Naming Standards and handed out example policies from various communities. Shea then presented a spreadsheet that broke down the policies by city and the categories of the different common city requirements: the allowable time periods for which the sign can remain, initial application costs, color allowances, how many signs per area/neighborhood, maintenance cost requirements, and the criteria on which the sign must be judged.

The Commission spoke about the allowable colors and felt that blue/white or brown/white would be most appropriate. Garvan said that having a more basic policy would be preferable. Hutten pointed out that some of the policies require the honoree to be deceased. The Commission felt that honoring someone that was alive would be appropriate. Garvan said that proof of relevance to the community would probably be important enough. Peer asked if there are many people that ask to have something named after someone and if there are examples around town. Stapleton said that there are a number of city facilities and places that are named after people.

Hutten said that she felt the Waukegan policy is strong. The Commission spoke about the time period for signs. They believed that 5-10 years sounded good. The Commission agreed that it is important that the donor pay for the initial cost and maintenance of the sign. Next, they addressed criteria: historic and cultural relevancy is important as well as proof of significance to the community. The Commission discussed the criteria necessary for an application and admitted that it was very difficult to ascertain what would be appropriate. Aitken pointed out that one of the requirements could be that a sign may be removed at any time in order to help with potentially damaged signs. Stapleton suggested that in order to deal with subjectivity to consider crafting a more specific policy so that final decisions are easier. That is, a proposal would either meet the criteria or it would not. The Commission agreed and felt that a more comprehensive policy may be appropriate. The Commission discussed colors and agreed brown would be a more appropriate color and perhaps include some kind of text pointing out that they are honorary in nature. The Commission continued to discuss the difference between potential historic district signs.

The Commission continued to discuss criteria to include. The Commission felt that Joliet's policy was too large. The Commission agreed that the location of the sign should be tied to the historical significance with the honoree. The Commission discussed requirements of neighbor support in order to get a sign placed.

Agenda Item C: Historic Booklet Discussion – ACTION ITEM

Peer spoke about discussed replacing the fire-damaged buildings. The Commission discussed changing the text of the booklet and would have Shea make the changes. Garvan said he can start approaching the donors in April.

NEW BUSINESS:

Agenda Item D: Identify Historic Photos to Aid in Beautification of Fencing/Utility Boxes in Downtown – ACTION ITEM

Upton said that she has met with museum staff to pick out sample photos and said she has identified photos that could be used as wraps in specific areas. Stapleton asked if Upton could provide staff with visual concepts so she can take them to the companies that could lay them out. Upton said that she will organize the photos and bring them in to Jennifer on a thumb drive.

OTHER MATTERS FROM STAFF/COMMISSION: None.

Meeting adjourned at 1:22 pm.