



## **HISTORIC PRESERVATION COMMISSION MEETING**

**City Hall – Conference Room #6**

**JUNE 25, 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\***

May 28, 2025 – Historic Preservation Commission Meeting Minutes

### **PUBLIC COMMENTS:**

### **STAFF COMMENTS:**

### **COMMISSIONER COMMENTS:**

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

- Preservation Month and Garden District videos
- Signage Program and Community Enhancement Grant Opportunity
- Possible Code Amendments Update
- Government Way – Next Steps

### **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**

**May 28, 2025**

**City Hall – Conference Room #6**

## **COMMISSIONERS PRESENT:**

Anne Anderson, (Secretary)  
Anneliese Miller, (Vice-Chair)  
Doug Harro  
Sandy Emerson  
Stephen Shepperd  
Rick Shaffer

## **STAFF MEMBERS PRESENT:**

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

## **CITY COUNCIL LIAISON:**

Kiki Miller, Council Liaison (On Teams)

## **COMMISSIONER ABSENT:**

Walter Burns, (Chair)  
Dan McCracken  
Shannon Sardell

## **12:00 P.M CALL TO ORDER:**

The meeting was called to order by Vice-Chair Miller at 12:00 p.m.

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

Motion by Commissioner Shaffer, seconded by Commissioner Anderson, to approve the minutes for April 23, 2025 Historic Preservation Commission Meeting Minutes. Motion Carried.

## **PUBLIC COMMENTS:**

Mr. Don Pischner, Trustee for the Idaho Historical Society, will be attending the celebration at Phippeny Park on June 1 and presenting the plaque that was sent from SHPO. He provided some background on Esto Perpetua Award through the Idaho State Historical Society.

## **COMMISSION COMMENTS:**

Commissioner Emerson stated that he is working on a project for Paul Anderson who passed away. He was the head of Avista Utilities and was very active here in the community. He spoke with Bill Greenwood to have a bench in honor of him by the Harbor House in McEuen Park. They have used an old Maple tree from Tubbs Hills to build his bench. He also would like to note that he was pleased with the Tribal members taking part in the reception on May 8<sup>th</sup>. We were very lucky to have them and they both did a great job.

Commissioner Anderson commented that she will be attending Jeanne Givens' funeral. She acknowledged the bench in McEuen Park dedicated to Scott and Mary Lou Reed and suggested having some kind of plaque memorializing Jeanne too since she contributed to the community quite a bit and was a member of the Coeur d'Alene Tribe.

## **STAFF COMMENTS:**

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

- The Garden District weekend was noted in the paper. The tour will be on Saturday that Commissioner Shepperd will be leading and it has sold out. The celebration will be Sunday at

Phippeny Park from 1-3.

- We have added some additional branding materials, a new table cloth and feather banner that will work better outside in the wind. We have some HPC postcards with the QR code that when you use your phone camera it will take you to the HPC website.
- The plaque for the Garden District that Chairman Burns donated has been placed at Phippeny Park.

## **ONGOING PROJECTS:**

### **Historic Preservation Month**

Ms. Patterson stated this year was a great success. Every year we learn on what can we do better. Maybe next year have the posters distributed to the downtown businesses early in the month. The events have been well attended.

### ***Garden District:***

Ms. Patterson stated the Garden District notification letters went out a couple of weeks ago informing people that their property was in a historic district. We had a couple of people notify us when they received the letter that they had no idea they were in the Garden District. She discovered that one of the maps that was in the final nomination had old boundaries. She had our City GIS pull the address from that map. We discovered that we had notified too many people. So, we have sent out correction letters to those folks letting them know that was a mistake. There are also seven homes that should have been included in the nomination and were overlooked. SHPO is fully aware and they are working with the consultant and the National Parks Service to make sure to correct the map. Ms. Patterson has also created a document for property owners in the Garden District letting them know what they can do with your property now that they are in a historic district.

### ***Government Way Next Steps:***

Ms. Patterson stated she would like to meet with the Planning and Zoning Commission to discuss possible code amendments that could help address concerns raised by this commission and property owners in historic neighborhoods. She thinks we need to look at that with the Government Way Corridor stakeholders to see what else they would like to consider for a possible overlay. She is hoping to have a workshop with the Planning and Zoning Commission in June and then meet with the Historic Preservation subcommittee to provide an update. She suggested the earliest possible date to meet with the Government Way neighbors would be July.

Vice Chair Miller would like to have discussion at the subcommittee meeting regarding what will be discussed at the full commission meeting on June 25, and to talk about the Government Way Corridor stakeholder meeting.

Commissioner Harro asked if the City has some type of mobile devices for some the folks from Government Way if they can't make a meeting in person because of a disability or other limitations.

Ms. Patterson replied she thinks that the library may have laptops that can be checked out. She also suggested that staff could send them the Teams link for them to participate remotely if they can't attend an in-person meeting City Hall. They could join a Teams meeting if they have a computer and a phone as long as they can manage the technology on their own.

## **Calendar:**

*Garden District Celebration:* June 1 Phippeny Park 1-3

*Garden District Tour:* Saturday 11:30-1:00 with commissioner Shepperd has sold out.

Ms. Patterson contacted Brit Thruman to take some photos of the tour.

Commissioner Harro asked if Commissioner Shepperd would make a video with the houses and the history.

Commissioner Shepperd replied yes he could share his PowerPoint presentation with narration, based on the tour, for any of the commissioners who are interested.

*Farmers Market- May 28:* Commissioners Harro and Miller will be at the Farmers Market this evening.

#### **TRACKING TIME:**

Vice Chair Miller reminded the commission to track their time.

City Council Liaison Miller commented that at the City Council vision workshop they expressed interest in the efforts related to the historic Downtown. They are interested in the survey of downtown to catalog historic buildings and they are interested in having information on the chronology of the Downtown overlay, when it was created and developed, and the history of height in Downtown. This might help the public with some answers as to why there are high rises popping up. She thinks this might be helpful to share on the Historic Preservation Commission's website. She also stated there might be some interaction with the new owner of the Roosevelt Inn related to some housing initiatives.

Ms. Patterson commented that the Council is very interested in the work that we are doing. We are working with the Planning and Zoning Commission and the Design Review Commission regarding the downtown regulations and design guidelines. There was a request to have a timeline of a chronology for the past zoning codes and when towers started to be developed available online. We have our intern working on that information. There will be a timeline and a webpage for the Downtown Core Working Group's efforts. The intern will be helping us with updates to the design guidelines and also with some code amendment language. Prior to the current code that was adopted in 2006, there was no height limit on any type of structure in the downtown. In 2006 the code was implemented that you can only build to 220 feet tall. We are currently looking at some recommendations to lower that height limit.

#### **ADJOURNMENT:**

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

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

Submitted by Traci Clark, Administrative Assistant