



HISTORIC PRESERVATION COMMISSION MEETING

City Hall – Conference Room #6

MAY 28, 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*

April 23, 2025 – Historic Preservation Commission Meeting Minutes

PUBLIC COMMENTS:

STAFF COMMENTS:

COMMISSIONER COMMENTS:

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

- Preservation Month
- Garden District
 - Notification of Historic Designation
 - Follow Up Work with SHPO, NPS and consultant
 - Garden District Celebration – Certificate from Governor and dignitaries
- Government Way Next Steps

Calendar:

- Garden District Celebration: June 1 at Phippeny Park
- Tours
- Farmers Market – May 28

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 MINUTES

April 23, 2025

City Hall – Conference Room #6

COMMISSIONERS PRESENT:

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

STAFF MEMBERS PRESENT:

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

Commissioners Absent:

Anne Anderson, (Secretary)

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 Shaffer, seconded by Commissioner Miller, to approve the minutes for March 18, 2025 Downtown Reconnaissance Survey. Motion Carried.

Motion by Commissioner Shepperd, seconded by Commissioner Shaffer, to approve the minutes for March 26, 2025 for the HPC & P&Z Joint Workshop Meeting Minutes. Motion Carried.

Motion by Commissioner Shaffer, seconded by Commissioner Shepperd, to approve the minutes for March 26, 2025 Historic Preservation Commission Meeting Minutes. Motion Carried.

PUBLIC COMMENTS:

Kathi Kincel stated she would be happy to volunteer with work on restoring items. The commission noted they could get Mr. Rick Sigmund's information to Ms. Kincel.

COMMISSION COMMENTS:

Commissioner Shaffer said he saw the article in the Coeur d'Alene Press about heights in downtown and asked for some clarification on that.

Ms. Patterson replied she checked in with City Council last week and they support the efforts of the Working Group that is looking at the downtown development regulations and design guidelines. The Working Group will continue the work they are doing and will work with the University Idaho to get an agreement in place to get help with the modeling of the different scenarios of what is allowed in Downtown under the current code to look at maximum development potential and several scenarios. We have three members of this commission on the Working Group. The height recommendation is 45 feet on Front, Sherman and Lakeside Avenues and 110' on Coeur D'Alene Avenue.

Chairman Burns met with John Swallow and he has donated \$2500.00 to the HPC, to do what we wish

with the money. This is the first time someone has donated money to this commission. He also met with Pepper Smock a couple of weeks ago and he has offered his building in Downtown on Sherman for us to have any kind of event we want, a workshop, or fundraiser. He also spoke with Ms. Williams who owns the Art Spirit Gallery in Downtown and she offered the use of her building as well for a fundraiser. We could raise money for signage, such as the plaques that have been discussed for historic buildings in Downtown and connect them up with the museum. He would like to set up a meeting with the stakeholders regarding the Centennial Trail, museum, and the County Historical Preservation Commission to come up with a standard on the signs throughout the County.

STAFF COMMENTS:

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

- She would like to thank Traci Clark for administration professional day for keeping us organized.
- We have a new associate planner starting on Monday, Barbara Barker; we are very excited to have her aboard.
- Regarding Historic Preservation Month updates, Ms. Patterson has reached out to the library; they will not be participating at the Farmers Market. We can have our poster as part of their storyboard at along the trail. She will reach out to the Downtown Association to spread the word as well.
- She reached out to Elva "Cookie" Alan to see if she had recommendations for a Coeur d'Alene Tribe member to possibly do the blessing for the reception on May 8.

ONGOING PROJECTS/PLANNING/AWARDS:

Garden District

Chairman Burns announced that the Garden District is officially in the National Register of Historic Districts after six and half years. We will be doing the celebration on June 1 on Phippeny Park. Commissioner Shepperd will do a tour on May 31 through the Garden District. We will have letters to be sent out to everyone from SHPO to everyone in the Garden District that Ms. Clark will mail out. There will be 531 recipients. He will get the press release out soon.

Historic Preservation Month

Reception:

Chairman Burns met with John Swallow regarding the reception on May 8. He will be providing about 40 Chairs.

Ms. Patterson replied that we will need help with setting up the food and refreshments around 5:00.

Heart of History Award:

Chairman Burns stated that Clark's Jewelers is happy to receive the award. Commissioner Shepperd has been working on putting the language on the plaque.

Commissioner Emerson will order the plaque.

Garden District Celebration:

Chairman Burns commented that the Garden District has asked him to contact Chad Oakland to make more signs for the Garden District to hand them out at the celebration. They look like license plates. The City will provide water and light snacks. We are thinking the event will be from 1 to 3pm in the afternoon. He thinks the attendance will be pretty strong. We will tell them to bring their own chairs, etc. We will have a small ceremony, with the mayor and some city council members in attendance hopefully.

Ms. Patterson stated that the information about the nomination is on the City's website. We would like to have a map available for the folks to see at the celebration.

Tours:

Commissioner Shepperd will be doing the Garden District tour on May 31, from 11:30-1:00.

Other Outreach:

Chairman Burns would like to have a couple of commissioners at the Farmers Market in May. Commissioner Miller has come up with a new handout that is a Historic Self-Guided Tour of historical sites in the Downtown Coeur d'Alene area.

Commissioner Emerson stated that he spoke to John Swallow. He has turned in his submittal for the Depot to be in the National Register but he had to go through a revision and a lot of work. He might have to have a new survey.

Chairman Burns commented that he would have to hire someone to do that survey that might cost about \$10,000. Maybe at the end of the year the HPC might ask for a grant for that. It might help him simply the project with a grant.

Commissioners McCracken and Harro have both volunteered to be at the Farmers Market on May 21st Wednesday night, and Harro and Miller both volunteered to be at the Farmers Market on May 28th.

Government Way Next Steps:

Chairman Burns commented he would like to set up a meeting with the Government Way neighborhood to get that moving again with the stakeholders sometime in June. Maybe meet with the Planning & Zoning Commission and discuss with them that we do not have to have the historic overlay in order to achieve the increased setbacks for the size of the house and to address massing and lot coverage if that could be done in the Zoning Code. The historic overlay could be used to address design considerations.

Ms. Patterson stated she would like to get something on paper in code form (for possible code amendments related to neighborhood compatibility) so that the commission members have something to review, with a goal of having a workshop with P&Z again in May or June as time permits.

Calendar:

Chairman Burns stated the museum will be doing a notable women's cemetery tour on Mother's Day and a veteran's cemetery tour on May 25. There will be a Flea Market as well. Don Pischner will be doing a talk about the Halsey brothers from Coeur d'Alene who were killed in WWII. Chairman Burns stated the Music Conservatory is having the day before Mother's Day and event Memories for Mom. This is a tea and brunch for moms. We will try to promote this.

Chairman Burns and the Commission agreed to not have a subcommittee meeting on May 14th.

TRACKING TIME:

Chairman Burns reminded the commission to track their time.

ADJOURNMENT:

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

The meeting was adjourned at 12:54 p.m.

Submitted by Traci Clark, Administrative Assistant

DRAFT