

AGENDA
WALLACE P&Z HISTORICAL PRESERVATION COMMISSION
REGULAR MEETING
703 CEDAR STREET
WALLACE, ID 83873
October 2, 2024 - 6:00 P.M.

6:00 P.M. CALL TO ORDER:

ROLL CALL:

Chairman Emma Marlow, Vice-Chair Sarah Murphy, Adam Guthrie, Courtney Friehe, and Heather Barnhart

PLEDGE:

MOTION TO AGEND:

STAFF COMMENTS:

COMMISSION COMMENTS:

APPROVAL OF MINUTES: ***ITEM BELOW IS CONSIDERED TO BE AN ACTION ITEM.
September 4, 2024, Regular Meeting of the P&Z Historic Preservation Commission.

PUBLIC HEARINGS: ***ITEMS BELOW ARE CONSIDERED TO BE ACTION ITEMS.

1. Applicant: Jamie Baker
Location: 209 5th Street
Request: Certificate of Appropriateness – Repair and replacement of existing metal support poles

2. Applicant: Daniel Neff
Location: 724 Pearl Street
Request: Certificate of Appropriateness – tree removal, installation of concrete retaining wall, construction of stairs

ADMINISTRATIVE/BUSINESS: ***ITEMS BELOW ARE CONSIDERED TO BE ACTION ITEMS

1. Workshop to consider Barnard Stockbridge Museum as a resource for COA application examples and help.

ADJOURNMENT: ***ACTION ITEM

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October 2, 2024 - 6:00 P.M.**

All written public comments must be received no later than 24 hours before a scheduled hearing in order to allow sufficient time for City Staff to compile and prepare hearing packets. If public comment is desired on any matter with less than 24-hour notice, citizens may attend a hearing and provide oral public comment in person.

Request for the accommodation of special needs to participate in the meeting should be addressed to the Office of the City Clerk five days before the meeting. (208) 752-1147

**REGULAR MEETING OF THE WALLACE PLANNING, ZONING
AND HISTORIC PRESERVATION COMMISSION**
Wallace City Hall-Council Chambers
September 4, 2024

CALL TO ORDER:

Chairman Marlow called the meeting to order at 6:00 p.m. at Wallace City Hall in the Council Chambers.

COMMISSIONERS PRESENT:

Emma Marlow, Chair
Sarah Murphy, Vice Chair
Heather Barnhart

STAFF MEMBERS PRESENT:

Ben Allen, Legal

COMMISSIONERS ABSENT:

Courtney Frieh

FLAG SALUTE:

MOTION TO AMEND: (ACTION ITEM)

STAFF COMMENTS:

COMMISSION COMMENTS:

APPROVAL OF MINUTES: (ACTION ITEM)

Motion by S. Murphy, seconded by H. Barnhart to approve the July 3, 2024 Planning, Zoning, and Historic Preservation regular meeting minutes.

ROLL CALL:

Commissioner Frieh	Voted	
Commissioner Murphy	Voted	Yes
Chairman Marlow	Voted	Yes
Commissioner Barnhart	Voted	Yes

Motion carried.

Motion by H. Barnhart, seconded by S. Murphy to approve the August 7, 2024 Planning, Zoning, and Historic Preservation regular meeting minutes.

ROLL CALL:

Commissioner Frieh	Voted	
Commissioner Murphy	Voted	Yes
Chairman Marlow	Voted	Yes
Commissioner Barnhart	Voted	Yes

Motion carried.

PUBLIC HEARING:

- 1. Applicant: Jerry Mitchell
- Location: 176 King Street
- Request: COA-½ Bath addition north side of 176 King Street

Jerry Mitchell made the following comments.

- Proposed on the north side of the home
- Will meet setback requirements
- Will add toilet and sink with room dimensions of 3’x10’
- Change exterior window to doorway from bedroom
- Owner will do framing work, contractor Johny Tirabasso will complete all other work

Commission Comments:

Mr. Mitchell asked if setback requirements are the same with garages, neighbors' homes, or property boundaries.

Chair Marlow stated she would research WCC for that answer.

S. Murphy wanted clarification on where the bathroom addition was located to neighboring houses and provided an image of a map, which will be added to the official record.

S. Murphy asked Jerry Mitchell to point out the direction of the new proposed ½ bath addition on the image. Discussion was held.

Chair Marlow read WCC, section 156-Zoning Code and Single Family Residential R0 yard regulation for setbacks.

Chair Marlow asked if the roof line would be extended.

Mr. Mitchell stated it would be a little and would use metal as a roofing material.

Chair Marlow reminded Mr. Mitchell that all interior and/or exterior required permitting will need to be obtained for inspection.

Public Testimony Open:

None

Public Testimony Closed:

Commission Comments:

S. Murphy motioned, seconded by H. Barnhart to approve the ½ bath addition at 176 King Street north of the house, not visible from the street.

ROLL CALL:

Commissioner Friehe	Voted
Commissioner Murphy	Voted Yes
Chairman Marlow	Voted Yes
Commissioner Barnhart	Voted Yes

Motion carried.

- 2. Applicant: Coco Linden, LLC
- Location: 220 6th Street

Request: COA-addition of sign, bicycle rack, the addition of 6th Street windows

Owner Ryan Smith made the following comments.

- Proposing the abandonment of the previously approved COA for a single window on the 6th street elevation to the addition of two street-front windows on the 6th street elevation with a center brick column.
- Will create uniformity and hopefully ease community concerns with the look of the building.
- Propose to add a bike rack on the Pine Street side up against the building as shown in the provided image
- Third request is for the addition of a small exterior sign facing Pine Street on the side of the entrance constructed of flat black metal with white painted lettering.

Commission Comments:

Chair Marlow stated that the WCC specifically speaks to the “rhythm” which is what is being presented.

Mr. Smith stated he cited that exact section 155 in his application.

Chair Marlow cited 155.38 E (1) in WCC for reference.

Mr. Smith spoke to an image provided in the application but is unsure if that is the original storefront, possibly could have been a prop image in the 1940s & 1950s. Looked intently at the museum to find out if there were other designs before that image.

Chair Marlow stated because the applicant has three separate requests, the commission would discuss each item separately and motion accordingly.

H. Barnhart asked about the brick being used.

Mr. Smith stated it is harvested from the building which has a little discoloration compared to the weathered exterior. Have options of brick from another business in town if the project requires it.

S. Murphy stated she prefers the new proposed look because of the rhythm and all the sizes are the same on the 6th Street side.

H. Barnhart asked about the size of the bike rack.

Mr. Smith stated it is approximately 6’ in length, black in color, and metal construction.

S. Murphy asked if it was powder coated.

Mr. Smith stated yes.

Chair Marlow asked the commission if they knew of any rules regarding anchoring something to the sidewalk.

Discussion was held. Ben Allen, legal counsel stated he would research WCC.

S. Murphy asked about the size of the sign.

Mr. Smith stated it is about 5’ in length would not extend past the door opening and is slightly smaller than shown in the image provided with black metal and white lettering.

S. Murphy confirmed it is flush with the building and is not lit.

Mr. Smith stated that was correct.

Ben Allen, Legal Counsel cited WCC chapter 93 which discusses sidewalks and offers some insight into the public right-of-way and the responsibility of the care, repair, and maintenance. Stated that the commission can render a decision based on the aesthetics of the bike rack, but not the placement and to request the placement of the rack from Wallace City Council.

Public Testimony Open:

None

Public Testimony Closed:

Commission Comments:

S. Murphy motioned, seconded by H. Barnhart to approve all three requests from the COA application located at 220 6th Street for a bike rack, as long as the City Council approves the location of the placement, the exterior sign that reads HOTEL, and the rhythm of the windows on the 6th Street side.

ROLL CALL:

Commissioner Frieh	Voted
Commissioner Murphy	Voted Yes
Chairman Marlow	Voted Yes
Commissioner Barnhart	Voted Yes

Motion carried.

- 3. Applicant: Shoshone County Courthouse
Location: 700 Bank Street
Request: COA-restoration of balcony

Colleen Rossen, Grant Administrator for Shoshone County made the following comments.

- Have received final approval of grant and now want to move forward
- Took longer than expected for approval
- The plan is to remove and repair or replace the two balconies on the north and west sides of the building which will be evaluated for structural integrity
- Will be putting the project out to bid
- Referenced some historic photos provided with the application and will try and bring them back to the original as possible

Commission Comments:

S. Murphy asked what the balconies were constructed with.

Colleen stated the assumption is wood and possibly some masonry.

S. Murphy asked what the process is to find a contractor willing to work on the project.

Colleen stated that because the project amount is under \$20,000, the procurement process isn't as long, finding a qualified contractor has become challenging, but are working with organizations that could help, along with the City of Wallace approving the final agreement.

Public Testimony Open:

Dick Caron asked if the balcony repair was going to be the same as what is there.

Colleen Rossen stated yes, but structurally sound.

Dick Caron stated that it was just a replacement.

Colleen Rossen stated, not a replacement, the intent is to keep everything that can be salvaged and repair all that needs to be repaired, with the possibility of adding a wood and copper element or similar product to the front as shown in the images provided as funds allow.

Public Testimony Closed:

Commission Comments:

S. Murphy motioned, seconded by H. Barnhart to approve 700 Bank Street repair and possible replacement of the north and west balconies at the Court House.

ROLL CALL:

Commissioner Frieh	Voted
Commissioner Murphy	Voted Yes
Chairman Marlow	Voted Yes
Commissioner Barnhart	Voted Yes

Motion carried.

CLOSE OF PUBLIC HEARING

ADMINISTRATIVE/BUSINESS: (ACTION ITEM)

1. Workshop to review draft Violation Letter by Deputy Minier for complaints or violations

Chair Marlow spoke and gave a brief background of how we have the current revision of the Violation letter from Deputy Minier and what his role would be for potential complaints or violations. In the current revision, Chair Marlow wanted to add "Site Disturbance" applications as well.

Ben Allen, Legal Counsel suggested keeping the language general with just "applications or permits".

S. Murphy wanted clarification of the brackets in the permit.

Discussion was held about the process of how the complaint would be utilized.

All were in agreement with the current revision with the minor changes as discussed.

2. Request by Patricia Anderson for the Commission to answer the questions addressed in the letter submitted by her dated August 26, 2024.

Chair Marlow stated that Patricia Anderson has submitted a new letter dated August 26, 2024, which is included in the commission packet along with the original response made by the Commission to Patricia Anderson back in October of 2023. Chairman Marlow made the following comments.

In March 2023, this commission approved a COA for the building of a carport on the adjoining property to Patricia Anderson which has since been built. In September of 2023, Patricia came before the commission with concerns regarding the property boundaries and alleged damage to her property. At that time per the letter we issued in October of 2024, the Commission cited that the appeal deadline had expired and according to our WCC 155.148, the appeal for a COA issuance is 35 days from the time of the issuance. That deadline had long expired. At that time, the Commission agreed that there was no way to determine the actual property boundary line without a survey. That recommendation was made to Patricia, but to date, the commission has not been provided or is unaware of any survey being done. The purpose of this workshop is to determine if the commission wants to place on the agenda again Patricia Anderson's further questions regarding this issue and the actions of this commission.

Discussion was held. All were in agreement to not place on the October Agenda the letter from Patricia Anderson due to not having any new information or survey for the Commission to review. Chair Marlow stated that the Commission's role and governing purveyance in this issue is limited.

There being no further business to come before the Commission S. Murphy motioned, seconded by H. Barnhart to adjourn.

ROLL CALL:

Commissioner Frieh	Voted	
Commissioner Murphy	Voted	Yes
Chairman Marlow	Voted	Yes
Commissioner Barnhart	Voted	Yes

Motion carried.

The meeting adjourned at 6:56 pm.

Emma Marlow, Chairman of the Commission

Attest:

Amanda Trogden, Deputy City Clerk

**SITE DISTURBANCE
PERMIT APPLICATION**

CITY OF WALLACE
703 Cedar Street
Wallace, ID 83873
(208) 752-1147

AGENCY USE ONLY

Received by: K.L Date: 8/26/2024
Hearing to be heard on: 10/2/24
Commission decision: Approved Denied Tabled Modified
Permit #: _____ Issue Date: _____ Fee Paid: \$ _____
Notes: _____
Engineer/Consultant Approval (if applicable): _____

PARCEL OWNER AND INFORMATION

Parcel #: RP B0090017001A Site Address: 209 5th
Owner Name: Barbara Baker Phone #: _____ Email Address: _____
Mailing Address: _____
Designated Contact Person (if different than owner):
Name: Jamie Cell #: _____ Email Address: 5244P

PROJECT INFORMATION

Project Type: Residential Commercial Slope percentage of entire project area: _____
Estimated start date: 2 Estimated completion date: 2
An aerial photograph of the project area is required. Is one attached? yes no
Does the project include removal of trees? If yes, how many? _____ yes no
Are any City Trees to be removed? yes no
Are there any non-conforming use(s) on this parcel (past or current)? yes no
Have there been any previous or existing code violations on this parcel? yes no
Will the project involve disturbance within five feet of any property line? yes no
Has a building permit been obtained for any structures that are anticipated? yes no
Do you anticipate applying for any building permit if this permit is approved? yes no
Does the project area fall within the boundaries of the Wallace Historic District? yes no

Please attach a full description of the proposed project subject to this permit application. Project descriptions should include, but not be limited to, the following as defined in W.C.C. 11-1-4(A):

- Proposed scope of work
- Engineer sketch and/or vicinity map
- Proposed buffer areas
- Erosion control
- Slash abatement measures to be used
- Significant trees affected

OTHER AGENCY APPROVAL

Has an application or approval been sought from any of the following entities for this project?
[mark all that apply]

- DEQ Panhandle Health Wallace HPC US Army Corp. of Engineers
 District 1 Fire Shoshone County Other _____

CONDITIONS

THIS APPLICATION IS NOT AUTHORIZATION FOR ANY WORK TO COMMENCE.

APPLICATION MUST BE COMPLETE PRIOR TO CONSIDERATION BY THE WALLACE PLANNING AND ZONING COMMISSION. INCOMPLETE APPLICATIONS WILL NOT BE SUBMITTED TO THE COMMISSION FOR REVIEW UNTIL ALL REQUESTED MATERIALS ARE PROVIDED BY THE APPLICANT.

ANY PERMIT WHICH MAY BE ISSUED AS A RESULT OF THIS APPLICATION SHALL BECOME INVALID IF THE AUTHORIZED WORK IS NOT COMMENCED WITHIN ONE YEAR FROM THE DATE OF ISSUANCE, OR, IF THE AUTHORIZED WORK IS ABANDONED OR SUSPENDED FOR A PERIOD OF ONE YEAR.

IF AUTHORIZED BY A PERMIT, THE PROPOSED WORK MUST COMPLY WITH ALL ADOPTED CODES, ORDINANCES, STATUTES, AND POLICIES OF THE CITY OF WALLACE AND ANY OTHER AUTHORITY HAVING JURISDICTION.

INSPECTIONS MUST BE REQUESTED AND APPROVED PRIOR TO CONTINUING ANY SUBSEQUENT PHASE OF CONSTRUCTION.

ALL STRUCTURES OR MODIFICATIONS TO STRUCTURES THAT WILL BE OCCUPIED ARE REQUIRED TO RECEIVE A CERTIFICATE OF OCCUPANCY IN ADDITION TO ANY REQUIRED PERMIT(S).

SLOPE PERCENTAGES CAN BE CALCULATED BY GOING TO:
WWW.CALCUNATION.COM/CALCULATOR/SLOPE-PERCENT.PHP

GRAPHING PAPER FOR SITE DIAGRAMS CAN BE FOUND AT:
WWW.KCGOV.US/DOCUMENTCENTER/VIEW/1460/SITE-PLAN-GUIDELINES-PDF

AUTHORIZATION AND SIGNATURE

I HEREBY ACKNOWLEDGE THAT THIS APPLICATION AND ANY ATTACHED DOCUMENTS ARE TRUE AND ACCURATE REPRESENTATION OF THE SITE AND WORK TO BE DONE. I ATTEST THAT THE BUILDING PERIMETER AND PROPERTY LINES WILL BE CAREFULLY MARKED AT ALL TIMES. I ASSUME ALL RESPONSIBILITIES FOR ANY INACCURACIES CONATINED HEREIN.

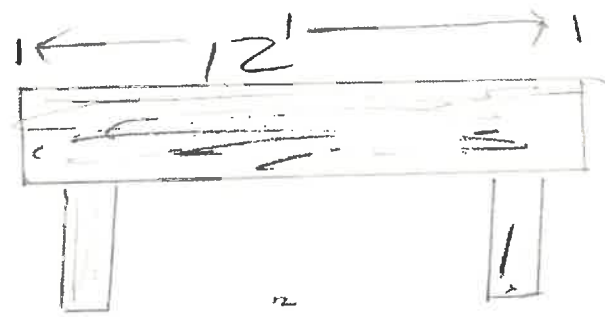
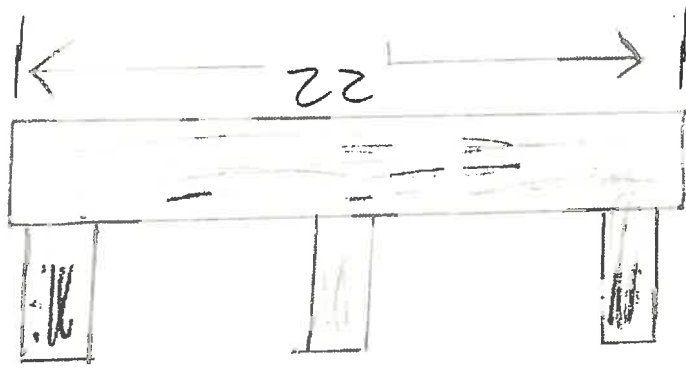
I ADDITIONALLY ACKNOWLEDGE THAT I HAVE OBTAINED A COPY OF AND FULLY REVIEWED WALLACE CITY CODE TITLE 11.

Jamie Baker
OWNER OR AUTHORIZED AGENT SIGNATURE

8-26-24
DATE

Jamie Baker
PRINT NAME

Replace existing damaged $4\frac{1}{2}$ round
Post + railings on south side
of building at 209 5th Wallace
Round post + railings would be
replaced by 8" x 8" cedar posts
+ 8" x 10" cedar rail.



209 5th

Daniel and Teresa Neff
724 Pearl Street
Wallace, ID
83873

September 17, 2024

Planning and Zoning Committee:

We are asking permission to remove a tree from our property in order to install a new engineered concrete retaining wall as well as to provide adequate off-street parking.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Dan Neff", with a stylized flourish extending from the end.

Dan Neff

**CERTIFICATE OF
APPROPRIATENESS
APPLICATION**

CITY OF WALLACE
703 Cedar Street
Wallace, ID 83873
(208) 752-1147

AGENCY USE ONLY

Received by: AT Date: 9/19/2024
Hearing to be heard on: 10/2/2024
Commission decision: Approved Denied Tabled Modified
Permit #: _____ Issue Date: _____
Notes: _____

PARCEL OWNER AND INFORMATION

Parcel #: B0500001003A Site Address: 724 Pearl St., Wallace
Owner Name: Daniel Neff Phone #: _____ Address: _____
Mailing Address: _____

A designated person who will be at the meeting to present the proposal (if different than the owner):

Name: _____ Cell #: _____ Email Address: _____

PROJECT INFORMATION

Project Type: New Construction Demolition Reconstruction, Remodeling or Repair
 Exterior Building Alteration or Sign(s)

Estimated start date: 10/24/24 Estimated completion date: 6/25/25

Please attach a full description of the proposed project subject to this permit application. Project descriptions should include, but not be limited to, the following as defined in W.C.C. 12-5-4(B):

1. A clear statement of the proposed work to include such things as colors, materials, landscaping, and signs.
2. Plans, elevations, and specifications in sufficient detail to accurately describe the size, height, and completed appearance of the proposed work. (Relevant, current, or historic photos are encouraged.)
3. A site plan showing all existing buildings and structures on the proposed site and proposed work as well as the Zoning District.
4. In cases where the application is for demolition, the need, justification, necessity for demolition, and the proposed plans for the site.

Does the project area fall within the boundaries of the Wallace Historic District? yes no

Does the project include removal of trees? If yes, how many? ONE yes no

Are there any non-conforming use(s) on this parcel (past or current)? yes no

Have there been any previous or existing code violations on this parcel? yes no

Will the project involve disturbance within five feet of any property line? yes no

Do you anticipate applying for any building permits if this application is approved? yes no

CONDITIONS

THIS APPLICATION IS NOT AUTHORIZATION FOR ANY WORK TO COMMENCE.

APPLICATION MUST BE COMPLETE PRIOR TO CONSIDERATION BY THE WALLACE PLANNING AND ZONING COMMISSION. INCOMPLETE APPLICATIONS WILL NOT BE SUBMITTED TO THE COMMISSION UNTIL ALL REQUESTED MATERIALS ARE PROVIDED BY THE APPLICANT.

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AUTHORIZATION AND SIGNATURE

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I ADDITIONALLY ACKNOWLEDGE THAT I HAVE OBTAINED A COPY OF AND FULLY REVIEWED WALLACE CITY CODE TITLE 12 AND TITLE 13.

Daniel Neff
OWNER OR AUTHORIZED AGENT SIGNATURE

9/17/24
DATE

Daniel Neff
PRINT NAME

Maple Street

75'

80'

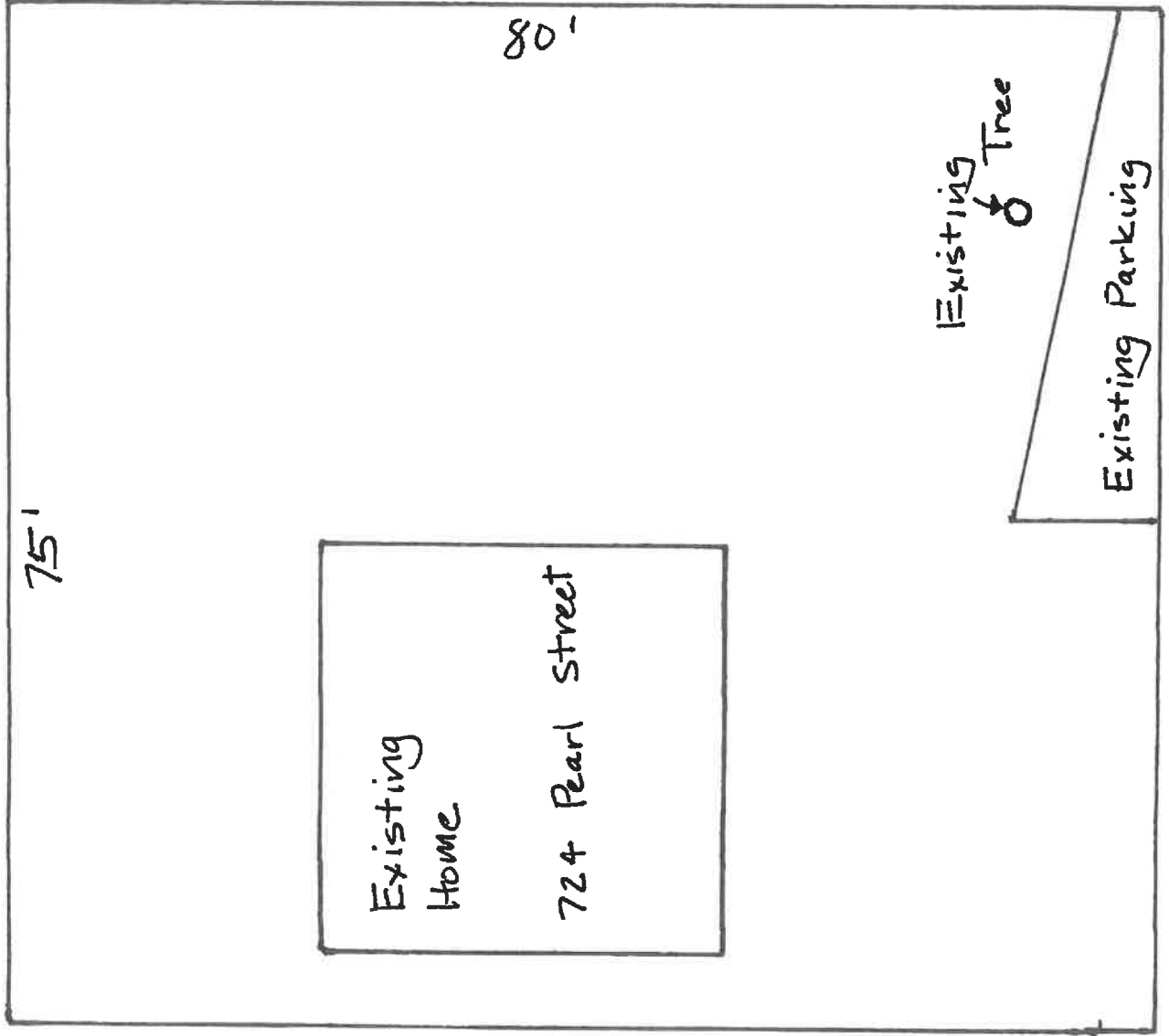
Existing Home

724 Pearl Street

Existing Tree

Existing Parking

Pearl Street



Maple Street

75'

80'

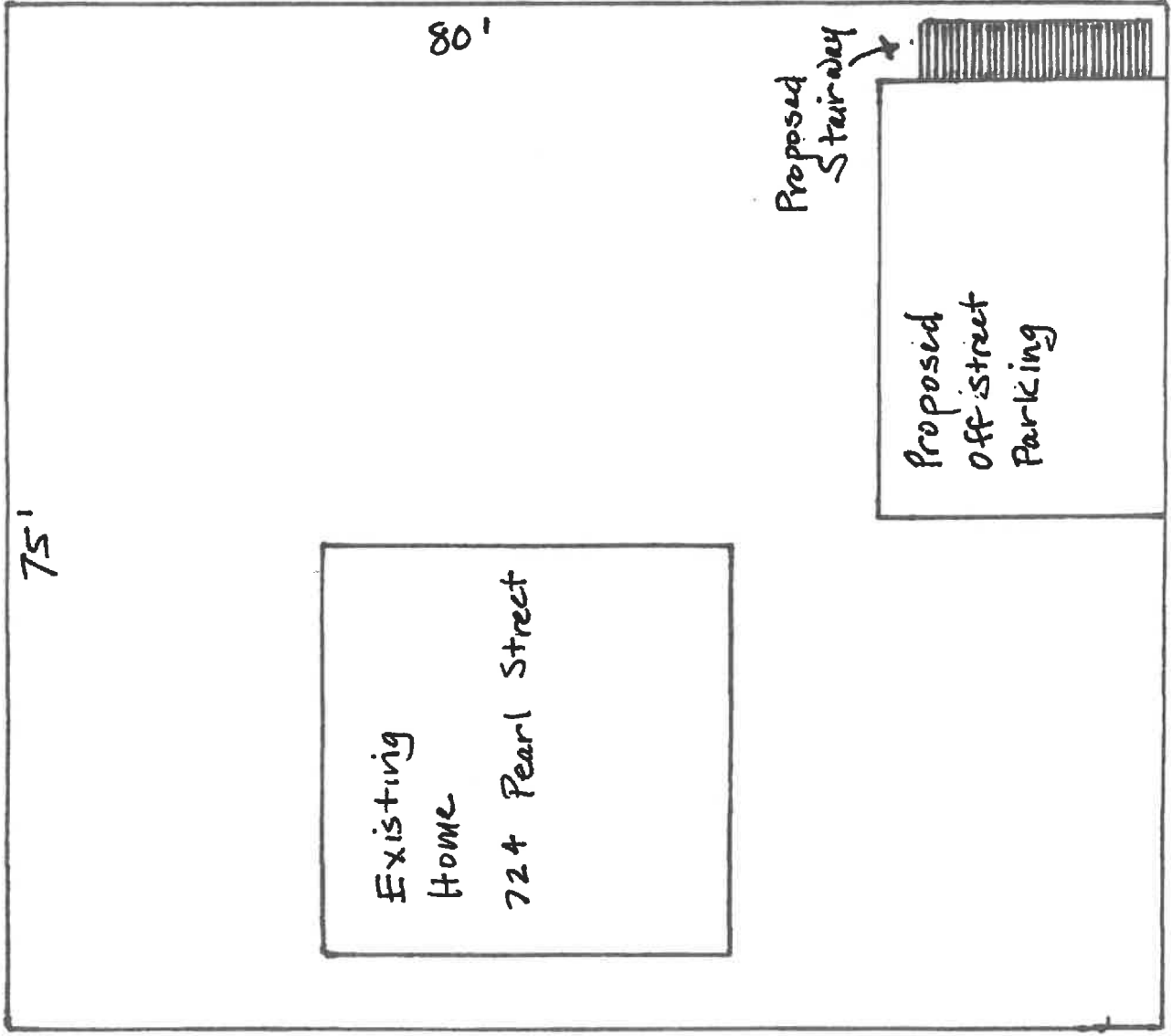
Existing
Home

724 Pearl Street

Proposed
Stairway

Proposed
off-street
Parking

Pearl Street







New proposed retaining wall to be engineered, steel reinforced, poured concrete wall.
Exact thickness, footing size and steel size to be determined by engineer's calculations.

