

HISTORIC PRESERVATION COMMISSION AGENDA

Hybrid Meeting Zoom/In person

City Hall – Conference Room #6

October 27, 2022

ZOOM LOGIN INFORMATION

THANK YOU FOR JOINING OUR VIRTUAL MEETING. PLEASE FOLLOW THE ZOOM INSTRUCTIONS BELOW TO PARTICIPATE AND MUTE YOUR MICROPHONE/PHONE UPON JOINING.

Join by Computer <https://cdaid-org.zoom.us/j/95511362177?pwd=RTUrdlFuendocUpmNDNqQIRqRE1xUT09>

Join by Phone (Toll Free): 888 475 4499 or 877 853 5257

Meeting ID: 955 1136 2177

Passcode: 246148

4:00 P.M. CALL TO ORDER:

ROLL CALL: Walker, Emerson, Straza, Lowe, Burns, Marienau, Miller, Mueller, Sardell

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

August 25, 2022

PUBLIC COMMENTS:

STAFF COMMENTS:

SUBCOMMITTEE REPORTS:

- **Awards:** (Establish voluntary program and certificate of appropriateness; Building Heart Awards) Chairman Walker, Commissioner Mueller, Commissioner Emerson
- **Planning/Ongoing Projects:** (Infill standards for existing infill districts and Historic Overlay Areas and Garden District Nomination and Local Register) Commissioner Burns, Vice Chair Miller, Commissioner Marienau, Commissioner Straza, Commissioner Lowe, Commissioner Mueller

OTHER BUSINESS: ****ITEMS BELOW ARE CONSIDERED TO BE ACTION ITEMS****

- Idaho Heritage Conference Highlights – Shannon Sardell, Tyler Douglas Lowe, Lisa Straza
- Update on Mayor's Historic Preservation Awards (plaque, timing of award, communication, logo, etc.) – Sandy Emerson
- Update on Logo Design – Walter Burns
- Proposed Merger of Subcommittee Meetings – Lisa Straza
- Historic Walking Tour- Lisa Straza
- November/December Historic Preservation Commission meetings – Hilary Patterson

TRACKING TIME:

COMMISSION COMMENTS:

FUTURE AGENDA ITEMS: ****ITEM BELOW IS CONSIDERED TO BE AN ACTION ITEM****

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.

**HISTORIC PRESERVATION COMMISSION
MINUTES**

AUGUST 25, 2022

**Hybrid Meeting Zoom/In person
City Hall – Conference Room #6**

COMMISSIONERS PRESENT:

~~Dave Walker, Chair~~
Anneliese Miller, Vice Chair
Jon Mueller
Walter Burns
~~Tyler Douglas Lowe~~
Lisa Straza, Secretary
Alexandria Marienau
~~Sandy Emerson~~
Shannon Sardell

STAFF MEMBERS PRESENT:

Hilary Anderson, Community Planning Director
Shana Stuhlmiller, Admin. Assistant

CITY COUNCIL ABSENT:

Kiki Miller, City Council

COMMISSIONERS ABSENT:

Dave Walker
Tyler Douglas Lowe
Sandy Emerson

4:00 p.m. CALL TO ORDER:

ROLL CALL: Walker, Miller, Straza, Lowe, Burns, Emerson, Marienau, Mueller, Sardell

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

Motion by, Burns, seconded by Mueller, to approve the minutes for June 23, 2022. Motion approved.

PUBLIC COMMENTS:

Vice Chair Miller announced that we have two guests in attendance Diana and Steven Nolan.

STAFF COMMENTS:

Hilary Anderson, Community Planning Director, provided the following statements.

- She announced that we did get support from the Mayor Hammond and Troy Tymesen, for the Historic Preservation Award.
- The Idaho Heritage Conference that is on September 19-23 which conflicts with our September Historic Preservation Commission meeting and suggested we either cancel or reschedule the meeting.
- She commented that she had a discussion with Dan Everhart, SHPO about the progress on the Garden District survey who said they haven't completed their review since they are short staffed and stated that they will make this a priority including the verification of the boundaries. She added that we don't have any news yet from the National Parks Service that our funding grant which he expects we will receive but cautioned against moving ahead. She added that we can proceed with a draft RFP but not send out until we get funding.

- She explained that she has done some additional research with our city attorney and Dan Everhart looking at two “pathways“ where were going to do a local district/local register including landmark properties that fits under state statues that require to review everything versus a historic zoning overlay. Commissioner Straza stated that she didn’t understand and thought Mr. Everhart said we could follow the state’s process. Ms. Anderson clarified that Mr. Everhart isn’t an attorney and didn’t want to speak for any community so some communities may offer a “path forward” but we need to follow the advice of our legal staff regarding risk and feels that we could do everything under the zoning code. There is a question about the desire of the commission to have demolition review authority. Mr. Everhart thought that might be a beneficial tool if we want to have oversight demolishing historic buildings but would still need to discuss with our legal staff to see if that could be done with the historic zoning overlay.

Commissioner Burns inquired under the State Statues are we required to do the “opt in” with the neighborhoods. Ms. Anderson commented that she’s not positive and in past meetings with Mr. Everhart talked about the “50 + 1” and maybe commissions could suggested for the zoning overlay use the same threshold as the State Statutes and take it to council. They might agree to this threshold, or they may prefer to use the process in place for the single-family only special use permit. Commissioner Burns explained that it is tough dealing with a lot of out of state owners and rentals – it is difficult to contact them. Ms. Anderson suggested if we scale back and not do all things reviewed under the State Statue that would be better. She suggested the commission come up with a list of things that are appropriate for the commission’s review and that legal can compare to the State Statues and verify if the zoning overlay would be the appropriate “path forward” Commissioner Burns inquired how we get a threshold. Ms. Anderson suggested talking to the different neighborhoods to see if they want to join.

SUBCOMMITTEE REPORTS:

- **Awards:** (Establish voluntary program and certificate of appropriateness; Building Heart Awards) Chairman Walker, Commissioner Mueller, Commissioner Emerson

Commissioner Straza clarified from staff that we got the go ahead for the mayor’s award and that Commissioner Emerson was contacting a company in the city to get an estimate on cost for the plaque.

Vice Chair Miller commented that this afternoon we received an email from staff regarding the Orchid Awards that is done by the City of Moscow that could be similar to how we do our awards. Ms. Anderson stated that she is friends with a planner there and if we need any information regarding this award, she would be happy to contact him. She added that Shana had a great idea once we start awarding these historic awards to post them on the website show a picture of the one that won. Commissioner Sardell suggested using a different name if we decide to use some of the things in the Orchid Award since Preservation Idaho also uses the name for their Orchid and Onion Awards.

- **Planning/Ongoing Projects:** (Infill standards for existing infill districts and Historic Overlay Areas and Garden District Nomination and Local Register) Commissioner Burns, Vice Chair Miller, Commissioner Marienau, Commissioner Straza, Commissioner Lowe, Commissioner Mueller

Commissioner Burns reported that our committee discussed the overlay code and after discussing looks like that some of those might pertain to us but getting the neighborhoods to buy in is another hurdle to cross and helpful to have staff attend who could answer questions. Vice Chair Miller commented in our subcommittee meeting trying to implement more historic clarification looking at infill areas.

Commissioner Straza suggested starting with the Garden District and Commissioner Burns added that the Garden District won't be done until 2025 and suggested we start with the nomination process and get feedback from the community and then go back and have a better list of people.

Commissioner Burns announced on Sunday, September 18th the Garden District is having its annual picnic at Phinney Park from 4:00 to 7:00 p.m. with the goal of getting a database started.

OTHER BUSINESS: **ITEMS BELOW ARE CONSIDERED TO BE ACTION ITEMS**

- Discussion on Mayor's Historic Preservation Awards (plaque, timing of award, communication, logo, etc.)

Commissioner Mueller stated he is ready to get started with the awards program. Commissioner Burns passed out a copy of a draft logo to use for the Historic Preservation Commission. Ms. Anderson stated Council Member Miller is super excited about the awards program and asked us to consider sending out invitations and letting other committee/groups know when these will be scheduled to make sure the program has visibility and support from the community.

Vice Chair Miller suggested that the subcommittee do more work discussing how the process will be when giving out these awards. Ms. Anderson added more discussion about what categories will be used and suggested a write up on the history of how these awards were started.

Motion by Mueller, seconded by Straza to table the discussion to the next meeting. Motion approved.

TRACKING TIME:

Commissioner Straza reminded the commission to please track your time. Ms. Anderson reminded the people who will be attending the Idaho Heritage Conference that should amount to a lot of time.

FUTURE AGENDA ITEMS: **ITEM BELOW IS CONSIDERED TO BE AN ACTION ITEM**

- Subcommittee to work on the awards and report at the next meeting.
- Commissioner Burns requested getting badges.
- Provide feedback on the design of the logo.
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ADJOURNMENT:

Motion by Walter, seconded by Sardell, to adjourn the meeting. Motion approved.

The meeting was adjourned at 4:35 p.m.

Submitted by Shana Stuhlmiller, Administrative Assistant