



## Historical Preservation Commission Agenda

The regular meeting of the Historical Preservation Commission has been scheduled for May 9, 2023 at 3:30 PM in the Community Room 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/84688514219?pwd=RGxkVVJGbVh6dzJHYk81eFhlQmZOUT09>

**Meeting ID:** 846 8851 4219

**Passcode:** 425545

**Phone:** 1-669-900-9128

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Minutes**
  - A. Approve April 11, 2023 minutes
- 4. General Public Comments**
- 5. New Business**
  - A. Design Review- Elks Lodge (130 S. 2<sup>nd</sup> St.), new wall sign
  - B. Design Review- The Perk on Park (113 W. Park St.) new window decal and hanging sign
- 6. Old Business**
- 7. Board Comments**
- 8. Adjournment**

**File Attachments for Item:**

A. HPC April 11, 2023 Minutes



## Historical Preservation Commission Minutes

The regular meeting of the Historical Preservation Commission was held April 11, 2023 at 3:30 PM in the Community Room of the City/County Building at 414 E. Callender Street. This meeting was facilitated by Chair Jack Luther.

### 1. Call to Order – 3:35 pm

### 2. Roll Call (recording 0:10 mins.)

**In attendance:** Commissioners Jack Luther (via zoom), Ron Nemetz, Kristin Vanderland, Lindie Gibson and Tom Blurock; Staff: Jennifer Severson.

### 3. Approved March 14, 2023 Minutes (recording 0:43 mins.)

- Motion to approve by Blurock, second by Gibson
- Motion passes 4-0 (Nemetz abstained)

### 4. General Public Comments (none)

### 5. New Business

#### A. Reviewed and Approved HPC 2022 Annual Report to be presented to the City Commission (recording 1:40 mins.)

- Presented by Severson
- **Motion to approve and forward to the City Commission by Nemetz; second by Blurock.**
- **Motion passes 5-0**
- Severson confirmed this will be presented to City Commission April 18, 2023.

#### B. Design Review- Soul Dog Studio & Flying Fox Fine Art, window sign (recording 7:57 mins.)

- Applicant Lyn St. Clair clarified signs will all be decals- only applied to door window at this time
- Luther asked questions
- Applicant responded- confirmed also will install heavy bronze flower boxes in front of store
- **Blurock made motion to approve decal and flower boxes with request to applicant to send photos of planted flower boxes once completed; second by Gibson**
- **Motion passes 5-0**

## Historical Preservation Commission Minutes

- Applicant confirmed will not interfere with pedestrian movement/ sidewalk and will be well anchored

### C. Design Review- Blend Smoothie Co. sign, lighting, paint/trim (recording 14:20 mins.)

- Applicants Jason and Brittini Mayfield available for questions
- Applicant confirmed where work will take place; 2 doors on Main- door on left and 3 windows to left of that door will be offices/ private entrance (no signs/ decals on these); door on right and 4 windows to right are the actual store/ public entrance (decals will be on these windows and the Lewis St windows); Door on Lewis is service entrance
- Applicant confirmed neon sign will be projecting at corner of building (Lewis and Main) is 45-inch diameter sign; will use existing sign hanger on building; window decals will not overlap the window frames (will be within the glass area)
- Severson clarified what is within HPC consideration purview; neon sign cannot be installed until after sign code update is effective mid-May 2023; may apply for permit now
- Applicant confirmed color change will be on façade immediately above windows/ doors facing Main St and above windows on Lewis; will match window trim
- Blurock made motion to approve; second by Vanderland
- Luther commented he does not support neon sign design
- Severson asked for amended motion to separate neon sign from the rest of the proposed repairs into two motions
- Applicant confirmed only one neon sign is proposed; other signs are window/ door window decals
- Blurock amended motion- **motion to approve all improvements other than neon sign; second by Vanderland**
- **Motion passes 5-0**
- Gibson made motion to approve neon sign; second by Vanderland
- Motion passes 4-1 (Luther dissented)

### D. TruNorth Café- design modification (added to agenda during meeting) (recording 29:35 mins.)

- Contractor and Owner attended to answer questions
- Contractor provided details of changes to approved repairs

## Historical Preservation Commission Minutes

- Awning above doors and windows will not be replaced
- Left door will be replaced as a window (door does not currently open);
- Fiber cement cladding and trim applied to all surfaces below original awning height - will be smooth texture.
- Existing stucco above original awning height and recessed panels below all windows and above side windows will be Van Deusen Blue HC156 by Benjamin Moore.
- Trim and raised details painted custom color to match storefront cladding (dark bronze/ charcoal black color).
- Sign design will be presented at future HPC meeting
- Nemetz commented on ability to return left side window to door if needed to meet NPS Historic Register guidelines.
- **Blurock made motion to approve; second by Gibson.**
- **Motion passes 5-0.**

### 6. Old Business

#### A. Hiatt House- sign repair owner update (recording 41:25 mins)

- Owner provided status update on sign damage and repairs; confirmed neon letter recently fixed but another broke- working on getting that fixed; would like to change black background on projecting sign to gunmetal blue/ grey (match 'bar' sign below)- lighter than current black color; will paint sign this summer- maybe June or July 2023; once painted it will take up to a week to cure/ dry.
- Severson confirmed that as long as owner is actively working to remedy code violation, no further enforcement action necessary by City at this time.
- Severson directed owner to send photo or sample of sign paint color to her to attach to file; color must be reviewed by HPC before painting begins.
- Vanderland suggested owner look into URA for façade improvement funding for sign work.

#### B. Update on Wolf's Mercantile Sign Code Violation and ongoing enforcement (recording 59:20 mins)

- Severson confirmed the city permitted and inspected the existing sign (including installation method) so no further action required by the owner and enforcement case is closed.
- Blurock requested the City make it clear this installation method is not allowed in the code.

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- Severson confirmed downtown sidewalk is City owned and maintained right-of-way.
- Sean Batura was in zoom meeting as guest (Livingston Enterprise) but had no comments.

### 7. Board Comments (recording 1:06:19 mins)

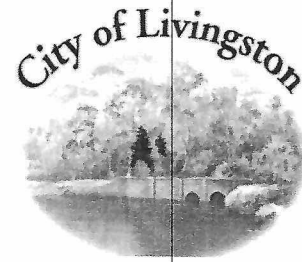
- none

### 8. Adjournment (4:41 pm – per recording)

**File Attachments for Item:**

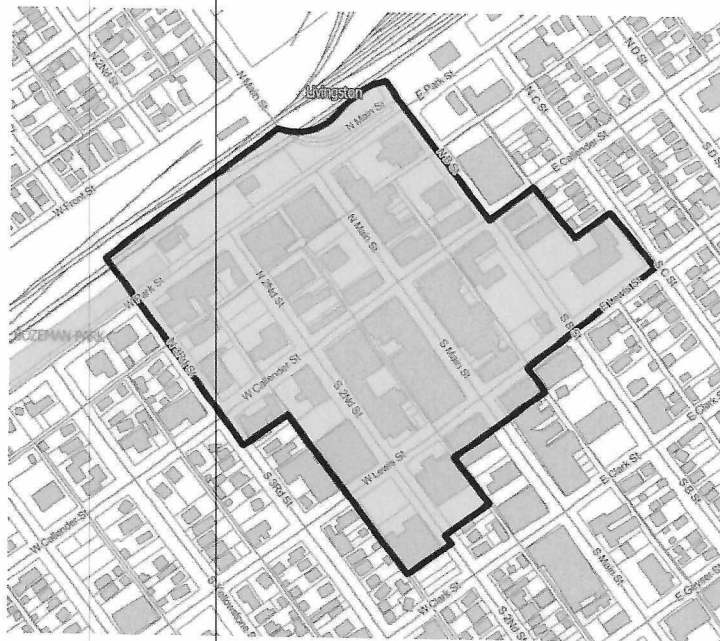
A. Elks Lodge Design Review Application

City of Livingston  
 Department of Planning  
 220 E. Park St.  
 Livingston, MT 59047  
 (406)222-4903  
[planning@livingstonmontana.org](mailto: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 1/2" 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: LIVINGSTON ELKS LODGE # 246

2. Location of Property

Street Address: 130 S. 2<sup>nd</sup> ST, LIVINGSTON, MT 59047

Business Name (if applicable): ABOVE

3. Contact Information

*Property Owner*

Home Address: ABOVE

Phone Number: 406-222-2511

Email Address: SEE E-MAIL BELOW

*Primary Contact/ Applicant*

Name: DARYN HENDRICKSON

Address: 3640 HEEP RD, MANHATTAN, MT 59741

Phone Number: 406-579-5212

Email Address: darynh07@yahoo.com

*Secondary Contact*

Name: CARLA WILLIAMS

Address: \_\_\_\_\_

Phone Number: 406-220-2484

Email Address: frosting18@hotmail.com

4. Project Information- please check all proposed exterior changes (attach necessary details to this form)

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.

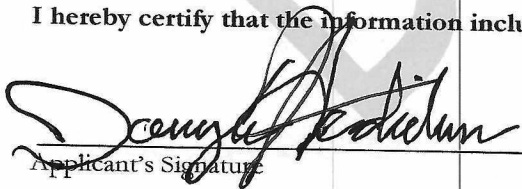
**Other Façade/ Exterior Improvements**  Yes  No

Describe and show the location(s) of additional improvements other than those listed above; provide details for the proposed work and attach manufacturer cut sheet(s) if available for design elements.

**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

4-19-23  
Date

**To be filled out by the Zoning Administrator**

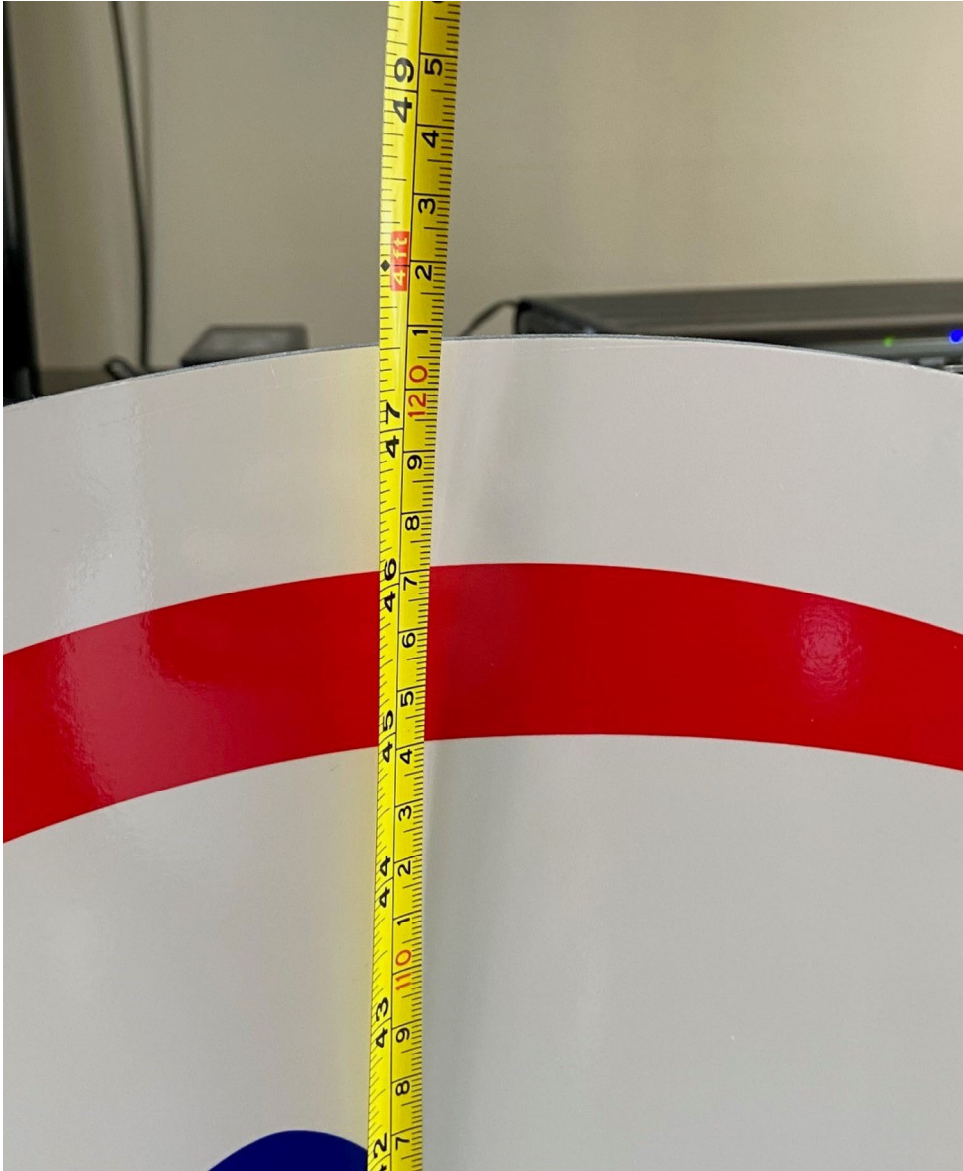
Zoning Review Complete?  Yes  No

Building Permit required?  Yes  No









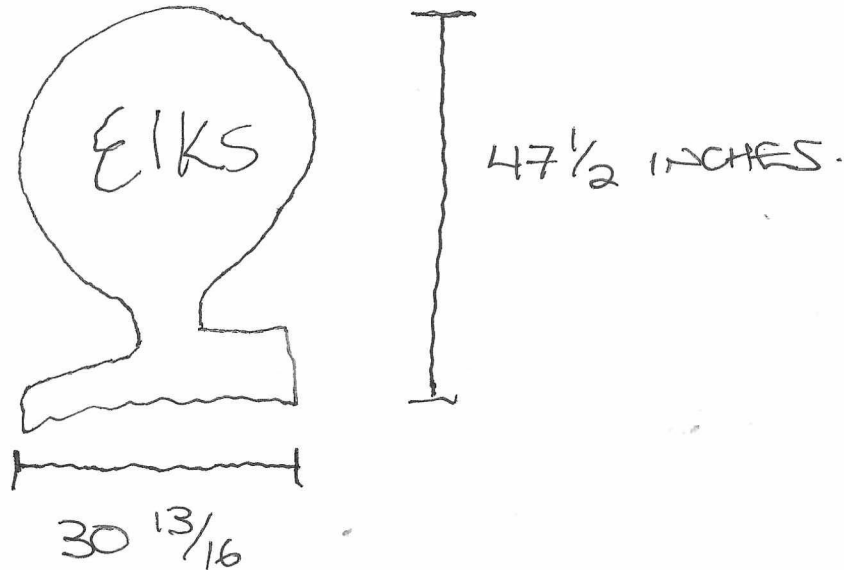


# ELKS SIGN

MATERIAL: BOTH SIDES, FRONT + BACK, ARE CONSTRUCTED OF AIRCRAFT ALUMINUM METAL & THE CORE IS A POLYURETHANE CARBONATE FOAM MATERIAL.

MOUNTING: WE PLAN ON HANGING THE SIGN ABOVE THE SOUTH SIDE AWNING DOOR ENTRANCE ON THE 200<sup>TH</sup> BLOCK ON LEWIS ST. WE PLAN ON LAG BOLTING THE SIGN INTO THE BRICK FACADE W/ WHITE BOLT HEADS TO MATCH THE WHITE COLOR OF THE SIGN.

DIMENSIONS:



**File Attachments for Item:**

B. The Perk on Park Design Review Application



City of Livingston Historic Design Review Application Form

1. Applicant's Name: Emily Rockafellow, Karen Hendersen

2. Location of Property

Street Address: 113 W. Park St

Business Name (if applicable): Perk on Park, Dreamboat Market

3. Contact Information

*Property Owner*

Home Address: David Miller, 28900 Valley View Lane  
Steamboat Springs, Colorado

Phone Number: 1-303-229-1176

Email Address: dave@globalartstrader.com

*Primary Contact/ Applicant*

Name: Emily Rockafellow

Address: \_\_\_\_\_

Phone Number: 406-223-7393

Email Address: perkonpark@gmail.com

*Secondary Contact*

Name: Karen Hendersen

Address: \_\_\_\_\_

Phone Number: 209-743-4616

Email Address: \_\_\_\_\_

4. Project Information- please check all proposed exterior changes (attach necessary details to this form)

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.

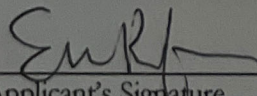
**Windows**                         Yes     No  
Show the location(s) of new windows and attach the manufacturer cut sheet.

**Other Façade/ Exterior Improvements**                     Yes     No  
Describe and show the location(s) of additional improvements other than those listed above; provide details for the proposed work and attach manufacturer cut sheet(s) if available for design elements.

**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

5/2/23  
Date

**To be filled out by the Zoning Administrator**

Zoning Review Complete?     Yes     No

Building Permit required?     Yes     No





2' x 2' white square  
(same size as  
others already  
hanging)





new window decal. 37 in. x 34.5 in. with a clear background; it will be centered in the central window and will not extend into the border

BAKERY

