

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 not 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 sure 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