

**HISTORIC PRESERVATION COMMISSION  
MINUTES**

**August 28, 2024**

**City Hall – Conference Room #6**

**COMMISSIONERS PRESENT:**

Walter Burns, (Chair)  
Anneliese Miller, (Vice Chair)  
Sandy Emerson  
Shannon Sardell  
Rick Shaffer  
Dan McCracken  
Ann Anderson, (Secretary)

**STAFF MEMBERS PRESENT:**

Hilary Patterson, Community Planning Director  
Traci Clark, Admin. Assistant

**Commissioners Absent:**

Tyler Douglas Lowe  
Doug Harro  
Kiki Miller, Council Liaison

**12:01 p.m. CALL TO ORDER:**

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

Motion by Commissioner Anderson, seconded by Commissioner Shaffer, to approve the minutes for July 24, 2024. Motion carried.

**PUBLIC COMMENTS:**

None. (*Kathy Kincel from the public attended*)

**STAFF COMMENTS:**

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

- SHPO has received the Downtown Survey from the commission, but they have not received the official agreement from the National Parks Service, they do want us to start the RFP process to get that going. She suggested to have the subcommittee review that proposal. She has the sample form from the Garden District proposal and she asked Dan Everhardt for any other examples.

**COMMISSIONER COMMENTS:**

Chairman Burns stated he met in April with Daughters of the American Revolution and they asked what could they do for us, such as making a donation. The next meeting will be on September 4 and he will be attending. If anyone has any thoughts on any specific spending needs, please let him know. He thinks they might give a couple of thousand dollars to give to the commission for a specific project.

**ONGOING PROJECTS/PLANNING/AWARDS**

Garden District Nomination Update

Ms. Patterson commented that Jason Tippeconnic Fox has asked Kirk Huffaker for a few photos to be renumbered and reordered and this should be on track to get the grant closed out.

Chairman Burns stated that the National Park Service has 45 days to review it. We should have the district listed by the end of the year.

#### Downtown Reconnaissance Survey

No update, other than what Ms. Patterson provided about the RFP process above.

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

Ms. Patterson stated that the seventh meeting will be taking place today with the Downtown/Infill working group. Staff met with a professor this morning from the University of Idaho's Architecture program that will help with some modeling with some graduate students.

#### Definition of Historic Building request by DC Infill Working Group

Commissioner Sardell asked for input from the commission on the use of awnings and canopies on historic buildings. She also said that the Downtown/Infill working group needs input on the definition of historic building or resource.

Ms. Patterson replied the Downtown/Infill working group would like input from this commission so it can get into the actual guidelines for looking at for both the Downtown and for the Infill areas to protect historic resources and give someone the density increase bonus.

Commissioner Sardell asked if the September meeting would be too late in that process.

Ms. Patterson replied not at all.

Commissioner Sardell stated if we put together that definition of historic property for the guidelines and also get more input on the appropriateness of using awnings, and if it should be a bonus or requirement, for the Downtown Core, it can be voted on by this commission. She had read an article about providing floor area ratio (FAR) bonuses to try to incentivize specific things you want to see in your area of your downtown, such as preserving historic buildings. That preservation component of it should be discussed in this group at the next meeting to just approve all of the pieces that would go to the Downtown/Infill working group. The one thing that she does see that she was reading yesterday, if you preserve 50% of historic property you get a bonus, but what 50%, it is a very vague terminology. Highlighting and deciding as a commission what these things are and putting this on the agenda with a deadline would be helpful, so this commission has a say.

Chairman Burns stated we should specifically require all building façades facing a street are preserved instead of the 50% in order to get a bonus.

Commissioner Sardell stated that would be the character defining features. We can define what those elements are and put it in the definition. Then clearly outline what qualifies as a bonus. We could bring this to the subcommittee.

Chairman Burns stated he has strong feelings not only preserving historic buildings but also context and character in the neighborhoods and how we can include some of that language.

Kathy Kincel, a member of the public, commented she has a roof line that has a pitched curve look. She has been exploring trying to get it re-roofed for years. Most roofers do not know how to do the roof line or they do not think it would be up to code. She points out as a homeowner there is that element of the

character of the historic homes that is important to preserve, but that there can be a lot of road blocks. There are no longer craftsman to do the work. She lives at 621 E. Foster Ave.

Ms. Patterson stated that there are different provisions in the building code that do apply to older homes, but a lot of the contractors and subs want to just do things for cheap and quick instead of keeping the character and context. This commission has been working on a guide for homeowners that would provide information on local contractors, people and suppliers related to historic properties. She said she is not aware of any code issues with re-roofing.

Commissioner Sardell commented that she has seen rolled roofing done with composition shingles. It can be done. You can use modern materials on those challenging roofs. She recommended Granite Roofing from Rathdrum Idaho.

Ms. Patterson commented one of the discussions with the Downtown/Infill working group this afternoon will be the Design Guidelines and the bonuses. Some other communities have a bonus for Historical Cultural Resources documentation. This would be good for the September meeting for this group to decide. Do we think this would be worth as much as someone that is physically restoring a whole structure? It would allow them to identify what was there before, help collect the history that the commission wants and to do a plaque for the home.

Commissioner Sardell also saw that. She thinks it would be a good idea to encourage more people to do this. She was thinking the Johnson building that will be coming down maybe put a plaque to represent where that building once stood or some kind of historical display in a window would be a great way to preserve the history. She suggested there is so much history to have some kind of fun activity making a scavenger hunt walking tour maybe down the road.

Commissioner Emerson asked if there was some kind of grant that could help fund that walking tour. He knows the museum has Steve Shephard he does a lot of work on the history of Coeur d'Alene.

Chairman Burns suggested Deb Mitchell.

Commissioner Emerson suggested presenting this to Mr. Hagadone. He might be willing to help get it done.

Commissioner Shaffer stated the City of Wallace's Chamber of Commerce did a walking tour brochure with a QR code that you could scan to get more information on each property.

Chairman Burns commented that Mr. Whalen has done a lot of historic research and he might be a good resource to use; but he would want to have some compensation. He has created an APP on historic sites in Coeur d'Alene. This would tie in with a walking tour and plaques using QR codes.

Commissioner Sardell stated this could be used to get some kind of (floor area ratio) bonus.

Ms. Patterson replied she had read that one community bases the value that they spend on the documentation for the bonus, such that for every \$1,000 they spend, then would get the bonus.

Commissioner Sardell asked is it the floor area ratio bonus? So, they get more square footage?

Ms. Patterson replied yes. So, 40 bonus points are allowed for every \$1,000. dollars of documented costs of interpretive markers or construction costs of space dedicated to collect, interpret or exhibit items. She suggested talking with the working group about this.

Chairman Burns stated we need to finalize the definition of the historic building. Commissioner Sardell and Ms. Patterson have both brought up some great examples.

Ms. Patterson replied the minutes from last month on page 2 and 3 are what the commission discussed last time. She has combined and refined it and sent out a new version for the commission to vote for next month's meeting.

Chairman Burns stated the commission needs to look that over and to tackle that at the next subcommittee meeting in September.

Commissioner Emerson asked about the age of the historic buildings as part of the definition. He thought the commission talked about 50 years?

Ms. Patterson replied that the definition was 50 years old, but for the demolition review process it was discussed to possibly make it be older than 1960.

Commissioner Shannon stated the rationale was that we don't want to be looking at the Brady Bunch houses if we are looking at buildings that were constructed in the 1970's. In the meantime, she thinks what would capture pre-1960 is the best thing for demolition review. In terms of the definition of historic building, we decided to leave it at 50 years. This is good for a whole host of things that will be evaluated. The survey and inventory that we will have the RFP that will be created and that professional will look at the Downtown with the lens of things that are 45 years and older. For the demolition permits, 1960 or 1965 makes more sense. That bonus is on us as a commission to then review and how many Brady Bunch buildings do we want to review? Maybe we need a little more time in Coeur d'Alene to still preserve those things that are pre and post WWII, Farragut housing, and stop right there for now.

Commissioner Emerson commented if it relates to a building boom where a lot of work was done, that makes more sense to him than an arbitrary number.

Chairman Burns stated when you get into 50 years, we cross into the other side of the freeway and we get into things we have not focused on, many of which are not of interest. The one that are of interest north of the freeway are some great little farm houses and Farragut houses.

Commissioner Sardell stated by doing it by a date would capture those things that maybe are of significance across all of Coeur d'Alene rather than targeting specific neighborhoods.

Chairman Burns stated if something does get flagged as being within our definition of 65 years, maybe the first thing we want to do is drive by and see if it's worth it because there a lot of things that are old but they have modified so badly or they have no historical value now.

Commissioner Sardell stated that is why we just want to do photographs. She knows that Planning Commission is not supposed to go do site visits they are supposed to be making decisions on. She does not know the procedure and she does not know if that is okay for HPC to have that same procedure.

Ms. Patterson replied that is very specific to Planning & Zoning it is part of the Quasi-Judicial process. The HPC is not subject to the same procedures.

Commissioner Shaffer asked for confirmation that the Planning & Zoning cannot do any site visits.

Ms. Patterson replied, that is correct. The Commission is acting like judges for a hearing. They can only review any evidence that has been presented to them during the hearing per se. Staff and the applicant have to share all the information during the hearing and any testimony. That is what the decision is based off of.

#### Demolition Review Authority and Process

Ms. Patterson commented that Commissioner Sardell and the City's Building Official Ted Lantzy met at the subcommittee meeting to discuss the demolition review process. They talked through what the commission expressed as wanting to achieve through the process. Mr. Lantzy was comfortable if we established something prior to 1960. She suggested updating the City's demolition permit application. The permit application does not ask a lot of the questions we would like it to. Mr. Lantzy says he needs to update it anyway. They looked at examples from Boise, Pocatello, and Twin Falls. They discussed adding the age of the structure, asking if it is in a historic district, and if it's a historic property. Then staff can verify the information. They can submit plans for what they are wanting to put in its place. We did not want the questions to have them to declare if it's a dangerous building. That would only be done through the abatement process, which is conducted by the Building Department. Staff would review if it was already contributing or not contributing, if there was already a survey done of the area. We discussed the need to have some educational information on the website for the public. We do need to clearly outline the process. She would like to figure out if this would live in the Building Code section of the Municipal Code, or Historic Preservation Code, or both. She thinks it probably makes the most sense to be in the Historic Preservation Code and referenced in the Building Code. She said she will consult with the City Attorney on that.

Chairman Burns commented that it sounds like the meeting was very productive and that Mr. Lantzy was very supportive and wants to work with the commission.

Commissioner Sardell stated the cost of the permit is very low and Mr. Lantzy is looking at a range of updating the cost of the permits. We have the moratorium in place until December. We need to look at putting something in place before November, so there is work and discussion moving forward.

Chairman Burns replied yes, it needs to be finalized.

Commissioner Sardell stated there are two things that need to be done next month that are essential. 1. Satisfy the Downtown Core/Infill working group's request for the historic building/property definition. 2. Really have a good proposal and approve and maybe vote where we review for the demolition permit and then send it to the attorney for what language we need for next month.

Ms. Patterson replied do you want to have a presentation to City Council in November?

Commissioner Sardell replied yes, and maybe we could have some education on the website, how things are changing for the new year, etc.

Chairman Burns stated this would allow us to let them know that we have been working hard on this.

Ms. Patterson commented that Mr. Lantzy was also supportive of the proposal for the demolition review process and that it wouldn't add much time to the permits being issued or much staff time for his permit techs. If front load some of the required information and put that onto the demolition contractors to provide with the permit application. Ms. Patterson said Planning staff could review some things. Ted and the permit techs would know to put a hold on some permits, and they would flag them until we would do the initial drive by and say if it's good to issue the demolition permit or if it requires a meeting the next month with the commission. Then, they would hold it until the commission has its meeting and Planning staff gets back to the permit techs to let them know the process is complete.

Chairman Burns stated he would like to have happen at the subcommittee meeting to have a clear process to put together the flow chart that was started by Commissioner Harro.

Ms. Patterson stated that Boise has a certificate of appropriateness which is part of their demolition permit. It has a matrix that could be used in a flow chart and she can send this out to the commission again.

Ms. Patterson commented that she would like Commissioner Sardell to coordinate to get photos of the Johnon Building before the demolition of that structure, which is expected to take place by the end of December to get ready for the Sherman Tower. The commission has determined that the two buildings do not have significant historic value. But we would like to take photos to memorialize it.

Chairman Burns stated he would like the subcommittee meeting in September to focus on the demolition review process and the definition of historic building. We need to pin those down. He would like to have everyone at the September 11<sup>th</sup> meeting.

#### Historical Overlay District

Chairman Burns commented that Commissioner Emerson and Commissioner Shaffer have started work on the Government Way corridor.

Commissioner Emerson stated they did a visual survey. They walked much of the neighborhood. They started at the Hamilton House and went to Foster up to Harrison on both sides of the street and were able to do some of the ABC Streets. Along the way they did meet some neighbors and spoke with some people, who were very enthusiastic. There were some builders along the way working on some houses. They were not the owners of the homes. They spoke with Mr. Art Grant at his home and spoke about the additions that he had done at this home. Mr. Grant told them some history regarding an effort that at been done in the 1960's when the City had received some money from the Department of Transportation to cut down the trees that were blocking views for traffic control. They were going to cut down the trees on Government Way. The neighbors formed a committee, and the neighbors won the battle. The City did not cut the trees down. He spoke with Ken Roberge. He would be happy to be part of the neighborhood core group. Liaison Miller gave him some names in the ABC areas, one of which was Betty Stone, whose husband was mayor.

Commissioner Shaffer stated he noticed there was a mixed bag of architecture throughout the whole area. There are some buildings that are far gone, but some are really maintaining their looks, like the row houses.

Chairman Burns stated he had been reviewing the minutes from the last meeting when we spoke about making it a priority starting in January 2025. During the interim, he would like Commissioners Emerson and Shaffer to get a focus group of neighbors together to meet in January.

Commissioner Emerson stated that when the Garden District met, they had their neighborhood meeting at a church community room. He thinks the Courthouse might have some really nice big meeting rooms as well.

Chairman Burns stated we can find the space; he is pleased with the progress that has happened so far.

Commissioner Emerson stated he likes the ABC Streets; he feels these are really interesting. The core is Government Way. They are different neighborhoods with the characteristics and the era. 1<sup>st</sup> and 2<sup>nd</sup> St are also very interesting.

Chairman Burns commented that the west side of 3<sup>rd</sup> Street are pretty commercial.

Commissioner Emerson asked if the Garden District boundary overlaps with the properties along 3<sup>rd</sup> Street?

Chairman Burns replied it does not overlap. The Garden District boundary ends at 4<sup>th</sup> Street. They butt up against one another with the midtown corridor. He would like Commissioner Emerson and Shaffer to keep working on this project and maybe contact Zoe Ann Thurman who has a lot of contacts as well.

Commissioner Shaffer asked if maybe the commission should send out a leaflet regarding some information about the January meeting to inform the neighborhoods.

Commissioner Sardell suggested sometimes if people knowing about it, it could be a great thing, but on the other hand we need to make sure if we are drumming up information for a focus group meeting, that we need to establish that yes there is enough interest. Otherwise, it might stir some people up.

Commissioner McCracken replied he thinks the Commission should figure out what the information should be before the whole neighborhood hears about it.

#### Other Outreach Projects

Commissioner Sardell asked if there was any update on the HREI building.

Ms. Patterson replied she has not heard anything from Bill Greenwood. She thought the City was bringing in a contractor to help shore up some brick work. She said she will request additional information and report back to the commission.

#### **TRACKING TIME:**

Chairman Burns reminded the commission to track their time. They can go back as far as 2021 and send their time sheets to Traci Clark.

#### **ADJOURNMENT:**

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

The meeting was adjourned at 1:07 p.m.

Submitted by Traci Clark, Administrative Assistant