



HISTORIC PRESERVATION COMMISSION MEETING

City Hall – Conference Room #6

March 26, 2025

12:00 P.M. CALL TO ORDER:

ROLL CALL: Burns, Emerson, Miller, Anderson, Sardell, Shaffer, Harro, McCracken, Shepperd

MINUTES: ** ITEMS BELOW ARE CONSIDERED ACTION ITEMS*

February 12, 2025 – Downtown Reconnaissance Survey Kickoff Meeting with Consultant and SHPO

February 26, 2025 – Historic Preservation Commission Meeting Minutes

PUBLIC COMMENTS:

STAFF COMMENTS:

COMMISSIONER COMMENTS:

NEW BUSINESS: ** ITEMS BELOW ARE CONSIDERED ACTION ITEMS*

- Support of Esto Perpetua Nomination of Sharon Boswell for Garden District Survey

ONGOING PROJECTS: ** ITEMS BELOW ARE CONSIDERED ACTION ITEMS*

- Downtown Reconnaissance Survey
- Demolition Review Summary & Discussion
- Joint Workshop Follow-Up Discussion
- Historic Preservation Month
 - Reception
 - Heart of History Award(s)
 - Garden District Celebration
 - Tours
 - Other Outreach
- Banner

Calendar:

- Historic Preservation Month (May)
 - Reception & Awards: May 1 at The Depot?
 - Garden District Celebration: June 1 at Phippeny Park
 - Tours?
 - Farmers Markets?

TRACKING TIME: (please submit quarterly)

ADJOURNMENT/CONTINUATION:

Motion by _____, seconded by _____,

to continue meeting to _____, __, at __ p.m.; motion carried unanimously.

Motion by _____, seconded by _____, to adjourn meeting; motion carried unanimously.

Coeur d'Alene Tribe Land Acknowledgement

We respectfully acknowledge that we are on the traditional land of the first people, the Coeur d'Alene, who have occupied the lands that include the City of Coeur d'Alene, Coeur d'Alene Lake and the Spokane River for time immemorial. The Schitsu'umsh are "Those who are found here" or "The discovered people" and they have been telling their story in song and dance for thousands of years in celebration and in hardship. We are fortunate that the Coeur d'Alenes have blessed the land and formed strong relationships to continue as stewards to protect and preserve the land, lake, and other resources. We acknowledge the Tribe's 5 Core Values for decisions related to the land and the future of the Coeur d'Alene people. We are honored to learn, grow, play and live upon the traditional territory of the Coeur d'Alene Tribe and to have the opportunity to work together to improve our land and strengthen our communities for future generations. Time Immemorial. Present. Future.

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MINUTES



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**HISTORIC PRESERVATION COMMISSION
DOWNTOWN RECONNAISSANCE SURVEY KICKOFF MEETING MINUTES
February 12, 2025
City Hall – Conference Room #6**

COMMISSIONERS PRESENT:

Walter Burns, (Chair)
Anneliese Miller, (Vice Chair)
Doug Harro
Sandy Emerson
Shannon Sardell
Dan McCracken
Stephen Shepperd

STAFF MEMBERS PRESENT:

Hilary Patterson, Community Planning Director
Traci Clark, Admin. Assistant

Commissioners Absent:

Anne Anderson, (Secretary)
Rick Shaffer

12:00 P.M. CALL TO ORDER:

The meeting was called to order by Chairman Burns at 12:00 p.m.

PUBLIC COMMENTS:

Bill Breese introduced himself and stated he is here from the Hayden Historic Preservation Commission. He would like to make it a point to come to these meetings, so he could learn more about the process.

COMMISSIONER COMMENTS:

Chairman Burns introduced Dan Everhart and Alexis Matrone from the State Historic Preservation Office (SHPO). They are here for the kickoff meeting today with our consultant Diana Painter.

He would like the members to start thinking of preservation month which will be in May. He would like to have a subcommittee and have the commissioners volunteer for that item.

STAFF COMMENTS:

Ms. Patterson, Community Planning Director, provided the following comment:

- There will be a regular HPC meeting on February 26, at noon.

ONGOING PROJECTS:

Downtown Reconnaissance Survey Kickoff

Chairman Burns introduced Diane Painter as the consultant who will be working on the Downtown Reconnaissance Survey. He noted that Ms. Painter, Commissioner Shepperd, Ms. Patterson, and he drove around this morning to look at the survey area.

Ms. Patterson noted that the agreement with Ms. Painter and SHPO calls for the boundaries of the survey area to be refined. The consultant, Commission and staff would like help from SHPO to further refine the boundaries of the survey area and get a feel of the scope of work. Ms. Patterson noted that the contract

says “at least 200 properties” will be surveyed, but there are more than 200 in the boundary. So, the survey area needs to be reduced. Ms. Patterson outlined a possible way to reduce the survey area based on what they saw on the drive. For example, it might be more realistic to cut off chunks of the survey area just based on some changes that have happened with the Johnston Building and Momos being demolished. Instead of capturing some of the buildings and going all the way to 1st Street, they thought maybe we can start at 2nd Street and go north from there. We were trying to figure out our northern boundary - if we wanted to go to Indiana or Wallace on the north side or if we wanted to just look at the alley north and Coeur d’Alene Avenue as the northern boundary. On the south, we thought instead of including the properties along Front Avenue because all of them are new except for the Roxy Theater just south of the alley that this could probably be done as an individual nomination at a later date, and if we stopped at the alley here, we could reduce the number of buildings quite a bit as well.

Chairman Burns stated we need to decide if we are going past 8th Street or not because there’s a Motel there from the 50’s and 60’s era. We need to keep Ms. Painter’s area continuous. The 200 buildings we want are the area that are most important. He would like to start at the south end and move north. Everything along Sherman up to Second Street is important.

Mr. Everhart suggested adding the bank on Front Avenue and the Roxy theater on the other side of the street.

Ms. Patterson replied that the group did want SHPO’s input on whether or not to include the Roxy building or stop at the alley.

Commissioner McCracken asked would it save Ms. Painter time and does that actually save us that much time to cut out a bunch of areas that’s mostly new buildings?

Ms. Painter suggested that it would be best to cut out an area if it makes the survey boundary clean. For example, if you could remove the new buildings, and keep a continuous boundary. You’re going to have to have a phase two because of the number of buildings in the Downtown, so some areas can be surveyed at a later date. You have to figure out a productive way to divide it up.

Ms. Patterson asked Mr. Everhart if the boundary should include everything on Front Avenue and then clip out more properties from the north and west.

Mr. Everhart suggested including these two or three older properties to the intersection of Fourth Street and Front Avenue. Those are older properties. You need to make a line that cuts through the alley between Front and Sherman, but also sort of just quarter that block and come down and make a clean intersection on the north. In this Phase One, we should incorporate most of what you would consider the commercial heart of the city. As we get up to the north at the top of the map, further north towards Wallace, Garden and Indiana – it seems to get a little spotty. If the City wants to draw lines to reflect the fact that we cannot afford to survey everything at once even if it’s commercially zoned, that is what he would suggest. As a visitor when he drives through Downtown Coeur d’Alene, he considers Sherman, Lakeside and even Coeur d’Alene Avenue to be the Downtown area. Once you get on the north side of Coeur d’Alene Avenue you get to this weird zone in between residential and commercial and maybe even slightly industrial. He doesn’t disagree that there are commercial properties along 4th Street north of Coeur d’Alene Avenue, but they don’t feel like they are part of the Downtown District.

Chairman Burns stated he agrees that Coeur d’Alene Avenue and Indiana Avenue should be the boundary.

Mr. Patterson would like to determine if First Street or Second Street should be the western boundary?

Mr. Everhart would like to speak up regarding the public housing on First Street. SHPO has determined that this building is eligible to be listed individually. This is a tower – the first high rise in Coeur d’Alene – and because of the public housing and it started to grow the skyline back in 1974. He is just pointing out

that it's already been determined eligible. Now whether or not there's a reason to include that whole block in the survey, he doesn't know. If you find yourself having lopped off the top half of the district and you are not yet at the 200 properties, then why not just be comprehensive in going down to First Street. If on the other hand, there is still too many on the pile, then make yours meet Second Street. He thinks you've probably had internal conversations about this but he has had several conversations at SHPO. The property at Lakeside and Third Street, which I know no one's suggesting that we don't cover with the survey, but the former Depot at Lakeside Avenue and Third Street has been the subject of several conversations with the property owner and with others. He assumes there's no question that will be part of the survey area. Maybe the warehouses might have been associated with the rail corridor which you can sort of faintly see on the map even though there are no tracks there anymore.

Ms. Patterson asked about the Coeur d'Alene Resort Plaza Shops and removing those. They have been remodeled a few times over the years.

Mr. Everhart stated the Coeur d'Alene Resort and the Resort properties are sort of their own thing. They have their own historic context and sooner rather than later unless there's a major alteration to the tower, they're going to be eligible. I'd say leave them as their own thing.

Chairman Burns asked for further clarification from SHPO. Except for the apartment building on First Street, do you think it is appropriate to start at Second St.?

Mr. Everhart commented it depends on how many properties are encapsulated in the alley to alley configuration.

Chairman Burns asked about the Allied Welding building. It's historical and industrial.

Ms. Patterson stated this would be outside the boundary and would maybe be part of the Phase Two survey area.

Chairman Burns suggested it feels like part of downtown. We're talking about cutting out north and cutting off both sides of Coeur d'Alene Avenue and going from First Street to Eighth Street. Is that correct?

Ms. Patterson suggested to jog down the eastern boundary because of the way the map is drawn. We need to determine if this was included in the Garden District Survey area or not.

Mr. Everhart replied he does not think it was. He knows that the library/law office was definitely in the Garden District. He doesn't know about the properties on the west side of Seventh Street.

Ms. Patterson asked if we discover we have the ability to add some more properties, should we do all of the properties on Front Avenue on the north side just so that it's cohesive?

Mr. Everhart replied yes it makes sense. They are all newer properties.

Ms. Patterson said they wanted to make sure because there were a couple of properties when we were doing the Garden District that we wanted to include, but the National Park Service did not like that the two properties were outside the boundaries.

Mr. Everhart replied ultimately that we have to remember that this documentation of Downtown is to support the possibility of a later National Register Nomination for Downtown. While it would be nice to have the survey be comprehensive, these properties fronting Front Avenue are not going to contribute. If the ultimate goal is a nomination and we just can't squeeze these in, then he thinks this is what the commission should do. He suggests removing the area north of Indiana Avenue and really focusing on properties that have integrity. What we're really trying to do is whittle down to an eligible district. If you end up with a little less than 200 properties, then maybe you capture a few properties on the far west end.

Chairman Burns stated it seems to him that we can start on Sherman and just moved north until we run

out of numbers.

Ms. Patterson asked Mr. Everhart how SHPO made a determination of the public housing being individually eligible.

Mr. Everhart replied it came to us as a Section 106 review. It is presumably there's some sort of federal funding or federal permitting associated with it. In fact, it might have even been a cell tower - an array at the top of the building - that might have triggered the review. It was a couple years ago and he thinks right then the building was 49 years old. The initial inventory dismissed it as not significant simply because it hadn't officially met the 50-year benchmark but we disagreed with the consultant on that and we said you're three months from the "50-year" age of this property and for these associations with public housing for its role in changing or beginning to change the skyline of the city, we found it eligible for those reasons. It doesn't need to be included in this district but it is an interesting development and change in the city's built environment and it helps to say this out loud. We don't have to think things are pretty for them to be historic or significant. We may in fact think they're ugly and they can still be significant. What matters is whether or not we can find some context under which it has value and if it does or does not retain any of its architectural character and he thinks for those reasons previously stated it does.

Chairman Burns stated we have determined we're going on both sides of Coeur d'Alene Avenue and from First Street to Eighth Street on the east side, capturing both sides of Sherman Avenue, and going to the alley to the south of Sherman, capturing the buildings on Front Avenue and Fourth Street.

Ms. Patterson stated there will be a public outreach in March with the neighbors at the Community Library with Q&A.

Mr. Everhart stated that he would like to be present for that meeting. This would be helpful for Ms. Painter to provide maybe 15-20 minutes presentation and then open it up for questions.

Ms. Patterson suggested inviting the neighbors and reaching out and inviting the Downtown Association and business and putting an article in the newspaper and social media. This will help get the word out.

Chairman Burns asked Ms. Painter if she is happy with what they have discussed today and if she has any questions.

Ms. Painter replied she was concerned about the boundary and she wanted to know, or get a sense of how people were familiar with the process. It sounds like from doing the Garden District that you've got a fresh lesson in your mind about how the process works. If we target what Mr. Everhart was saying about the public info meeting, which would be pretty soon, she thinks she can get the job done.

Mr. Everhart stated he wanted to talk about the role of the commission and your work as volunteers. He wants them to be careful not to overwhelm Ms. Painter with the obvious experience and knowledge around this table and figure it out as we move forward. Perhaps there's some way for you to convey your knowledge about some of these historic properties to Ms. Painter and maybe figure out how to collect some of that knowledge and present it to her. Maybe put it in a format that has some detailed information that she can just sort of cut and paste into the forms and at the same time you're keeping track of your time because that's part of your in-kind match, which I presume you're tracking here. She will not be digging into a lot into the history of the buildings. He thinks that this would be useful to provide a way to augment the documentation that Ms. Painter is tasked with because she is not tasked with detailed historic research.

Ms. Patterson wanted to point out during the Garden District survey that this commission did the nomination step and not the survey. It was a little bit different. If the public's worried, we're just evaluating properties at this point. This is not even for the national register nomination. That might be in the future or it might be a local district or something but it's really just for evaluating certain resources.

Ms. Painter stated that she will basically follow the template for providing documentation on each building in the survey area. She would like information on the building that was part of the story. That's something that would be part of your general background. Although you do have a good context already. One thing she did in Walla Walla when she did the National Register district for the heart of the district from the beginning of time because it used to be an Indian trail crossing the water. It never changed. She so impressed by that cities almost always change but in Walla Walla, it is still the heart of the city

Mr. Everhart replied the fact that this brick building built in 1920 was predated by a frame building, and that frame building housed a laundry for these two years but then before that it was an ice cream shop. This type of information is not going to be useful.

TRACKING TIME:

Chairman Burns reminded the commission to track their time.

ADJOURNMENT:

Motion by Commissioner McCracken, seconded by Commissioner Shepperd, to adjourn the meeting. Motion approved.

The meeting was adjourned at 1:03 p.m.

Submitted by Traci Clark, Administrative Assistant



MINUTES



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**HISTORIC PRESERVATION COMMISSION
MINUTES**

February 26, 2025

City Hall – Conference Room #6

COMMISSIONERS PRESENT:

Walter Burns, (Chair)
Anneliese Miller, (Vice Chair)
Anne Anderson, (Secretary)
Doug Harro
Sandy Emerson
Shannon Sardell
Dan McCracken
Stephen Shepperd
Rick Shaffer

STAFF MEMBERS PRESENT:

Hilary Patterson, Community Planning Director
Traci Clark, Admin. Assistant

12:00 P.M CALL TO ORDER:

The meeting was called to order by Chairman Burns at 12:00 p.m.

MINUTES: **ITEM BELOW IS CONSIDERED TO BE AN ACTION ITEM**

Motion by Commissioner Sardell, seconded by Commissioner Shepperd, to approve the minutes for January 8, 2025 and January 22, 2025. Motion carried.

PUBLIC COMMENTS:

Mr. Headley and Ms. Kinsel attended the meeting but didn't provide any public comments.

COMMISSION COMMENTS:

Chairman Burns commented that the Museum of North Idaho will be having their grand opening April 17-19. Another point of interest is the Historik App that was created by Chris Whalen that tells the story of downtown Coeur d'Alene in great detail. He has now donated that to the Museum of North Idaho.

STAFF COMMENTS:

Ms. Patterson, Community Planning Director, provided the following comments:

- Jason Tippeconic Fox, with the State Historic Preservation Office, is just awaiting some final tweaks from our consultant, Kurt Huffaker. They are reviewing it one more time before sending it to the National Parks Service. SHPO asked us if there was any demolitions that happened in the neighborhood before finalizing the report. There have been two. That information had to be updated in the report. That will be going to the National Parks Service who has 45 days to review it. Mr. Tippeconic Fox is still confident we will have it listed in the National Register of Historic Places this year.
- She has reserved Phippeny Park for Sunday June 1st. She and Chairman Burns were looking at the dates and they understand that's just outside of May Preservation Month, but it seemed like the best option.
- She has updated the Proclamation for Preservation Month from last year that will go the Mayor and City Council. She has requested that it will be on the May 6th agenda. It basically says May is Historic Preservation Month and why it's important.

- Regarding the Demolition Review Update, we have had eight permits reviewed by the subcommittee so far. Just one came to the full commission. We've been really been working hard on expediting that process and streamlining it.
- She spoke with a college student today from Gonzaga University. He's part of the journalism program and he is writing an article about our demolition review ordinance and was curious about how that's working. He's talked to some contractors who were concerned it was going to add time and money to their process. She explained to him that if there's a slight delay that it was outweighed by the public benefit. Council felt that that was the case. She let them know there's only been one that's had a full review. The only other one that's been slightly slower was with North Idaho College, but that's going to be expedited because we're now working on looking at their other properties that they plan to demolish, so we can get ahead of that. The recent one was turned around in four days. We are improving the process thanks to the subcommittee members.
- For the Downtown Reconnaissance Survey Public Kickoff Meeting, Ms. Clark has reserved the Library Community Room on March 18 at noon. Diana Painter can present that day. We have not spoken with SHPO yet to see if they can attend. She wanted to check in with the Commission first to make sur the date would work.
- We would like to schedule the joint workshop with the Planning & Zoning Commission either the same day as the March 26th meeting, or sometime in April, please look at your schedules.

ONGOING PROJECTS/PLANNING/AWARDS:

Logo Design

Chairman Burns, Ms. Patterson and Commissioner Miller met with Commissioner Miller's sister Katrina to try and whittle down the design and the fonts. They have come up with the three designs before you. There are options A, B, and C. The Roosevelt image has been shrunk down, the fonts have been changed and the word commission has been taken out. We wanted the image to be able to be read on letterhead and business cards.

Commissioner Sardell stated she likes option C. Commissioners Harro and Miller agreed.

Chairman Burns stated he likes option C as well but he does not like the comma after the word Coeur d'Alene. He suggested that the comma could be removed.

Commissioner Sardell made the motion to accept option C of the Historic Preservation logo with lots of gratitude and thanks to your sister, Katrina. It looks great. Please remove the comma after Coeur d'Alene. Commissioner Anderson seconded the motion. Motion carried.

Commissioner Anderson stated she can order and pay for two banners.

Ms. Patterson stated that there have been discussions about getting two free standing banners that pull up and maybe add some text or color to the background, such as having the land acknowledgment statement on the background. These will need to be ready for May events.

Demolition Review Update

Chairman Burns stated we have only had the one full Commission review. Based upon that one review, questions about how to streamline that process have been brought to light. A couple of ideas would be if we have a meeting with just a subcommittee, we would only need three members for the subcommittee. We would meet with the applicant then bring the findings to the regular meeting at the end of the month.

Commissioner Emerson asked can any of the commissioners attend those meetings?

Chairman Burns replied yes. The second thing we've talked about is having the subcommittee determine

if a property is significant and should be reviewed by the full committee. For example, if it's a designated historic property on the National Register or if it's a contributing property in a recognized neighborhood, or at our discretion, if we feel like it's a very important home. The other problem we've talked about is Commissioner's Sardell, Anderson and myself in the subcommittee we've done pretty well, but there are times that not everybody is available. We need maybe one or two alternate commission members that could fill in when one of the regular commissioners is not available.

Commissioners Shepperd and McCracken volunteered to be the alternates on the demolition review subcommittee.

Chairman Burns stated the subcommittee does make the decisions pretty quickly. He would like the three members to meet and come up with some sort of format so that they are putting in information in a consistent manner.

Commissioner Sardell stated she has a great idea for that as we work through them. She thinks we have to kind of figure out how to evaluate them with something that is tangible and what she came up with is some character defining features and what's left on the building. If there is nothing, we need to find what is contributing in the context of the neighborhood. Would it be considered a contributing element in a district of sorts, whether that's local or national, she doesn't think it matters. The last part could be, is it worthy of designation or significance on its own for whether it's local, state, national significance, not necessarily architectural, but historical? Such as an important person lived there. Those aren't the ones that I think we can find very easily without help from the museum. Those are kind of the three historic preservation checkmarks that we can take a look at. We will always struggle with what's going to be replacing it. That's becomes more of a stylistic thing. If the rest of the neighborhood has a context of some sort, that could become part of the validated process. That's the part where we don't really have a lot of say. By the time they've come to the decision to demo the building, and they've presented us with something they're going to replace it with, they've already burned their cash. She doesn't think they're going to go backwards on that. We can maybe make some comments or discuss things like color that would help it better match or be in context with the neighborhood. She doesn't know how much we can really say about that future proposal, outside of designated historic districts, perhaps, or designated kind of historic areas.

Chairman Burns stated this will be helpful to us going down the road in case somebody comes back and says, well, wait a minute, you did this for this person. We'll have the records.

Commissioner Emerson commented we've got a couple of structures that we know are bad mistakes, such as First and Foster. The neighborhood has talked to me and a couple of neighbors have talked to the owner. The owner said, I wish I had known how the community felt more about it, which is an interesting comment from him.

Chairman Burns stated those kinds of conversations should happen. That's just another thing we can talk About. How do we get the message out a little bit better to the public, so that they can maybe anticipate a little bit more that they're going to do something? And if you're going to be in the Garden District and you choose a contributing property, we're going to be looking at it a lot more closely, even if it's a non-contributing property. We are going to be looking strongly at the neighborhood context without fitting in there. If you have that in your mind before you start, maybe the plans that get submitted get better and will be more aligned with what we're hoping for.

Ms. Patterson commented we talked about that style guide that would be helpful to have the resource on the website.

Chairman Burns replied that would be good. Even if we had photos of buildings around town that have been done.

Chairman Harro asked if he could get a rundown on the demos so that he can better understand why all

those buildings where not contributing.

Chairman Burns replied that's a good point. Maybe he could put together a brief process and sort of a format and check points the members go through. We will share it with the group.

Commissioner Sardell stated at the next meeting take 10 minutes going through them and do a quick discussion of how we evaluated them.

Historic Preservation Month

Chairman Burns stated he would like to have some tours, maybe some open houses and the Heart of History Award. He would like to focus on the Garden District because that is a huge milestone for this group and for the community. June 1st will be hopefully be well attended by everyone in the community. He would like a subcommittee with three members to do work on May Preservation Month to bring their thoughts and ideas.

Commissioner Emerson would like to work on the Heart of History side of it, Commissioner Miller and Commissioner McCracken have volunteered to work together on the subcommittee for Preservation Month. Chairman Burns suggested there might have a Garden District tour and include someone from the museum as a possible tour guide. Maybe have Government Way neighbors out and about with a walking tour as well.

Chairman Burns asked if John Swallow would be interested in having the Preservation Month Reception the first week in May at the Depot.

Commissioner Emerson replied he thinks Mr. Swallow would be interested.

Commissioner Harro asked about renting a space for the Farmers Market. Is that something we should do?

Ms. Patterson stated that there is no money in the budget and that last year we partnered up with the library and the museum to share table space. We could do that again, but we will have a banner this year and maybe bring a small card table so that we can be more visible.

Government Way Corridor

Chairman Burns suggested moving this focus until after the month of May to focus on the second half of the year. We will let those folks know in the neighborhood that we will be following up with them later on in the year.

Commissioner Emerson stated he likes that idea. There is already a core group and if we keep them informed, that should be fine.

Ms. Patterson stated with the Joint Workshop with the Planning & Zoning Commission we have talked about with the group and that commission there are things with the existing zoning code that we should be looking at, new trends and development that is happening that are allowed by right that may not be completely compatible. There are things that are worthy of discussion such as what is allowed in the zoning code and the Historical Overlay tool.

Downtown Reconnaissance Survey

Chairman Burns stated that Ms. Painter has started the Downtown survey and the scope of work says up to 200 buildings will be surveyed. The actual estimated number is about 150 buildings. We could expand a little bit more. He would like everyone to think about where another 50 buildings could possibly be added.

CALENDAR:

Downtown Survey Public Meeting (March)

Scheduled for March 18th at noon in the Community Library Room.

Historic Preservation Month

Proclamation will take place at the City Council meeting on May 6th.

Reception & Heart of History Awards Program

Garden District Celebration at Phippeny Park on June 1st

Chairman Burns will help coordinate this.

Chairman Burns commented that during the subcommittee meetings when we first started those, Ms. Patterson did not attend and we ended up getting frustrated because we didn't know what our role was. We didn't know how it worked for the city standpoint so we asked Ms. Patterson to sit in on those. We are more knowledgeable and sophisticated group now and we understand things. We have more of a clear agenda rather than being just trying to figure out what we were doing. He thinks Ms. Patterson, if you want can skip the subcommittee meetings, this is the help you a little bit over your staffing issues, getting somebody hired and up to speed. Chairman Burns asked the commission if Ms. Patterson could no longer have to attend the subcommittee meetings. (*The Commission agreed with Chairman Burns*). The other part of this is the subcommittee, concept, is we are leaning towards the small groups of committees per various things. This could be things that are brought together on those meetings or if people wanted to split off separately during the meeting.

Commissioner Harro asked what will the Joint Workshop with Planning & Zoning talking points be?

Ms. Patterson replied that the Planning & Zoning Commissions wants to understand what this commission has been doing. Ms. Patterson gave them an update last month. She can send you the YouTube link from the meeting. Chairman Burns was talking about our Downtown and what the working groups have been doing, but also what this commission has been doing. She thinks they want to understand because they're very supportive of the Historic Overlay tool and what does that look like. What's allowed by right with zoning and what are the concerns of this commission. What are things we should be looking at? There's certainly anything that we can do in particular neighborhoods to particular parts of the city that might be different from necessarily what's going on everywhere else. The historic overlay tool would be specific areas and as we've discussed it before with the idea that it would be neighborhoods opting in. But then there's other things like a shop house. Do we think those are appropriate throughout the city or not at all unless it's a specific plan, development or certain area?

TRACKING TIME:

Chairman Burns reminded the commission to track their time.

ADJOURNMENT:

Motion by Commissioner Miller, seconded by Commissioner Sardell, to adjourn the meeting. Motion approved.

The meeting was adjourned a 1:07 p.m.

Submitted by Traci Clark, Administrative Assistant