



## HISTORIC PRESERVATION COMMISSION SUBCOMMITTEE MEETING

Parks and Rec Conference Room, 33 East Broadway Avenue Meridian, Idaho

Friday, September 08, 2023 at 10:30 AM

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### MINUTES

#### ROLL-CALL ATTENDANCE

☒ Blaine Johnston, HPC President

☒ Debra Pitts

☒ Patrick Gittings, Subcommittee Chair

Also in attendance was Arts and Culture Coordinator, C. Schiffler

#### ADOPTION OF AGENDA

B. Johnston motioned; D. Pitts seconded; all ayes

#### APPROVAL OF MINUTES [ACTION ITEM]

1. Approve Draft Minutes From 8-23-23 Subcommittee Meeting

D. Pitts motioned, B. Johnston seconded; all ayes

#### NEW BUSINESS [ACTION ITEMS]

2. Review and Discuss: Online Commissioner Survey Results ~ Commissioner Gittings

Six people responded to the survey. D. Pitts motioned to close the survey; B. Johnston seconded. All ayes

P. Gittings presented survey results (see attachment). The survey results were discussed by the subcommittee. Regarding a historic preservation district, the City does not currently have one. There was a district at the Mittleider Farmstead Historic District, which has since been torn down. If the TAG survey identifies an eligible historic district in downtown, there is interest the pan laying out steps to work towards a district. There may be other eligible neighborhoods. D. Pitts stated that it seemed there would be three "bucket" to put questions into: 1. Things that the

Commission should do 2. Things that the consultant should do 3. Things that might be tabled. Things like identifying and working with other entities (ex- Meridian Arts Commission, Meridian Community Development Dept., Meridian Library District, Meridian Chamber of Commerce, etc) and ...engaging the commission in existing City events would be something the commission would do.

#### **OLD BUSINESS [ACTION ITEMS]**

3. Planning: Develop an RFP for Creating an Updated Meridian Historic Preservation Plan

Commissioners reviewed an outline of the sections of the RFP and assigned people to work on various sections. See below:

1	Introduction	D. Pitts
2	Project Description	D. Pitts
3	Project Deliverables	D. Pitts
4	Project Area	B. Johnston
5	Staffing and Budget	P. Gittings
6	Project Schedule	P. Gittings
7	Scope of Services	B. Johnston
8	Client and Project Oversight Team	P. Gittings copy/paste
9	Contract Type	C. Schiffler
10	Qualifications and Evaluation	wait until 1-9 are drafted

#### **NEXT MEETING: TBD, 2023**

Next Meeting: October 3, 2023 at 10:30AM

#### **ADJOURNMENT**

B. Johnston motioned; D. Pitts seconded; all ayes

Sept 7, 2023 Survey Results  
Meridian Historic Preservation Plan Project Commissioner Survey

Q1

Regarding community outreach, how important is promoting education about Historic Preservation in Meridian?

- Answered: 6
- Skipped: 0

ANSWER CHOICES-	RESPONSES-
- 1	0.00% 0
- 2	0.00% 0
- 3	16.67% 1
- 4	0.00% 0
- 5	83.33% 5

Total Respondents: 6

[Comments](#)(2)



Education efforts will help the future of historic preservation in Meridian.  
9/5/2023 12:46 PM



The commission needs to have community support in all of our endeavors.  
9/4/2023 07:31 PM

## Sept 7, 2023 Survey Results

### Meridian Historic Preservation Plan Project Commissioner Survey

Q2

Regarding community outreach, how important is identifying resources that can help promote Historic Preservation in Meridian? ex- Meridian Arts Commission, Meridian Community Development Dept., Meridian Library District, Meridian Chamber of Commerce, etc...

- Answered: 6
- Skipped: 0

ANSWER CHOICES-	RESPONSES-
- 1	0.00% 0
- 2	16.67% 1
- 3	0.00% 0
- 4	16.67% 1
- 5	66.67% 4

Total Respondents: 6

[Comments\(2\)](#)



I think commissioners could identify these resources themselves.

9/5/2023 12:46 PM



The commission needs to have the support from other commissions and city departments in all of our activities to promote the history of Meridian.

9/4/2023 07:31 PM

Q3

## Sept 7, 2023 Survey Results

### Meridian Historic Preservation Plan Project Commissioner Survey

Regarding community outreach, how important is Historic Preservation Commission involvement in community events?

- Answered: 6
- Skipped: 0

ANSWER CHOICES-	RESPONSES-
- 1	0.00% 0
- 2	16.67% 1
- 3	16.67% 1
- 4	16.67% 1
- 5	50.00% 3

Total Respondents: 6

[Comments](#)(2)



Not sure how this one relates to the creation of a historic preservation plan? A consultant can't create HCP involvement in events.

9/5/2023 12:46 PM



If the commission can 'piggy-back' on the events held by other commission within the city, it will make it easier for us get our message across to the community.

9/4/2023 07:31 PM

Q4

How important is an assessment of our current Historic Preservation Plan 2014?

## Sept 7, 2023 Survey Results

### Meridian Historic Preservation Plan Project Commissioner Survey

- Answered: 6
- Skipped: 0

ANSWER CHOICES-	RESPONSES-
- 1	0.00% 0
- 2	16.67% 1
- 3	33.33% 2
- 4	0.00% 0
- 5	50.00% 3

Total Respondents: 6

[Comments\(2\)](#)



A brief assessment seems like a good idea, in order to build on what we already have  
9/5/2023 12:46 PM



We need to create a new preservation plan in order to keep our certification as a CLG.  
9/4/2023 07:31 PM

Q5

How important is a review of current ordinances and regulations so that they support not hinder the new plan?

## Sept 7, 2023 Survey Results

### Meridian Historic Preservation Plan Project Commissioner Survey

- Answered: 6
- Skipped: 0

ANSWER CHOICES	RESPONSES
- 1	0.00% 0
- 2	0.00% 0
- 3	0.00% 0
- 4	0.00% 0
- 5	100.00% 6

Total Respondents: 6

[Comments\(3\)](#)



The consultant needs to review and be versed in local ordinances and regulations, as well as the City's strategic plan. They should review any strengths in current code/plan/ordinances as related to historic preservation and make recommendations for any improvements.

9/5/2023 12:46 PM



The commission needs to work with planning and zoning to make sure that the plan is in agreement with the present zoning ordinances.

9/4/2023 07:31 PM



This is important because our efforts shouldn't conflict with what is legally possible or technically feasible.

9/3/2023 05:44 PM

Q6

## Sept 7, 2023 Survey Results

### Meridian Historic Preservation Plan Project Commissioner Survey

How important is it to research and identify tax incentives/grants for historic preservation? And to seek out opportunities to create funds to assist homeowners, business owners and developers to protect historic buildings and sites?

- Answered: 6
- Skipped: 0

ANSWER CHOICES-	RESPONSES-
- 1	0.00% 0
- 2	0.00% 0
- 3	16.67% 1
- 4	50.00% 3
- 5	33.33% 2

Total Respondents: 6

[Comments\(1\)](#)



If the commission can identify tax incentives for property owners, architects and builder to help the preserve our history that will be great. This could be a program that we can hold during preservation month to educate the public.

9/4/2023 07:31 PM

Q7



## Sept 7, 2023 Survey Results

### Meridian Historic Preservation Plan Project Commissioner Survey

How important is it to research the potential for a historic district in downtown Meridian, and outline potential steps to work towards a Historic District?

- Answered: 6
- Skipped: 0

ANSWER CHOICES-	RESPONSES-
- 1	0.00% 0
- 2	0.00% 0
- 3	0.00% 0
- 4	50.00% 3
- 5	50.00% 3

Total Respondents: 6

#### [Comments\(2\)](#)



The current TAG survey project should indicate whether there are enough historic properties in a given area to be eligible for a district. If it is an option, then the plan should definitely include research and an outline of steps to make that a reality. If it is not an option, then this is not important for the plan.

9/5/2023 12:46 PM



Creation of a historic district would be great. I believe at the present time, the city does not have a historic district. This will need to be a Collaborative effort between the commission, planning and zoning the public.

9/4/2023 07:31 PM

Q8

## Sept 7, 2023 Survey Results

### Meridian Historic Preservation Plan Project Commissioner Survey

How important is it to increase public engagement through outreach, surveys, and programming?

- Answered: 6
- Skipped: 0

ANSWER CHOICES-	RESPONSES-
- 1	0.00% 0
- 2	0.00% 0
- 3	0.00% 0
- 4	50.00% 3
- 5	50.00% 3

Total Respondents: 6

[Comments](#)(2)



The plan should include outreach and surveys as budget allows.

9/5/2023 12:46 PM



The commission needs to engage the public if we want to create anything new, like a historic district.

9/4/2023 07:31 PM

## Sept 7, 2023 Survey Results

### Meridian Historic Preservation Plan Project Commissioner Survey

How important is it to research Meridian history related to minority groups like Chinese, Hispanic, or Indigenous populations, and make recommendations on how to highlight that history.

- Answered: 6
- Skipped: 0

ANSWER CHOICES-	RESPONSES-
- 1	16.67% 1
- 2	0.00% 0
- 3	0.00% 0
- 4	0.00% 0
- 5	83.33% 5

Total Respondents: 6

#### [Comments\(3\)](#)



I believe this is important to highlight.

9/5/2023 12:46 PM



All of these groups played an important role in our history.

9/4/2023 07:31 PM



This is extremely important as our community grows and becomes more diverse. We should acknowledge and celebrate the communities that made Meridian what it is today and be sure that everyone feels pride and ownership in our community.

9/3/2023 05:44 PM

## Q10

What other topics are important to include in the new Historic Preservation Plan?

## Sept 7, 2023 Survey Results

### Meridian Historic Preservation Plan Project Commissioner Survey

- Answered: 2
- Skipped: 4

ANSWER CHOICES-	RESPONSES-
- Enter comments below	100.00% 2

Total Respondents: 2

[Comments\(2\)](#)



1. Community survey 2. Review strengths, weaknesses, and create recommendations and an action plan 3. Maps and surveys and a list of any historic resources and sites  
9/5/2023 12:46 PM



The commission will need to prioritize what is the most important goal. 1. Preserve History 2. Preserve Buildings and Places 3. Nominate Buildings and Places for listing on the National Register of Historic Places. 4. Create a historic district. These are not prioritized. Just some ideas.  
9/4/2023 07:31 PM