



CITY OF WALLACE
 PLANNING AND ZONING HISTORIC PRESERVATION COMMISSION
 Regular Meeting Minutes
 City Hall Council Chambers
 703 Cedar Street, Wallace ID 83873
 March 4, 2026
 6:00 pm

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
 Mike Lavigne
 Heather Barnhart

STAFF MEMBERS PRESENT:

Britney Jacobs, Legal
 Amanda Trogden, Deputy City Clerk

COMMISSIONERS ABSENT:

Adam Guthrie

FLAG SALUTE:

Led by Commissioner Barnhart

AMENDMENT OF AGENDA: (ACTION ITEM)

No amendments to the agenda were requested.

STAFF/COMMISSIONER COMMENTS:

No staff or commissioner comments were presented.

APPROVAL OF MINUTES: (ACTION ITEM)

Motion by Commissioner Barnhart, second by Commissioner Murphy, to approve the February 4, 2026, meeting minutes as presented.

ROLL CALL:

Commissioner Lavigne	Voted	Yes
Commissioner Murphy	Voted	Yes
Chairman Marlow	Voted	Yes
Commissioner Barnhart	Voted	Yes
Commissioner Guthrie	Voted	Yes

Motion carried.

PUBLIC HEARING: ** (ITEMS BELOW CONSIDERED TO BE ACTION ITEMS)**

- | | |
|------------|----------------------------|
| Applicant: | Jaimie Baker |
| Location: | 209 5 th Street |

Request: Certificate of Appropriateness – Awning modification
Representative: Owner, Jamie Baker

Applicant presentation:

The applicant addressed the Commission and corrected the stated agenda as an increase to the slope, not the lowering of the awning.

Jamie Baker then presented a request to increase the slope of an existing awning roof to improve drainage and address leakage issues, and will not be noticeable as an increase when finished. The modification includes welding a new front section of the awning and raising the slope approximately one foot along the building façade. The bottom edge of the awning will remain unchanged. The applicant indicated the finished awning will include a cedar board across the face and a metal roof covering.

Commission Comments to the Applicant:

Chair Emma Marlow confirmed the Building Inspector had been contacted and thanked the applicant for the drawings provided.

Applicant Response:

Stated his contractor has been in communication with the Building Inspector, and had provided the drawings for hearing.

Commissioner Lavigne asked if the applicant was resurfacing the roof.

Applicant Response:

Stated he will be replacing it with new metal similar to what is existing. Again, reiterated that the visual impact is minimal. Doubts it will even be visible.

Public Testimony:

None

Motion by Commissioner Lavigne, second by Commissioner Barnhart, to approve the Certificate of Appropriateness as presented.

ROLL CALL:

Commissioner Lavigne	Voted	Yes
Commissioner Murphy	Voted	Yes
Chairman Marlow	Voted	Yes
Commissioner Barnhart	Voted	Yes
Commissioner Guthrie	Voted	

Motion carried.

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2. Applicant: Kimberly Keyton
Location: 608 Bank Street
Request: Certificate of Appropriateness – Fire escape ladder installation
Representative: Tanner Marshall

Applicant/representative presentation:

Tanner Marshall, contractor represented the applicant, requested approval to install a spring ladder attached to a fire escape on the rear exterior of the building to meet fire code egress requirements for the upstairs

occupancy. The ladder and platform will be fabricated by a metal contractor and installed in accordance with Fire Codes and Fire Marshal clearance requirements.

Commission comments to the Applicant/Representative:

Commissioner Lavigne confirmed there is nothing existing today.

Applicant response:

Stated nothing is there.

Commissioner Barnhart confirmed the location as indicated on the image provided and asked about the removal of existing wood features and installation of structural supports.

Applicant response:

Mr. Marshall stated the wood is not set into the brick, it was bolted, and will be removed without interfering with the existing brick.

Public Testimony:

None

Motion by Commissioner Murphy, second by Commissioner Lavigne, to approve the fire escape ladder installation at 608 Bank Street.

ROLL CALL:

Commissioner Lavigne	Voted	Yes
Commissioner Murphy	Voted	Yes
Chairman Marlow	Voted	Yes
Commissioner Barnhart	Voted	Yes
Commissioner Guthrie	Voted	

Motion carried.

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3. Applicant: Aaron Leiendecker
Location: 511 5th Street
Request: Certificate of Appropriateness – Door and window removal

Applicant presentation:

The applicant presented a request to remove an unused basement access door and small bedroom window and replace the areas with matching cedar siding. The existing door is deteriorated and no longer used as an entrance, while the bedroom window removal is intended to improve interior layout while maintaining an alternate egress window in the room. The proposal also includes removal of a small awning above the door and installation of a cinder block base along the lower exterior wall to match existing foundation features.

Commission comments to the Applicant:

Commissioner Barnhart asked the applicant about the removal of the bedroom window and if it would leave an adequate escape route if needed.

Applicant Response:

Stated, not at the moment, and the requested improvement will address one of the nonfunctioning windows as well as new window replacement around the house that will be installing shortly.

Chairman Marlow confirmed the window replacement as up-down openings as per WCC, also confirmed the removal of the edifice over the door.

Motion by Commissioner Lavigne, second by Commissioner Barnhart, to approve the Certificate of Appropriateness for 511 5th Street as presented. Motion carried.

ROLL CALL:

Commissioner Lavigne	Voted	Yes
Commissioner Murphy	Voted	Yes
Chairman Marlow	Voted	Yes
Commissioner Barnhart	Voted	Yes
Commissioner Guthrie	Voted	

Motion carried.

CLOSURE OF PUBLIC HEARING

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

1. 101 Pine Street: Project Status Update-Slope Stabilization Efforts

The Commission reviewed a status update provided the Mr. Garrett Prettyman regarding his property located at 101 Pine Street related to slope stabilization efforts previously discussed at the February meeting. Discussion centered on the lack of progress toward obtaining a geotechnical engineering evaluation and submitting a formal application for site disturbance or slope stabilization work.

Commission members discussed concerns related to potential soil instability, safety impacts to neighboring properties, and the need for professional engineering analysis. Legal counsel advised that, in the absence of an active application or permit request, the Commission's authority is limited. Commissioners discussed the possibility of recommending enforcement action if meaningful progress is not demonstrated.

Consensus of the Commission was to allow the property owner additional time until the April meeting to present evidence of engineering consultation or a proposed stabilization plan. If no progress is demonstrated, the Commission may consider recommending further legal or enforcement action.

2. Executive Session Per Idaho code § 74-206(1)(f): to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated.

Motion by Commissioner Murphy, second by Commissioner Lavigne at 6:31 pm, to enter Executive Session pursuant to Idaho Code §74-206(1)(f). Motion carried.

ROLL CALL:

Commissioner Lavigne	Voted	Yes
Commissioner Murphy	Voted	Yes
Chairman Marlow	Voted	Yes
Commissioner Barnhart	Voted	Yes
Commissioner Guthrie	Voted	

Motion carried.

Motion by Commissioner Murphy, seconded by Commissioner Lavigne at 6:38 pm to reenter the public meeting.

ROLL CALL:

Commissioner Lavigne	Voted	Yes
Commissioner Murphy	Voted	Yes
Chairman Marlow	Voted	Yes
Commissioner Barnhart	Voted	Yes
Commissioner Guthrie	Voted	

Motion carried.

There being no further business to come before the Commission, Commissioner Lavigne motioned, seconded by Commissioner Barnhart to adjourn.

ROLL CALL:

Commissioner Lavigne	Voted	Yes
Commissioner Murphy	Voted	Yes
Chairman Marlow	Voted	Yes
Commissioner Barnhart	Voted	Yes
Commissioner Guthrie	Voted	

Motion carried.

The meeting adjourned at 6:38 pm.



Emma Marlow, Chairman of the Commission

Attest:



Amanda Trogden, Deputy City Clerk