

**HISTORIC PRESERVATION COMMISSION 2025 RETREAT AGENDA**

**City Hall – Conference Room #6**

**JANUARY 8, 2025**

**11:00-1:00 P.M.**

**11:00 P.M. CALL TO ORDER:**

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

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

December 11, 2024 – Historic Preservation Commission Meeting

**ELECTION OF OFFICERS:** **\*\*ITEM BELOW IS CONSIDERED TO BE AN ACTION ITEM\*\***

- Chair, Vice Chair and Secretary

**RETREAT DISCUSSION ITEMS:** **\*\* ITEMS BELOW ARE CONSIDERED ACTION ITEMS\***

- Logo Design
- Government Way Corridor Focus Group Meeting
- Garden District Recognition
- Preservation Month and Heart of History Awards
- Joint Efforts with County HPC
  - Historic Markers
  - Courthouse Centennial
  - Farragut Buildings
- Joint Commission meetings with Urban Forestry and Planning & Zoning
- Neighborhood Names
- City Park Survey/Nomination
- Other historic preservation priorities?

**Calendar:**

- Government Way Corridor Focus Group Meeting – January 15 at noon
- Demolition Review Meeting - TBD
- Downtown Reconnaissance Survey Kickoff – January 22 at noon?

**STAFF COMMENTS:**

**COMMISSIONER COMMENTS:**

**TRACKING TIME:**

**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**

**December 11, 2024**

**City Hall – Conference Room #6**

**COMMISSIONERS PRESENT:**

Walter Burns, Chair  
Anneliese Miller, Vice Chair  
Stephen Shepperd  
Rick Shaffer (On Teams)  
Shannon Sardell (On Teams)  
Sandy Emerson  
Ann Anderson, Secretary  
Kiki Miller, Council Liaison (on Teams)

**STAFF MEMBERS PRESENT:**

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

**Commissioners Absent:**

Doug Harro  
Dan McCracken

**12:00 p.m. CALL TO ORDER:**

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

Motion by Commissioner Miller, seconded by Commissioner Emerson, to approve the minutes for November 13, 2024. Motion carried.

**PUBLIC COMMENTS:**

Bill Brizee from the City of Hayden's Historic Preservation Commission, and Cynthia King from Moscow who recently moved here and was on the Historic Preservation Commission in Moscow attended today's meeting. They both indicated they were interested in learning about Coeur d'Alene's HPC's efforts.

**COMMISSION COMMENTS:**

Commissioner Shepperd introduced himself and said he graduated from Coeur d'Alene High School in 1966 and started a career in education. He taught school in Kellogg, ID and became the principal. He has lived in Coeur d'Alene for the past 6 years and became involved with the Museum of North Idaho. He wrote a book called the Diamond Cup about the hydroplane races on Lake Coeur d'Alene. He has a wife of 54 years and he is happy to be here. He has been working on putting together stories for the Historik app. His grandparents on both sides moved to Coeur d'Alene in 1917 and 1920; one ran a restaurant in a hotel and one grandfather was the accountant for Herrick who ran the lumber company who then became the first County Assessor and the First Treasurer of the Coeur d'Alene Junior College board, and NIC's first Secretary for the Junior College Board. He does have some roots here in Coeur d'Alene. His father was career Air Force, who attended NIC. His father had learned to fly there prior to WWII. He flew B-17s, retired and moved back to Coeur 'Alene in the early 60's.

Chairman Burns mentioned that commissioner Shepperd has spent a lot of time working with Chris Whalen working on the Historik app and doing the primary research on the downtown buildings. His efforts and knowledge of the downtown buildings fits in perfectly with what we are doing now with the

grant that we have coming up and the efforts by the Downtown and Infill Working Group.

### **STAFF COMMENTS:**

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

- She stated there is a signed agreement with Diana Painter for the Downtown survey work. She is ready to go. We just need to decide on a kickoff date for that work to begin.
- The moratorium will conclude on December 17. The former Momo's building and the Johnson building are ready to submit demolition permits once the moratorium is lifted for the Hagadone Sherman Tower project that will be going in. She noted that Commissioner Sardell, Chairman Burns, Mr. Mueller and she were able to go take a tour and take some photos. There are two vaults within the Johnson building that are worthy of salvaging. The Johnson building was originally a bank (Central Bank of Trust). Bill Reagan was supportive of salvaging the doors of the vault if the commission could find a place to store them. Following the tour, the group went and spoke with John Swallow. Who agreed to store them.
- The demolition permit review process is in place. People are submitting more detailed demolition applications along with photos that need to be taken, and floor plans. We need to have a subcommittee that will do a quick windshield survey to help evaluation if projects need to have further discussion or if we can say permits can be issued.

Commissioner Emerson asked about a plaque regarding the Johnson building.

Ms. Patterson suggested that Commissioner Emerson speak to Mr. Brad Hagadone to see if he is willing to donate the funds for a plaque. She also mentioned that the commission needs to make have a future decision on plaque design to make sure that all plaques look the same and maybe speak with the County Historic Preservation as well since this was discussed as joint effort. This can be a discussion at the workshop.

### **Host a one-day training session summer 2026 CAMP (Commission Assistance & Mentoring Program)**

Ms. Patterson commented that Dan Everhart from the State Historic Preservation Office (SHPO) has asked if we could host a one-day training in the summer of 2026. We would provide the room, which would be the Library Community Room. This would be the City's in-kind match for the grant funds. SHPO would like to see this training happen annually and rotate to different parts of the state every three years. If we are willing to host this in 2026, we could get all of the CLG members in this part of the state for the one-day training session. We do not have to have a cash match and not everyone from the commission has to attend. It also wouldn't limit our ability to apply for CLG grant funds.

Chairman Burns stated he did attend a CAMP training at the College a few years ago and it was very informative. He is in favor of this.

Commissioner Anderson made the motion to host a one day training session in the summer of 2026, seconded by commissioner Sardell. Motion carried.

### **Demolition Review Subcommittee & Logistics**

Chairman Burns stated he feels there needs to be just one person driving by, taking photos and maybe just having 3 members on the subcommittee that could maybe just talk via phone or email about the condition of the home. He is happy to be on the subcommittee.

Commissioner Anderson asked how many permits could be coming in?

Ms. Patterson replied, there is no way of knowing. She has one demolition permit application right now that she is looking at. She will be putting together a form letter that could get put into the permits program for each demolition permit subject to HPC review.

Commissioner Sardell would like to be on the subcommittee along with Commissioner Anderson.

Ms. Patterson stated when a demolition permit comes in to the building department, either she or Ms. Clark can send a copy of the demolition permit and the photos to the three subcommittee members and then figure out who would be available who would do the drive by. The subcommittee can make the phone calls to each other and see what steps need to be taken next.

#### Downtown Survey Kickoff Meeting

Chairman Burns stated that Diana Painter is on board and she would like to have a meeting with the commission the sooner the better.

Ms. Patterson has looked at the commissions schedule for January 22 and February 12 and 26, the workshop is on January 8 and both dates are available in February. Ms. Painter would like to meet in person and do a drive by of the survey boundaries with a couple of the commission members while she is here.

Commissioner Anderson made the motion to have a kickoff meeting on January 22 with Diana Painter, seconded by Commissioner Miller. Motion carried.

#### Government Way Corridor Focus Group Meeting – January 15 at Noon

Chairman Burns stated that Commissioners Emerson and Shaffer have been speaking with some neighbors and doing some leg work to see if the neighbors would like to have some rules put in place regarding their neighborhood.

Commissioner Emerson stated he hopes about 10 people would be participating including some commissioners. He has been in contact with Art Grant, Mr. and Mrs. Roberg, Mike Dodge and Zoe Ann Thurman.

Chairman Burns commented that he would like to have an outline of what is going to be presented on January 15<sup>th</sup>, He would like it at City Hall because of the location and that that Teams can be utilized. He would like to talk about it further at the retreat.

Ms. Patterson suggested one of the points that needs to be spoken about at the focus group is to ask the neighbors if they want to opt in and create their own Historic Overlay District, which could potentially have certain design standards. They could offer suggestions for considerations such as do they want to have all of the accessory buildings have the same kind of roof pitches, or use the alleys for access, etc.

Chairman Burns replied the historic overlay option would be the neighborhood putting rules on themselves. The Fort Grounds did something similar to this a few years ago (with their single-family detached only special use permit designation). There might be a lot of short term rentals in this neighborhood and absentee owners. We need to see if there is an appetite to move forward.

Ms. Patterson replied they also could discuss becoming a local Historic District.

Commissioner Sardell suggested that instead they lead off with positive questions and not talk about restrictions or rules. She said that asking the Focus Group members what they love about the neighborhood and what they would like to preserve would be a better way to start the conversation.

Chairman Burns stated he would like commissioners Emerson and Shaffer to sit down with him at the beginning of the New Year and brainstorm exactly how to present to the focus group. Commissioner Emerson would like commissioner Shepperd to join the discussion as well.

#### Retreat Agenda Items and Logo

Chairman Burns stated the Museum is slated to open in April of 2025. He would like to have the commission present for that opening and have the HPC banners ready for that. Chairman Burns also asked again if the Commission wanted to pursue a CLG grant.

Ms. Patterson mentioned this was a discussion at last month's commission meeting and the committee decided not to pursue CLG grant funds this year so that they could focus on other projects, and Commissioner Sardell had suggested that some survey work on City Park might be helpful to determine eligibility for a nomination. Additionally, Ms. Patterson said there isn't enough time for her to bring forward a request to City Council to apply for CLG grant funds by the deadline. There was some discussion about getting input from Dan Everhart with SHPO on their appetite to support historic landscape nominations for parks.

#### Other historic preservations priorities and concerns

Commissioner Emerson asked about the Heart of the History award.

Chairman Burns replied that this will tie into the May Preservation Month discussion at the Retreat.

Commissioner Emerson stated he still likes the PJ Johnson House as a possible award nomination.

Ms. King asked if the commission does more than one award? She was asking if the commission would consider giving an award to the developer who purchased the Roosevelt Inn because they decided not to tear it down in response to the public input. Maybe if the developers are more aware of old structures, they will give pause before they demolish the structures.

Commissioner Shepperd stated an award could be given that is worthy of recognition would be where Mix It Up home store is located. He said they took down the fake façade at 513 E Sherman and returned it to its historic nature. This was the site of the original Liberty Theater.

#### **TRACKING TIME:**

Chairman Burns reminded the commission to track their time.

#### **ADJOURNMENT:**

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

The meeting was adjourned at 12:59 p.m.

Submitted by Traci Clark, Administrative Assistant





# Logos

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