

HISTORIC PRESERVATION COMMISSION AGENDA

City Hall – Conference Room #6

September 20, 2023

12:00 P.M. CALL TO ORDER:

ROLL CALL: Burns, Emerson, Lowe, Marienau, Miller, Anderson, Sardell

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

August 23, 2023

PUBLIC COMMENTS:

STAFF COMMENTS:

PRESENTATION:

Centennial Trail Foundation- Historical sign project

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

- **Subcommittee Reports & 2023 Work Plan Project Updates:**
 - Historic Building Materials Guide, including Wood Window Research
(Burns, Sardell and Lowe)
 - Infill Guidelines, Historic Overlay Zone, and Local Districts
(Anderson, Miller, Burns, Marienau, Sardell, Lowe)
 - Awards/Outreach
(Emerson, Burns, and ??)

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.

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.

**HISTORIC PRESERVATION COMMISSION
MINUTES**

AUGUST 23, 2023

City Hall – Conference Room #6

COMMISSIONERS PRESENT:

Walter Burns, Chair
Ann Anderson
Sandy Emerson
Shannon Sardell

STAFF MEMBERS PRESENT:

Hilary Patterson, Community Planning Director
Shana Stuhmiller, Admin. Assistant

CITY COUNCIL LIASON ABSENT:

Kiki Miller, City Council

COMMISSIONERS ABSENT:

Anneliese Miller, Vice Chair
Tyler Douglas Lowe
Alexandria Marienau

12:00 p.m. CALL TO ORDER:

ROLL CALL:

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

Motion by Anderson, seconded by Sardell, to approve the minutes for July 26, 2023 . Motion approved.

PUBLIC COMMENTS:

Roger Smith stated that he is a longtime resident of Coeur d'Alene and is impressed with what the Historic Preservation Commission is doing. He complemented the historic information and resources on the city's website too..

STAFF COMMENTS:

Hilary Patterson, Community Planning Director, provided the following statements:

- We have two vacancies on the commission with the second one for a member of the Coeur d'Alene Tribe.
- She stated that the Idaho Heritage Trust Board will be holding a reception in September. Commissioner Sardell announced that they have chosen to do their fall meeting in Coeur d'Alene. The dates are September 14-16 with a reception on the evening of September 15 and that staff has given her the Historic Preservation Commission members' and City Council members' email addresses for invitations to that event. The Kootenai County Historic Preservation Commission will also be invited. She added that it will be held on Friday evening but was not sure of the location yet. She encouraged everyone to come. Commissioner Burns just received a text on where that event will be - it will be at Season's on Friday, September 15 starting at 5:30 p.m.
- Ms. Patterson continued that the Idaho Historic Sites Review Board is looking for a location to meet here in Coeur d'Alene. Initially, that they were going to meet in Wallace, but decided it made more sense to meet in Coeur d'Alene. She inquired if anyone might know of a place they could meet. Commissioner Anderson stated that they could use her office.
- Ms. Patterson announced that she had the opportunity to tour the Masonic Temple Building on Sherman and met with the new owner who stated that they recently remodeled the upstairs and offered the Commission a tour or to do a workshop at that location.

- She stated that she will be out of town in September which conflicts with the Historic Preservation Commission meeting that month. She offered that the commission could cancel the meeting in September or have the meeting earlier in the month. Chairman Burns stated that he would like to still meet in September and announced that the Centennial Trail Foundation is working on placing historical markers along the trail highlighting various historic events and that the Trail Foundation met with Kootenai County Historic Commission. They would like to schedule a meeting with this commission to work together on this project. He added that we would be meeting with Doug Eastwood and Jon Mueller. The commission suggested to have the Historic Preservation Commission meeting on September 20. Ms. Patterson commented that she would look at room availability and will email the commission if that date works. Commissioner Emerson suggested doing a meeting in some of these historic buildings to have a chance to see them. Chairman Burns suggested starting with the Jewett House.

PRESENTATION:

Jewett House Update on Garage Reconstruction – Bill Greenwood, Parks and Recreation Director

Mr. Greenwood provided the following statements:

- He explained that Councilmembers Gookin and Miller came to my office a few months ago and stated that the Jewett House lacked amenities such as a commercial kitchen and upgraded restrooms. They were interested in seeing the potential revenue increase if the facility was upgraded for events. He said that would be nice to do those upgrades, but there isn't enough space to accommodate that type of a kitchen and that there were limitations with how the revenue can be used. He said most people who have events at the Jewett House bring in food trucks, which works well and removes the need for a commercial kitchen.
- He explained that for the Jewett House we found a "niche" for people that can use the facility for \$1,000.00 for half of a day.
- Mr. Greenwood explained that the facility use permit wasn't updated and in that original permit it stated that activity was limited to just senior activities so the permit was updated to allow things like wakes, retirement / birthday parties and Bridal Showers that were outside of the wedding category, whereas before the use was limited to weddings only. He noted the biggest revenue we collected was \$14,000 and when he became director he pushed for more activities with an increase to revenues that were \$50,000. He said the revenue numbers will be around \$50,000 again this year with the house being booked up with weddings.
- He explained that in 2015 the front of the house got taken off in a wind storm. They looked at the original plans and now the front of the house looks like it did many years ago. We have done a good job trying to keep with the historic look of the original home. He added that we had to replace the sewer line and, at the time, we knew we would be replacing the garage, so we added an additional sewer stub to provide restroom facilities outside for wedding events.
- He explained that something else we need to replace is the electrical panel in the house, which is old. We will replace the panel and eliminate all the wall sockets. They will come through the floor with covered brass plates. Once we receive more revenue, we will upgrade the electrical outlets on the upper level.
- He explained that the reason for the garage remodel is that a ponderosa tree fell across the garage from the east and took out the entire front of the garage. He explained that the insurance company gave the City \$119,000 to replace the garage, which wasn't enough, and that he and staff estimated that the cost would be over \$200,000. It took him over a year to figure out the insurance. He found a document stating that a depreciation was done on the garage so he contacted John Getty, who is an appraiser and was also puzzled by the dollar amount. Mr. Greenwood said he was finally able to verify with the insurance company that they would pay the actual replacement cost. He was able to get the cost down by having Aspen Homes reduce their labor costs. To recognize their donation, the garage will have their name on it. He provided an overview of the features of the new garage. It will have a slightly reduced roof pitch, as compared

to the original garage, The siding is the same as the main house. They decided to move the garage structure to the east to open up the backyard and tuck it into some maple trees. The new garage will have ADA restrooms for men and women.

Commissioner Anderson inquired if parking could be increased. Mr. Greenwood explained that we are looking at changing the parking and that they might be able to add three or more stalls to the north. They considered adding a deck off the main house, but most families like to be out front looking at the lake.

Commissioner Emerson inquired if any of the historical aspects were preserved with the new garage and if the repairs matched what was on the original building. Mr. Greenwood explained that the siding is the same as the main house, other than the wood material as that is not available. He added that he only had a budget of \$120,000 to work with. They received another bid that came in at \$250,000 and Aspen Homes had a bid of \$173,000. Mr. Greenwood indicated that they were trying to minimize the emphasis on the garage by nestling it in with the maple trees. The Jewett House is where they focused on restoring the historic aspect of the front porch.

Commissioner Sardell commented that she was glad to hear that the kitchen will not be upgraded to a commercial kitchen since the upgrades are expensive and most people will hire a food truck for catering. Mr. Greenwood explained a lot of people request refrigeration and that we will provide additional electrical outlets in the new garage for the use of another refrigerator. Commissioner Sardell said it was unfortunate the garage was damaged from trees but she was glad to hear it will be restored as much as possible to the original look. She added it would have been nice to restore it to the "purest" form but understands reality depends on budget.

Chairman Burns said he is pleased with the outcome and inquired if the plumbing has been redone. Mr. Greenwood answered no but that a new sewer stub has been installed to allow for the new restrooms in the garage. He explained that for events they have had to limit the use of restrooms inside the Jewett House to the wedding party and that other guests would have to use a porta potty. The house only accommodates 30 people. He added that we thought about redoing the basement for the grooms to use but would need to put in stairs that would have to be ADA accessible and that would be expensive. Chairman Burns inquired what is the condition of the plaster wall inside. Mr. Greenwood said they look good with a concern that it smelled "musty" but that they haven't seen any signs of mold. Commissioner Sardell explained that the smell might have to do with the ventilation. She said that often in historic and older homes that when the house is closed up in the winter is gets musty but is fine with then house is open in the summer. She guessed it might be more of a circulation/ventilation problem. Mr. Greenwood thanked her for the great suggestion and said he has a person on staff that is very knowledgeable regarding these types of things and will look into the ventilation.

Commissioner Anderson suggested having our regular meeting at the Jewett House. Chairman Burns inquired if there are any grant opportunities from the Idaho Heritage Trust. Commissioner Sardell explained that the grant awards \$5-15,000 which is matched dollar for dollar with the grant cycle on September 30th of every year. They offer public/private repeatable grants. For example, one year the grant could pay to paint the siding and the next year it could pay for repairs on the chimney. Mr. Greenwood inquired if HVACs can be considered. Commissioner Sardell commented that she would have to look at the unit and explained that she works with them as a technical assistant going all over Idaho looking at properties. She said she would look into that request. Mr. Greenwood commented that the city is invested in this property and if something needs fixed they would find the money to do the repairs.

Chairman Burns thanked Mr. Greenwood for his presentation.

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

- **Nomination for Secretary**

Chairman Burns explained that Commissioner Straza has resigned her position with the commission and we will need a motion for the nomination of a new secretary. Commissioner Anderson stated that she would volunteer for the secretary position.

Motion by Emerson, second by Sardell, to nominate Commissioner Anderson as secretary. Motion approved.

- **Subcommittee Reports & 2023 Work Plan Project Updates:**

- Historic Building Materials Guide, including Wood Window Research
(Burns, Sardell and Lowe)
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- Awards/Outreach
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Commissioner Sardell commented that the last subcommittee meeting was very productive with a discussion about historic building materials and education. She questioned if this is something to put on the Historic Preservation Commission's website with all the links proving wood windows do come close to insulation values like vinyl and aluminum windows. She sent the information to the commission and asked for the group to decide the format needed to put the information on the website.

Commissioner Emerson commented at that meeting that the group discussed concerns with the White House (future home of the museum) and the way it has been renovated that didn't conform to Historic Preservation standards and that it would be great to have a tour to get more of an explanation on the changes to the building. Ms. Patterson explained that if it's the wishes to have meetings at various locations that the City will have to treat it as an official meeting and will need to advertise the meeting. Commissioner Sardell suggested scheduling the tour at the end of the October meeting or to do an extended meeting. The commission discussed various options for visiting multiple sites during a meeting, or spacing it out. They decided to do the tours of the Jewett House and Museum on different days.

Commissioner Sardell commented that she would like more time to work on the information on wood windows and Chairman Burns suggested that the commission members could continue the discussion at our next subcommittee meeting. Commissioner Sardell inquired what type of format this needs to be to be put on the City's website. Ms. Patterson stated it needs to be a PDF, but that she can easily convert the format and have it posted.

Commissioner Sardell suggested that the commission should start thinking about applying for another CLG Grant. They could start looking at another area in Coeur d'Alene for another Historic neighborhood to do a survey. She explained that the inventory of a specific location might highlight specific properties that are worthy of a nomination to the National Register or a local designation. She suggested getting the grant to do a survey to get more information. Chairman Burns suggested the Government Way corridor that has been discussed and that Zoe Ann Thruman was involved working on the Hamilton House and expressed she was willing to do leg work in the Government Way neighborhood. He suggested having her attend our November meeting. Commissioner Sardell suggested getting our information together to prepare for a December CLG grant request to SHPO. She said it would be helpful to have an expert to do the survey. Chairman Burns concurred and suggested the commission use the Historic Overlay tool (rather than the National Register of Historic Places) moving forward, but the Commission will still need to define what they would like the overlay to include.

Demolition permits: Chairman Burns stated that he recently sent out some information where in the Garden District a photo of a home that was demolished which was an art deco house has only one wall standing. He added that it was a shame that happened and that we previously discussed having a review/input on demolition permits. Commissioner Anderson suggested a temporary fix that not require a code amendment would be to create a one-sheet to go with a building permit application stating if you are considering a demolition the reasons for considering historic preservation. Ms. Patterson stated that is a great idea to attach the sheet to the building permit. She said she can ask our GIS person to do a query since we already have a map showing historic properties that are in the city and see if we can add another layer showing properties that are over 50 years old. That way staff could see properties of historical interest. Commissioner Sardell suggested working on a one-page draft that we could review at our subcommittee

Action items:

- Do a proclamation for the month of May as “Historic Preservation Month”
- Set up tours for the Museum, Jewett House and the Masonic Temple
- Schedule to do a presentation to City Council in November and before that meeting is scheduled discuss at a subcommittee meeting what we want to say.
- Future discussion on Short Term Rentals.

ADJOURNMENT:

Motion by Anderson, seconded by Emerson, to adjourn the meeting. Motion approved.

The meeting was adjourned at 1:22 p.m.

Submitted by Shana Stuhlmiller, Administrative Assistant