



Historical Preservation Commission Agenda

The regular meeting of the Historical Preservation Commission has been scheduled for March 14, 2023 at 3:30 PM in the commission chambers of the City/County Building at 414 E. Callender Street. This meeting will be facilitated by Chair Jack Luther.

A virtual option will also be available:

Join Zoom Meeting

<https://us02web.zoom.us/j/86210350108?pwd=cnJaYlFGNFBob2UwZFBTTzFWelhuUT09>

Meeting ID: 862 1035 0108

Passcode: 824346

Phone: 1-669-900-9128

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Minutes**
 - A. Approve February 14, 2023 minutes
- 4. General Public Comments**
- 5. New Business**
 - A. Review and Approve HPC 2022 Annual Report to be presented to the City Commission
 - B. Design Review- Fainting Goat Pub Exterior Lights, Paint and Trim color
 - C. Review Draft Updated Historic Design Review Application Form
- 6. Old Business**
 - A. Update on Hiatt House and Wolf's Mercantile Sign Code Violations- 2nd Notices
- 7. Board Comments**
- 8. Adjournment**

File Attachments for Item:

A. February 14, 2023 Minutes



Historical Preservation Commission Minutes

A meeting of the Historical Preservation Commission was held February 14, 2023 at 3:30 PM in the commission chambers of the City/County Building at 414 E. Callender Street. The meeting was facilitated by Chair Ron Nemetz.

NOTE: Video Recording of first half of meeting not available.

1. Call to Order (3:35 pm)
2. Roll Call (3:35 pm)
In attendance: Ron Nemetz, Kristin Vanderland, Lindie Gibson, Jack Luther (via Zoom) and Tom Blurock (via Zoom) Staff: Planning Director Jennifer Severson.
3. Approval of January 10, 2023 Minutes (3:37 pm)
 - **Motion to approve by Gibson, second by Vanderland.**
 - **Motion passes 5-0.**
4. General Public Comments
 - None
5. New Business (3:38 pm)
 - A. Annual Election of HPC Chair and Vice-Chair
 - Nemetz introduced
 - **Gibson made motion for Luther as Chair, second by Vanderland**
 - **Motion passes 3-0 (Blurock and Nemetz abstained)**
 - **Gibson motioned for Nemetz as Vice-Chair, second by Vanderland**
 - **Motion passes 4-0 (Nemetz abstained)**
 - B. Review and Approve HPC 2022 Annual Report to be presented to the City Commission
 - Nemetz stated Annual Report will be presented to HPC for review and approval at March 14 meeting.
 - C. Design Review- Ladysmith Boutique Sign at 118 S. 2nd Street
 - *NOTE: Video recording started*
 - **Gibson motioned to approve sign as proposed, second by Vanderland**
 - Nemetz made comment
 - **Motion passes 4-0 (Blurock abstained); (recording 1:00 mins)**
 - Severson made comment

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6. Old Business

A. Update on Hiatt House and Wolf's Mercantile Sign Code Violations (recording 1:36 mins)

- Severson provided update- City's Code Enforcement Officer retired; Severson sent 1st Notification Letter to both business owners
- Blurock made comment
- Severson responded
- Blurock made comment
- Severson made comment
- Luther asked question
- Severson responded
- Luther made comment
- Severson responded
- Gibson asked question
- Severson responded
- Severson stated Sign Code update that originated with HPC would be heard by City Commission at February 21 meeting.
- Blurock commented

B. Design Review Follow Up- Fainting Goat Pub Exterior Trim Color (recording 8:50 mins)

- Severson provided update- Severson notified business owner black trim color was conditionally approved at January paint sample must be submitted/ approved by HPC before building permit is closed.
- Blurock asked question
- Severson responded
- Gibson made comment
- Blurock made comment
- Severson responded
- Blurock made comment
- Gibson asked question
- Severson responded

C. Night Sky Friendly Street Lights (recording 11:56 minutes)

- Severson provided update- currently no plans by City to replace existing street lights in downtown that do not comply with Night Sky Ordinance

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- Vanderland made comment
 - Blurock made comment
 - Vanderland made comment
 - Blurock made comment
 - Vanderland made comment
 - Blurock made comment
 - Vanderland made comment
 - Severson responded
 - Vanderland asked question
 - Severson responded
 - Vanderland made comment
 - Blurock requested Design Review application form be updated to be more specific about what details required for complete review
 - Severson responded
 - Blurock commented
 - Severson responded
 - Blurock commented
 - Severson responded
 - Vanderland commented
 - Severson responded
 - Blurock commented
 - Vanderland commented
 - Blurock commented
 - Severson responded
 - Severson stated that CLG pass through funds exceeded what was expected by state; additional surveys can be completed
 - Nemetz commented
 - Severson responded
 - Nemetz commented
 - Severson responded
7. Board Comments (recording 41:46 minutes)
- Gibson asked question about previous sign review by HPC for Hi Trash Boutique
 - Blurock commented
 - Nemetz commented
 - Gibson commented
 - Luther commented

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- Gibson asked question
- Luther responded
- Gibson asked question
- Luther responded
- Vanderland asked question
- Blurock commented
- Severson commented
- Luther commented
- Blurock commented
- Severson responded
- Blurock commented
- Severson commented
- Blurock commented
- Nemetz asked question
- Blurock responded
- Vanderland commented
- Severson asked question
- Blurock responded
- Severson commented
- Blurock commented
- Severson asked question
- Blurock and Vanderland responded
- Nemetz asked question
- Blurock responded
- Severson commented
- Luther commented
- Blurock commented
- Severson commented
- Vanderland commented
- Nemetz made comment about Growth Policy implementation presentation at February 7 City Commission meeting
- Blurock made comment
- Nemetz made comment
- Severson made comment
- Nemetz asked question
- Severson responded

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- Blurock made comment
- Gibson made comment
- Vanderland made comment
- Blurock commented

8. Meeting Adjourned

- **Gibson motioned to adjourn, Vanderland seconded**
- **Motion passes 5-0 (recording 41:26 minutes)**

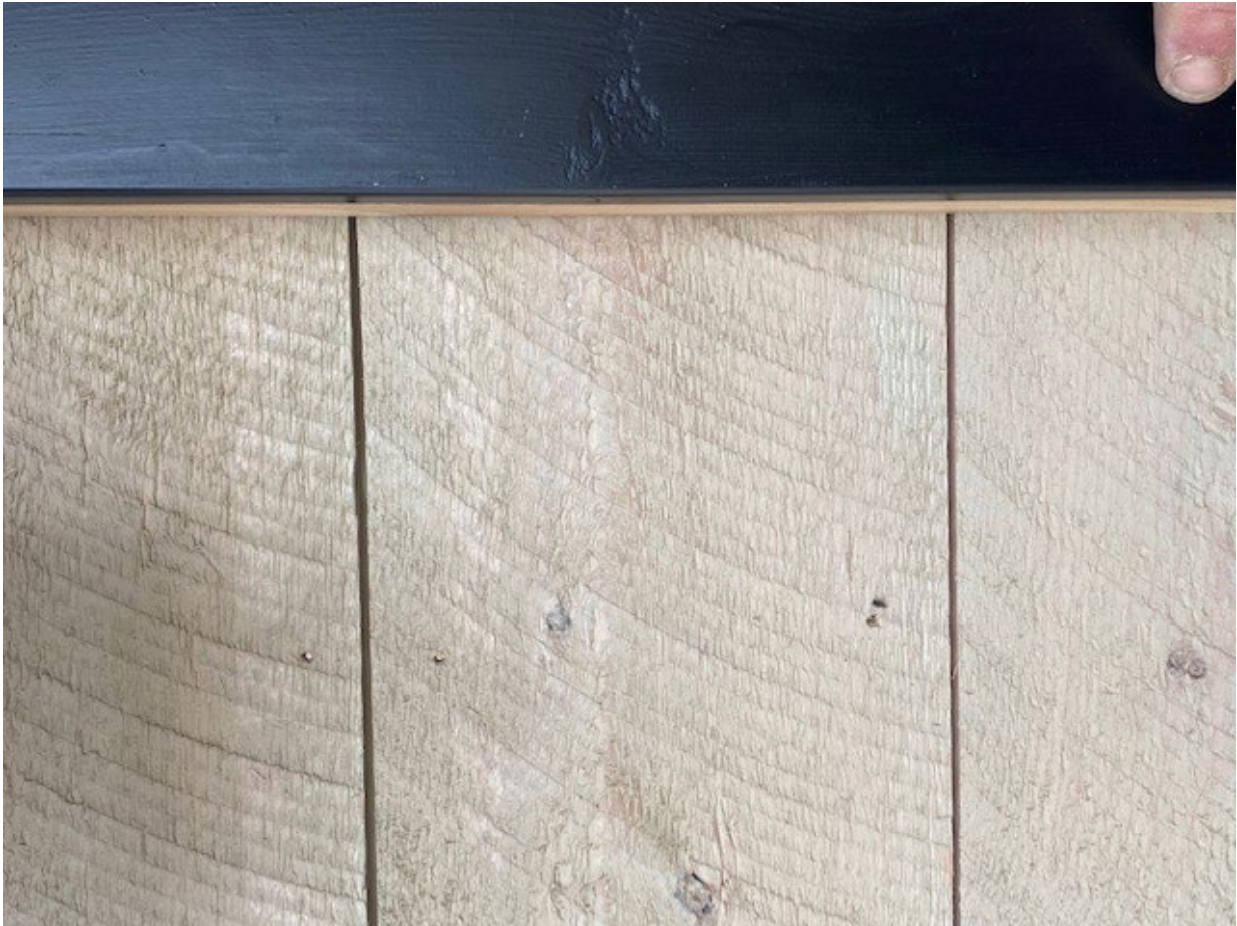
File Attachments for Item:

A. Fainting Goat Pub Light, Paint and Trim Color Samples

From: [Azure Tarpey](#)
To: [Jennifer Severson](#)
Subject: Fainting goat color sample
Date: Thursday, March 2, 2023 12:12:55 PM

So sorry I forgot about this. Thank you for your patience. I'll have to find the info on the light fixture when I get home and of course I'll replace these if need be. We just needed some light back there in the mean time.

Azure

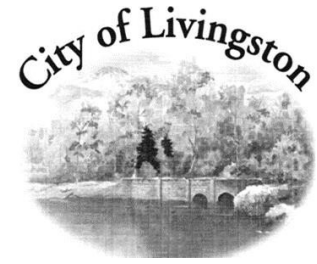




Sent from my iPhone

File Attachments for Item:

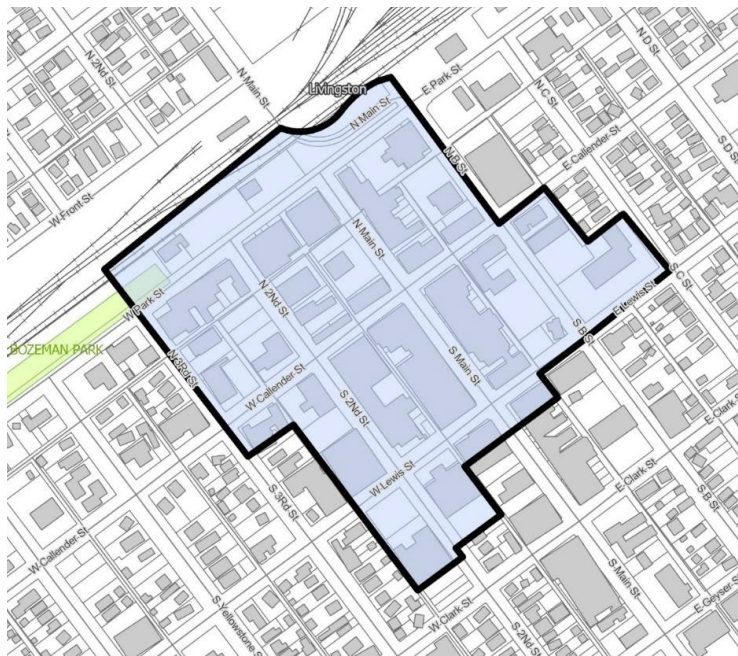
B. Draft Historic Design Review Form UPDATED



City of Livingston
 Department of Planning
 220 E. Park St.
 Livingston, MT 59047
 (406)222-4903
planning@livingstonmontana.org

City of Livingston Historic Design Review Application Instructions

Historic Design Review is required for all exterior and signage modification of any structure within the Downtown Historic District (map below), including painting and façade changes. All Historic Design Review Permits are reviewed by the Historic Preservation Committee (HPC). The HPC meets at 3:30 p.m. on the second Tuesday of every month. Applications must be submitted 10 days prior to the HPC meeting to be included on the next meeting agenda.



Submittal Requirements:

- Completed Application Form
- Building Elevations with dimensions of doors and windows, proposed changes, materials and colors, and architectural features clearly shown.
- Sign plans showing location, size, shape, color, wording and mounting structure (if required). Photographs of the structure and adjoining structures.
- Any other documents needed to show compliance with Chapter 31 of the Livingston Municipal Code- Historic District Overlay Zoning.
- This application must be accompanied by a site plan and/or drawing that identifies the location of the exterior modifications on, or in relation to, the structure. This information may be prepared by the applicant; it does not need to be prepared by a design professional.

All documents shall be submitted on either 8 ½" x 11" or 11" x 17" paper. Additionally, digital copies of the submittal in PDF file format are required.

City of Livingston Historic Design Review Application Form

1. Applicant's Name: _____

2. Location of Property

Street Address: _____

Business Name (if applicable): _____

3. Contact Information

Property Owner

Home Address: _____

Phone Number: _____

Email Address: _____

Primary Contact/ Applicant

Name: _____

Address: _____

Phone Number: _____

Email Address: _____

Secondary Contact

Name: _____

Address: _____

Phone Number: _____

Email Address: _____

4. Project Information- please check all proposed exterior changes

Signage **Yes** **No**

Provide the following information for each new sign: a diagram of the sign that shows the size, color(s), material and location of the sign relative to the structure as well as how sign will be mounted/ anchored.

Lighting **Yes** **No**

Show the location(s) of new light fixtures and attach the manufacturer cut sheet.

Paint/ Trim **Yes** **No**

Show the location(s) of new paint/ trim work on the building and attach a paint sample (digital sample or photo OK).

Siding **Yes** **No**

Show the location(s) of new siding and attach the manufacturer cut sheet.

Windows **Yes** **No**

Show the location(s) of new windows and attach the manufacturer cut sheet.

NOTE:

- Manufacturer cut sheets must include material and color details. Photos or detailed drawings may be substituted for manufacturer cut sheets.
- This information may be prepared by the applicant; it does not need to be prepared by a design professional.
- If design elements (paint color, siding material, light fixture, etc.) have not yet been finalized, please include all options being considered so they may be reviewed and approved to prevent unnecessary delays in your construction schedule.

I hereby certify that the information included in this application is true and accurate.

Applicant's Signature

Date

To be filled out by the Zoning Administrator

Zoning Review Complete? **Yes** **No**

Building Permit required? **Yes** **No**