

**HISTORIC PRESERVATION COMMISSION AGENDA**

Hybrid Meeting Zoom/In person  
City Hall – Conference Room #6  
October 28, 2021

**\*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=RTUrdlFuendocUpmNDNqOIRqRE1xUT09>  
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, Beebe, Burns, Marienau, Miller, Mueller, Singletary

**MINUTES:** **\*\*ITEM BELOW IS CONSIDERED TO BE AN ACTION ITEM\*\***  
September 23, 2021

**PUBLIC COMMENTS:**

**STAFF COMMENTS:**

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

- **Award to recognize Robert Singletary**
- **Workshop with Design Review/Planning Commission members**
- **City Council requests/approvals:**
  - Historic Preservation Plan – Workshop/Presentation with Northwest Vernacular & HPC
  - Applying to SHPO for two CLG Grants:
    - Nomination of the Garden District for the National Register of Historic Places
    - Historic Preservation Training
  - Other possible Action Items:
    - Voluntary Program for Individual Properties & Certification of Appropriateness
    - Review existing design guidelines in coordination with Planning Commission & Design Review Commission and consider guidelines for opt-in historic overlay
    - Local Register & Incentive Program
    - Building Heart Awards
- **Commission Meetings In November and December**

**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  
SEPTEMBER 23, 2021  
"ZOOM MEETING"**

**COMMISSIONERS PRESENT:**

Dave Walker, Chair  
Anneliese Miller, Vice Chair  
Jon Mueller  
Courtney Beebe  
Sandy Emerson  
Lisa Straza, Secretary  
Annelise Miller

**STAFF MEMBERS PRESENT:**

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

**CITY COUNCIL LIAISON ABSENT:**

Kiki Miller, City Council

**COMMISSIONERS ABSENT:**

Alexandria Marienau  
Robert Singletary  
Walter Burns

**4:00 p.m. CALL TO ORDER:**

**ROLL CALL:** Walker, Miller, Straza, Beebe, Burns, Emerson, Marienau, Mueller, Singletary

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

Motion by Emerson, seconded by Mueller, to approve the minutes for August 26, 2021. Motion approved.

**PUBLIC COMMENTS:**

None.

**STAFF COMMENTS:**

Hilary Anderson, Community Planning Director provided the following statements:

- Ms. Anderson updated the commission on the status of the Historic Preservation Plan and stated that Ms. Pratt shipped a copy of the plan to SHPO to meet our grant deadline and that we had a conversation with Pete L'Orange, SHPO, to go over the document before it was shipped to discuss comments from two Council members plus feedback on one of the goals.
- She announced the Historic Preservation Plan submitted to SHPO has been posted to our website.
- She stated that Ms. Pratt has made some additional changes based on our conversation with Mr. L'Orange that will be shared with the commission but before that happens, we will have Mr. L'Orange review both documents and if approves them, we will schedule a joint workshop with this commission and council to have a discussion on the plan and adoption.
- She stated that SHPO has granted us an extension to the end of October to spend grant funds so if we schedule a workshop with Ms. Pratt and Mr. Spencer within that timeframe, their fee for the workshop could be included in the grant.

- She commented that everything is going great and that staff will be looking at date/time options to schedule a joint workshop.
- She added the Ms. Pratt did complete a review of the Envision Coeur d'Alene document and had great feedback and observations with her input covered by the grant.

**PRESENTATION:**

- Chris Whalen – HISTORIK

Mr. Whalen provided a presentation about his HISTORIK app and how he plans to continue working with the Museum of North Idaho on the technology and providing financial and in-kind support to the museum, and how he also plans to expand the technology outside of Coeur d'Alene. You can view Mr. Whalen's entire presentation [here](#).

**Commission Comments:**

Commissioner Beebe had a question for Mr. Whalen regarding his business plan and how he will be relying a lot on non-profit entities that hold the history of their communities in the public trust that is supported by donations or grant and part of your plan. She questioned how can you hold and possess the actual content that you are using.

Mr. Whalen explained that he would want to create an experience specifically for museums and historical institutions that have a more unique "history card" that is a profile for museums. He stated as an example the Museum of North Idaho would have a "history card" that shows their address, hours of operation, images of their history with descriptions and goes deeper to give opportunity to have their exhibit fees built into the app, so people can do purchases for touring the exhibit at the Museum of North Idaho. He added they can also purchase walking tours and schedule those through the app, so we would be adding value to the museum to create awareness of what is offered to the community and have the ability to curate digital tours that are done through the database that can only be found at the museum. He explained later we could add in-app purchases of images within the historic app that they can purchase and money collected goes to the museum. He stated that their goal is to compliment museums within the community.

Commissioner Beebe suggested a donation button on the website for the museum.

Chairman Walker mentioned that the amount of time Mr. Whalen spends at the museum going through the photo collection which is a win/win that he is able to get the images he needs, but is also helping build the digital library for the museum.

Commissioner Beebe commented that she lives in Cougar Gulch and that there is an old school house in that area that is on the National Registry of Historical Places and driving around this site this property comes up on the phone to look at the building and the photo that comes up is the wrong school. She questioned how do your account for the open sourcing and accuracy of the information being provided.

Mr. Whalen explained in "phase 1" we are doing all the curating ourselves working with the museum, that include people who do a great job getting photos in the community and in "Phase 2" position ourselves into going after more user-friendly content to create an entire infrastructure curating content from other sources.

Commissioner Straza stated great presentation.

## **SUB-COMMITTEE REPORTS / REQUESTED ACTIONS:**

- **Historic Preservation Plan Subcommittee:**  
(Lisa Straza, Alexandria Marienau, Walter Burns, Courtney Beebe, and Jon Mueller)
  - **Update on meeting with staff and Council Liaison on September 7th**
    - Nominations and Historic District Surveys
    - Forming Local Register for Coeur d'Alene
    - Reviewing Infill Districts and Design Standards
    - Future?

Commissioner Mueller stated that the subcommittee met yesterday and that we had a previous subcommittee meeting with Hilary and Council Liaison Miller on the discussion items listed above. Commissioner Burns had concerns with the decline in historic resources in the neighborhoods that we are seeing and wondered how to coordinate with Building, Planning and Design Review and interact more with what they are doing. He stated, that in his opinion, the subcommittee is not ready to make a presentation based on the concerns and discussion at the meeting yesterday and suggested another work session with staff. He stated one thing that was brought up was having a historical trail that dealt with sites that might have a potential for conflict and hoping have more to add at the next meeting.

Commissioner Straza stated that the subcommittee would like to meet with staff on October 21<sup>st</sup>.

Commissioner Beebe commented that it would be helpful, if possible, to get a day/time to meet with the Design Review Commission and Planning Commission and describe what they know and have a better understanding so this commission isn't duplicating what these commissions are doing. She referenced to forming a local registry and that the museum could pursue a partnership with the city and doesn't see any feedback from the museum regarding a local registry and only sees opportunity.

Ms. Anderson suggested having a joint workshop. If that is not feasible, we may be able to have a couple commissioner members from Planning Commission and Design Review to meet with the commission and suggested Chairman Messina and Commissioner Ingalls who sit on both Planning and Design Review.

Commissioner Beebe inquired about training grant opportunities and if there was a training opportunity scheduled at the end of the month.

Ms. Anderson replied that she isn't aware of any trainings at the end of the month but we can spend the training funds through the end of October.

Commissioner Beebe suggested that any of the other commissioners to take on the task of finding some training opportunity either online or in person so we can spend the grant money.

Ms. Anderson suggested the training that the Tribe does and isn't aware of the cost, but that would be an option.

Commissioner Beebe replied that the museum did that training with the Tribe, which she didn't get to attend but heard it was remarkable.

Ms. Anderson suggested that the commission think about applying for the CLG Grant relating to the Garden District and request the nomination.

Commissioner Beebe inquired if we voted on that at the last meeting.

Ms. Anderson commented that we didn't but talked about that at the meeting with Council member Miller but not voted on. She commented that can be an action item tonight since it is on the agenda or should we wait till the next meeting.

Commissioner Beebe commented that Commissioner Burns was hoping that gets done.

Ms. Anderson clarified that action will have to wait till the next meeting because the agenda doesn't clearly note it as an Action Item.

Commissioner Beebe suggested that Commissioner Burns be the one to present the motion and explain what the grant and costs are.

**TRACKING TIME:**

Ms. Anderson commented "kudos" to Commissioner Straza for keeping track of all the time sheets and added because we can add the end of October, we should add any subcommittee meetings or any other meetings that would count as time. Submit time for October.

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

CLG grant nomination.

**ADJOURNMENT:**

Motion by Mueller, seconded by, Miller to adjourn the meeting. Motion approved.

The meeting was adjourned at 5:00 p.m.

Submitted by Shana Stuhmiller, Administrative Assistant