

**HISTORIC PRESERVATION COMMISSION  
MINUTES**

**May 22, 2024**

**City Hall – Conference Room #6**

**COMMISSIONERS PRESENT:**

Walter Burns, Chair  
Anneliese Miller, Vice Chair  
Ann Anderson, Secretary  
Dan McCracken  
Sandy Emerson (On Teams)  
Rick Shaffer  
Doug Harro  
Tyler Douglas Lowe (On Teams)

**STAFF MEMBERS PRESENT:**

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

**Commissioners Absent:**

Shannon Sardell

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

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

Motion by Commissioner Shaffer, seconded by Commissioner McCracken, to approve the minutes for April 24, 2024. Motion carried.

**PUBLIC COMMENTS:**

None.

**STAFF COMMENTS:**

Ms. Patterson stated she would like to thank all of the commission for their help getting the word out regarding the reception at the Jewett House, the tours and setting up and passing out the coloring pages down at the Farmers Markets. The Jewett House was a wonderful success. Council voted for the moratorium to be brought forward on the City Council June 18 Agenda, or soon thereafter. As discussed previously, it would be helpful for the commission to provide input on the moratorium. Items cited that would support and clarify the parameters of a moratorium are that the boundaries would include the Downtown Core, downtown overlay districts, and properties listed on the National Register of Historic Places. Community concerns have been raised about risk of historic properties being demolished. Idaho Code allows for moratoriums that are either 6 months or up to a year. The commission is working toward a code amendment to address the downtown development standards and design guidelines and a working group has been formed. The City received grant funds from SHPO to do a reconnaissance survey of the downtown area. Another item to be considered is demolition review authority. There will be a working group that will meet twice a month with HPC members Chairman Walter Burns, Anneliese Miller and Shannon Sardell, Design Review Commission member Commissioner Jef Lemmon, Commissioner Jon Ingalls who serves on both the Design Review and Planning & Zoning Commission, and Planning & Zoning Commissioner Lynn Fleming, City Council Member Dan Gookin, Downtown Association representative Emily Boyd, Jon Mueller, Kevin Jester, Builder Official Ted Lantzy, and Planning Director Hilary Patterson, and Staff members Sean Holm and Mike Behary.

### May: Historic Preservation Month Celebrations

Chairman Burns stated he was thrilled with the Jewett House reception; the turnout was great and he thanked everyone for attending. The train depot open house was huge success, but the Hamilton house was a dud. He thanked the commissioners for attending the Farmers Markets, and asked the commission to please continue with the outreach.

Commissioner Harro stated he was at the museum table. It was pretty full and there really wasn't much room for the any items for HPC to add any coloring pages or signage.

Commissioner McCracken stated he will give that feedback to the museum since he is on their board, and make sure they make room for the historic preservation materials for future events.

Commissioner Miller states she was down at the Riverstone Farmers Makers and it was great. She shared a booth with the library. She was able to pass out all of the color pages and they had plenty of room for her.

### Garden District Nomination Update

Chairman Burns stated the Idaho Historic Sites Review Board heard the presentation on the Garden District nomination on May 16 and recommended that it move forward to the National Parks Service. He said he recalls the timeline as being that SHPO has 90 days to forward the materials to the National Parks Service and then they have 45 days to respond. He said it is on track to be on the National Register of Historic Places by the end of the year.

### Downtown Development Standards & Design Guideline Review

Chairman Burns stated that he didn't have much to add to Ms. Patterson's report on the working group and effort to review the development standards and design guidelines. The working group will be meeting right after the commission meeting today, so we will need to be done by 1:00 P.M.

### Emergency Ordinance/Moratorium on Demolition of Historic Properties

Chairman Burns stated Ms. Patterson spoke about the City Council meeting and that they asked for the moratorium to be an agenda item on the June 18 agenda. He said that doesn't necessarily mean a moratorium will be adopted. We need to come up with language on what the moratorium will look like, including the areas where a moratorium would apply and how demolition permits would be handled. He has always been in favor of a demolition review by the commission.

Liaison Miller stated she is drafting an email right now to the Mayor regarding the comments that she made to the council last night during the meeting and what the moratorium language will look like and the three phases. She does not want this to be a burden on the staff, but she said it is time-sensitive. The community is asking for this – they have collected over 5300 signatures to save the Roosevelt Inn. They are requesting action and this is a work in progress by HPC to get this started as well.

Ms. Patterson stated this might need to be done as an emergency ordinance. There are demolitions happening in the city every day that might be of historical significance.

Chairman Burns stated the moratorium should emphasize the Downtown Core and Downtown overlay areas.

Ms. Patterson stated we should specify on the language that demolitions of decks, outbuildings, porches, and interior demolitions associated with remodels should be exempted. Maybe it should also be specific to apply only to historical properties that are 50 years or older.

Commissioner Harro asked would this include the Fort Grounds areas as well.

Chairman Burns replied no. The Fort Grounds has its own zoning in place. The discussion has been focused on the downtown area and individually listed properties. The downtown codes are more than 15 years old and need to be reviewed.

Liaison Miller stated at last night's City Council meeting that the commission can help provide input to staff. We need to have staff create a report that outlines the interim ordinance they will present for the decision on June 18:

The direction to staff should include, but isn't limited to

- 1 - defining the area and or specific buildings that the moratorium will apply
- 2 - describing creating a permit review process
- 3 - consideration of adding a demolition code
- 4 - describe consideration of voluntary historic overlays
- 5 - include requirements of the moratorium, that council needs to know should they pass it.

If the motion passes on the 18th, council will need to state the defensible reason for initiating the moratorium and approve the outline of the ordinance that will require staff to execute a plan within the 6 month or 1 year calendar moratorium deadline which addresses the issues causing imminent peril to public health, safety or welfare that will be solved within the moratorium period.

Commissioner McCracken asked where do we even start with the area and what buildings would it apply to.

Liaison Miller stated City Council needs to hear from staff the reasons for a moratorium sooner than later so we can act on the moratorium and identify certain zones and buildings. City Council will need to some time to get this voted on.

Ms. Patterson stated that is where the emergency ordinance might need to come in, we will need to figure out the boundaries of the neighborhood and timeline, and if the restriction on demolition permits would be for 6 month or up to a year.

Commissioner McCracken asked if this should be an action item.

Liaison Miller stated what will be coming forward on June 18 City Council will be a yes or no. The plan has to be drafted. All of the items the City Council has to be voted on. If it does not pass, we can keep working on the code amendments.

Commissioner McCracken asked would it be faster if the commission simplified the boundaries, then to have this be city wide. Should the language start with the buildings 50 years and older.

Commissioner Anderson suggested that the boundaries could be south of Harrison.

Ms. Patterson stated there are some logistics and politics involved when drafting the language with this moratorium. We don't want to confuse the homeowner. As an example, the effort to create a historic district for the Garden District neighborhood. They have been told that the National Register listing wouldn't restrict demolition. The areas that have been discussed previously for the possible moratorium are the Downtown Core, Downtown North and Downtown East overlays, and individual properties on the National Register of Historic Places. We need to justify the boundaries of the areas for the moratorium.

Chairman Burns asked what if people have already pulled a permit, should they be grandfather in.

Commissioner McCracken asked for clarification, while the commission is working on moratorium will the demolition permits for people trying to get a permit get put on pause.

Chairman Burns responded yes.

Chairman Burns stated the group can discuss this more in-depth during the subcommittee while everyone is present.

Ms. Patterson stated she will send out what Boise did with their emergency ordinance moratorium so the commissioners could see how their language is written.

Chairman Burns stated with the three major events that have triggered in the city of Coeur d'Alene, Marriott, Roosevelt, and Dr. Fox's house being torn down. The public is concerned with the loss of historical value.

Commissioner Harro stated he noted that the Roosevelt barely made the Downtown Core boundary. Ms. Patterson responded that it is within the Downtown Core and also the Downtown North Overlay area.

Chairman Burns stated we need to get moving on the Historic Overlay tool, revisit what we want to do, and which areas to focus on. Should we revisit Shoreline Drive and follow up on Government Way. He noted that Commissioner Emerson is very vocal about wanting to continue with Government Way. We can discuss this more in a subcommittee meeting next month we well.

Ms. Patterson stated there was a motion made during last month's meeting to prioritize evaluating Lakeshore Drive East and West as Overlay districts prior to working on Government Way because they are smaller areas and could be a pilot project.

Commissioner Emerson commented he has spoken with a lot of the homeowners and neighbors in the Government Way neighborhood who would like to be a part of a Historical District. He has also spoken with homeowners of Sanders Beach - one in particular, Peter Luttrupp - and some of the newcomers don't seem to have the heart or the history in the community. Some of the houses have been torn down in the Sanders Beach area or totally replaced.

Chairman Burns stated that Government Way has a lot of folks that have lived in their homes for a very long time and some are from an older generation. Both of these districts are very important to the commission. Should we talk about them at the next meeting or at a subcommittee. Maybe discuss Government Way, the ABC streets to refine that down. We can vote on this at the next meeting.

#### Demolition Review Authority

Chairman Burns asked if this is not a City Code and if this would get entangled with the moratorium piece.

Ms. Patterson stated the moratorium will put a pause on the demolition permits with a defined area Coeur d'Alene's demolition permits are handled under the building code, but there is the ability to add a demolition review process to the City Code. She isn't sure if that would be added to the Historic Preservation Code or where it would live. She will look at how other cities do their codes on demolition permits.

Chairman Burns asked how that would work if the moratorium is more focused on certain areas, but if the commission also wants to do a demolition permit review that is more city wide.

Ms. Patterson stated it just needs to be drafted a certain way per the code. Referring to the demolition review authority and what is the process. Then if a neighborhood opted into a Historic Overlay District that section of code could reference the demolition review process.

Commissioner Emerson stated that some of the historic homes that are being demolished have artifacts that can be saved and not just destroyed. Maybe we can put those kinds of elements in the demo permit to allow time to do salvaging of things like mantels, doors, windows, etc.

Chairman Burns stated maybe even if the commission can take photos of certain pieces if they can't be removed from the building, but we can act quickly before the building is demolished or remodeled.

#### Possible Historic Overlay Districts

Chairman Burns stated let's make this a goal for the next meeting. The commission can do some ground work on Government Way with Commissioner Emerson and Ms. Thrumman will help with the survey.

Commissioner Harro would like to see the questionnaire and map.

Ms. Patterson stated she will get those materials to the new members of the commission.

#### Other Historic Preservation Priorities/Concerns

Chairman Burns stated the County owns the federal building on 4<sup>th</sup> Street and Lakeside. They were gifted the building, but he has heard that they are considering selling the property. He would like to find out how serious they are. He thinks some of the building is still in use with some Juvenile Courts and U.S. Marshals service.

Commissioner Harro said the price tag will be pretty high.

Commissioner Miller asked who is the facility spokesman for the County regarding the sale of that building.

Chairman Burns stated he does not know.

Commissioner Shaffer asked if there were an update on the Roosevelt.

Chairman Burns stated he has heard there is a local buyer that is interested in the Roosevelt. They would put a façade easement on it. If that were to happen, they would receive a tax break. A special appraiser will need to be brought in to help value the property. There emphasized that there is no deal. As far as he knows, the Washington development team do not own the property as of yet.

Ms. Patterson stated the potential buyers have submitted a revised site plan that does show the Roosevelt Inn being preserved.

Chairman Burns stated he knows there are some serious buyers moving forward that do not want the Roosevelt torn down. This is headed in the right direction.

#### **TRACKING TIME:**

Chairman Burns reminded the commission to track their time and send it to Commissioner Anderson. He will send the new members the time card and mileage chart.

Ms. Patterson commented to the new members that any time you spend traveling, (including mileage) attending the reception at the Jewett House, open houses at the Depot and the Hamilton House, Farmers Markets, and attending any commission meetings, and Idaho Historic Sites Review Board meeting, please track your time.

**ADJOURNMENT:**

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

The meeting was adjourned at 12:56 p.m.

Submitted by Traci Clark, Administrative Assistant

DRAFT