

## **HISTORIC PRESERVATION COMMISSION AGENDA**

**City Hall – Conference Room #6**

**July 24, 2024**

**12:00 P.M.**

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

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

### **MINUTES: \*\*ITEMS BELOW ARE CONSIDERED TO BE ACTION ITEMS\*\***

June 26, 2024 – Historic Preservation Commission Meeting

### **PUBLIC COMMENTS:**

### **STAFF COMMENTS:**

### **COMMISSIONER COMMENTS:**

### **ONGOING PROJECTS/PLANNING/AWARDS: \*\* ITEMS BELOW ARE CONSIDERED ACTION ITEMS\***

- Garden District Nomination Update (CPC Grant) (*Burns*)
- Downtown Reconnaissance Survey (CPC Grant)
- Downtown & Infill Development Standards & Design Guideline Review (*Burns/Miller/Sardell*)
- Definition of Historic Building request by DC/Infill Working Group (*Sardell*)
- Demolition Review Authority and Process (*Burns*)
- Possible Historic Overlay Districts
  - Government Way Corridor Outreach, Questionnaire, Survey of Properties (*Anderson, Burns, Emerson*)
  - *Other?*
- Other historic preservation priorities/concerns

### **Calendar**

- Identify public meetings, stakeholder outreach, deadlines and target dates

### **Assignments/Subcommittees**

### **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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## HISTORIC PRESERVATION COMMISSION

### MINUTES

June 26, 2024

City Hall – Conference Room #6

#### COMMISSIONERS PRESENT:

Walter Burns, Chair  
Anneliese Miller, Vice Chair  
Doug Harro  
Shannon Sardell  
Rick Shaffer  
Dan McCracken  
Sandy Emerson

#### STAFF MEMBERS PRESENT:

Hilary Patterson, Community Planning Director  
Traci Clark, Admin. Assistant  
Kiki Miller, Council Liaison (On Teams)

#### Commissioners Absent:

Ann Anderson, Secretary  
Tyler Douglas Lowe

#### 12:04 p.m. CALL TO ORDER:

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

Motion by Commissioner Miller, seconded by Commissioner McCracken, to approve the minutes for May 22, 2024. Motion carried.

#### PUBLIC COMMENTS:

None. (*Note: Deb Mitchell arrived late and provided public comments during the commission discussion*)

#### COMMISSION COMMENTS:

None.

#### STAFF COMMENTS:

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

- The moratorium was approved by the City Council. This will be in effect until December 17, 2024. There was a press release and a story by KREM TV. The building department will be sending information on the moratorium to all of the demolition contractors. There will also be printouts downstairs in the building department with the press release and a list of the address affected.
- The Historic Preservation Commission was asked to submit the Orchid Award nomination for the Hamilton House. This was done on Monday June 24, 2024. She would like to thank Chairman Burns and Commissioner Sardell for working on this effort as well.
- The billboard code was approved by City Council. They did leave the setbacks in place and the requirement for a public hearing. This protects the sensitive areas of the community – the residential neighborhoods, historical districts/properties, churches, schools, parks and cemeteries.
- She received an email from Deb Mitchell asking to add two more properties to the demolition

watch list – 914 & 918 Government Way. The roofs are covered in moss and they look like they are ready to fall down on their own. Ms. Mitchell would like for the building department to flag them for demolition permits to allow for a courtesy review just to see if there can be photos taken and maybe some salvage could take place.

Commissioner Sardell commented that these are amazing resources that are indicative of what downtown Coeur d'Alene properties looked like. They are relatively intact – they may just need new roofs. But the look of a roof does not necessarily convey what is going on with the structure. She wonders if there is a demo permit pulled.

Ms. Patterson stated she will look into it.

Chairman Burns stated it depends how much damage has occurred on the inside of the building, not just what we can see on the roof.

Commissioner Emerson stated that Ms. Mitchell contacted him yesterday and asked how she could get inside the building so she could take some pictures. There was a Judge that lived there years ago, Maxine Whitney. Maybe she could go over and knock on the door and ask to go inside and take some photos.

Commissioner Sardell stated she would be willing to go over and offer her time to the homeowner to evaluate the home.

Commissioner Emerson stated he will knock on door and introduce himself after the meeting.

Commissioner Emerson asked about the Hagadone Corporation demolishing the two buildings on Sherman Avenue for the new development they are buildings and how that fits in with the new moratorium.

Ms. Patterson stated the Hagadone project will not be started until February of 2025. The applicant has been informed that the commission doesn't have an interest in preserving those two structures. The former bank building is under 50 years of age. Staff has requested that the commission or museum be able to do some photo documentation before the structures are demolished.

Commissioner Sardell stated she would be happy to spend some time taking photos and a walk through for any kind of documentation.

#### Garden District Nomination Update

Chairman Burns there are none. The National Parks Service has 90 days to review the report which was on May 18, 2024. It will take up to 90 days and there is some back and forth between SHPO and the Parks Service. This should be done in mid-October with the Garden District being on the National Register of Historic Places by the end of the year.

#### Downtown & Infill Development Standards & Design Guideline Review

Chairman Burns stated the Working Group meetings are taking place right now. The updates were last done around 2008. He is pushing for height limits on Sherman Avenue between 2<sup>nd</sup> and 6<sup>th</sup> or 7<sup>th</sup> Streets, and maybe on Lakeside and Front Avenues too. John Mueller is in the Working Group. He suggested to look into façade preservation on Sherman Avenue. The concept is you tear everything down, except the façade, and you put a steel frame behind it. The façade remains as it is. There is also the option to go up with new development above the preserved façade, such as the building that burned on 4<sup>th</sup> Street and Lakeside Avenue. If there are any ideas that the committee has, he will take back to the group.

Commissioner Emerson stated the building on 4<sup>th</sup> Street and Lakeside Avenue really maintained the character of the downtown by preserving the brick façade. For the preservation of the Elks building and the old Wigget building, the developers talked to John Swallow at the Depot before they did the work to see how he did the work. So, his example on restoring the Depot went along way.

Chairman Burns stated when there is an old building there is some sort of degree of creativity to preserve the old façade.

Definition of Historic Building request by DC Infill Working Group

Commissioner Sardell commented that it's worth tossing around to the rest of the group "what is historic?" She states that Ms. Patterson came up with a possible definition and she mentioned 50 years of age or older, significant contribution to CDA history, or significant contribution to history in general (i.e. architectural, railroad, forest history). Shannon found similar definitions. She was trying to keep it as regional as possible here. She thinks that height restrictions is great. Talking about façades or street facing elevations, she would support having a setback before they build up behind it with a new building, so it is given prominence to the historic character. There is an architectural check list that the National Park Service has put out that would be worth reviewing. She asked staff to send it out to the commission.

Chairman Burns commented that he has the definition of Historic Preservation. It generally refers to anything on the National or local historic register. There is not a local register but the commission is working towards that.

Commissioner Sardell stated that is a broad scope and Coeur d'Alene's definition absolutely needs to work towards local significance and what would qualify. We are working with a whole host of other issues from parking and driveways, circulation, spaces, and signage. There are a lot of different players. She would like to provide room for innovation but within a context of the nature of Sherman and Lakeside and Downtown, and whether it's walkable.

Chairman Burns stated the idea of façade preservation that can fall into that.

Commissioner Emerson stated since Chairman Burns mentioned the National Register of Historic Places. he has an update on the Depot. The nomination has been submitted and the State (SHPO) is looking at it now.

Emergency Ordinance/Moratorium on Demolition of Historic Properties

Chairman Burns stated there was an article in the Spokesman's Review regarding the moratorium. There were a few negative comments towards the commission talking about the property rights. He would like the commission to read the article in case the public brings it up to any of the commissioners.

Commissioner Miller asked if there had been any letters to the editors regarding this as well.

Ms. Patterson stated none as of yet. There were some positive comments with some emails being appreciative of the moratorium.

Commissioner McCracken stated he saw positive feedback as well.

Ms. Patterson stated that she received only one email with questions about the moratorium, but it was regarding a residential property it would not apply to the residential neighborhood. So there was no issue.

Commissioner Emerson stated he belongs to a club called the Old Geezers and their comment was "it's about time." They think it's a good thing.

Chairman Burns stated that Ms. Patterson will email the commissioners the article from the Spokesman's Review.

Ms. Patterson updated the commissioners regarding The Roosevelt Inn. She said that Blue Fern is moving forward in good faith to preserve the building. They have submitted an application to do a project review meeting with staff and asked for the FAR bonuses developing the Town Houses around it by preserving the historic. They have also reached out to the State Historic Preservation Office and talked to Dan Everhart about the façade easement. These are all positive things.

Commissioner Harro asked if there were any railroad easements affecting any nearby properties.

Commissioner Emerson stated there were some problems in the past with the property behind the Roosevelt. The Urban Renewal Agency tried to buy the property to build affordable housing years ago but the deal fell through.

Commissioner Harro asked how do you get rid of a railroad easement.

Commissioner Emerson replied that the former City attorney was a railroad employee and he did get that accomplished on many properties including across the Coeur d'Alene Resort property. It was not easy. There is a land holding company for the railroads Glacier Property. That is how they operate.

Demolition Review Authority:

Chairman Burns stated this is something we need to get on top of very quickly. He put together a suggested list for historic properties that included the following items for discussion:

1. Permit applicants must present plans for what will replace the demolished building before a permit may be issued. (All buildings?)
2. The HPC will review any applications and replacement plans for any buildings within defined historic parameters. Parameters TBD. (we need to set what those will be, by age, map we need to define these).
3. At the discretion of the HPC, permit applicants may be required to appear before the HPC for a discussion of the proposed replacement plans. (maybe we look at, we the building will be to far gone, already)
4. The applicant must provide x days free access to the building before demolition so that the HPC and MNI (Museum of North Idaho) may:
  - a. Document the interior and exterior of the building to be demolished, and
  - b. Salvage any materials they deem important.

Commissioner Sardell stated when it comes to salvaging, this could be great. But there could be some monetary costs in that. We might not want to attach the cost now. We might want to negotiate cost. This might get sticky and could hang up the process. She does not want to make this a financial burden on the homeowner.

Commissioner Emerson stated there is a cost to even remove windows or recover doors, etc. and maybe restore it. He suggested maybe this commission can go over on a weekend and use their time and expertise on some of those items.

Deb Mitchell, community member and volunteer with the Museum of North Idaho, stated she would like the commission to put in some kind of verbiage to salvage any historic items that have value and maybe someone can salvage them and coordinate with volunteers or the HPC members. That way people might keep things from going to the dump.

Chairman Burns suggested contacting Browns Building Supply or other salvage companies that might come in and pay to salvage items.

Commissioner Harro suggested putting on the demo permit that some historic pieces could be worth money. Salvaging is also of environmental interest because it is being recycled and not sent to the landfill.

Commissioner Emerson stated that there are demolition projects in another state or city where John Swallow went to an auction and he bought the flooring from a house from 1908 and brought all of it back here to Coeur d'Alene and he reused it.

Chairman Burns commented we need to start defining what the permit process is; we need to focus on that sooner rather than later.

Ms. Patterson stated other communities in Idaho have added the demolition review authority and demolition review process. The State Statutes provide for the process. the common thing is most of them have the certificate of appropriateness. If the HPC wants this process and the certificate of appropriateness, we need to add this to the code for City council to consider adopting. We also need to figure out if the full commission or a subcommittee would review a demolition request. We had talked about this long ago. The subcommittee can be more nimble. We need to be aware of the delay for having a permit reviewed. If someone has to wait a month and a half to get scheduled to come before the full HPC, that might not be well received. We need to be a little more streamlined in that process.

Commissioner Sardell stated she gave the flowchart out regarding the Maryland checklist. There are certain time delay items. She has worked with a couple of Historic Preservations Commissioners where planning will receive them and it is an automatic thing to put the demolition review request at the top of the HPC meeting agenda. It comes up monthly and the longest wait is 6 weeks. Maybe we need a group that can review in between those monthly meetings. It might change their minds on what they will demolish because of the time delay.

Commissioner McCracken stated it does seem like some kind of a hierarchy makes sense. At the bottom of the barrel, you have an outbuilding and maybe at the top we can have the non-residential structures. They are more public buildings that are tied to the appearance of the community and the historic nature. Maybe we should consider having a public hearing of some kind.

Chairman Burns stated that maybe the application needs to state they need to provide plans for what is going to replace it, excluding a shed or a garage.

Commissioner Sardell stated she looked up who has a moratorium in place around the U.S. She found examples in CO, MA, TX, and MT. We can take a look at a couple of these and maybe have a list by the next meeting. We need to see what we can do within the framework of the Idaho State Statutes. This will be important.

Chairman Burns stated, yes take a look at this do some research and bring some of the info back to the next sub-committee meeting. Let's focus on this and talk about specifics of what we would like to propose and bring it back for a vote at the next full meeting in July.

#### Possible Historic Overlay Districts

Chairman Burns stated last month's meeting the commission wanted to have Lakeshore be the priority but since that time there has been quite bit of discussion at the sub-committee level that maybe we focus back to Government Way corridor. It is more of an established neighborhood and there is interest and contacts that have been made. The Lakeshore Drive folks are a lot of new owners, so they might not be as sympathetic. Government Way has more threat to the buildings. They are starting to tear down more of the older buildings. We need to take a vote on that.

Commissioner Emerson would like to make a motion to reinstitute Government Way as a priority of a Historic Overlay District, seconded by Commissioner Sardell. Motion carried.

Commissioner Emerson stated he spoke with a few neighbors and they are willing to help out and are very supportive. Many are older folks. Years ago, they wanted to cut some trees down on the boulevard. Part of it was Federal mandate on the visual traffic situations and they fought it and won. They formed an association to do that. They formed this about 20 years ago or more.

Chairman Burns stated he would like Commissioner Emerson to spearhead contacting the neighborhood and Chairman Burns would help. Commissioner Emerson will get the names. He would like to have a meeting and get the questionnaire that the commission has put together.

Deb Mitchel stated she will help and she thinks that Dan Gookin is the Precinct community member lead member for this neighborhood.

Commissioner Shaffer asked what the boundaries were.

Chairman Burns replied it is three areas. We thought it could be broken down individually. There is the Government Way corridor itself - the start of the homes on Government Way to Harrison. The neighborhood to the West = the ABC Streets. To the East, from Government Way to 2<sup>nd</sup> Street. It still needs to be determined the exact boundaries. Maybe try to get a feel with a questionnaire to see if one area doesn't support it. We do need to vote on it at some point.

Commissioner Emerson stated the commission did the Garden District as a District that included side streets. It can be done that way for the Government Way corridor too.

Chairman Burns stated that Commissioner Emerson will take the lead on that and Deb Mitchell will help in the month of July. Zoe Ann Thurman stated to Chairman Burns previously she would help going door-to-door.

Deb Mitchell stated she can help out in the museum. She can get photos as well.

Commissioner Sardell stated she will help with the demolition permit review process. This will take a lot of effort.

Chairman Burns stated that if the subcommittee group can work on specific tasks that would be great. Maybe we should break the sub-committee up in groups and have those groups meet in different times. We need to move this forward more quickly with small groups.

Commissioner Miller suggested emailing the commissioners what groups they will be tasked to do since we are running out of time today.

#### Downtown Reconnaissance Survey

Ms. Patterson stated she reached out to Maria Rachal with SHPO to find out the status of the grant agreement because she has not seen anything as of yet. Getting the grant agreement determines when the commission can do the request for the proposals.

Other historic preservation priorities/concerns

None.

Commissioner Sardell states that SHPO is having to move out of their office for restoration. They are all scattered in other locations. So, they may not be able to respond quickly during the transition.

Demolition Review Authority

None.

**Calendar**

Identify public meetings, stakeholder outreach, deadlines and target dates

Chairman Burns stated we do need to get established with these two major projects that we have been talking here. We do need to come up with some timelines and deadlines and figure out who is going to be doing what projects.

Other Historic Preservation Priorities/Concerns

None.

**TRACKING TIME:**

Chairman Burns reminded the commission to track their time going back to 2023 and send it to Commissioner Anderson, Ms. Clark or Ms. Patterson. Please include your time for any meetings, offsite work, City Council meetings, research, reviewing the packets, HREI, etc.

**ADJOURNMENT:**

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

The meeting was adjourned at 1:00 p.m.

Submitted by Traci Clark, Administrative Assistant