



SPECIAL MEETING OF THE HISTORIC PRESERVATION COMMISSION

City Council Chambers, 33 East Broadway Avenue Meridian, Idaho

Wednesday, June 04, 2025 at 5:00 PM

MINUTES

ROLL-CALL ATTENDANCE

☒ Blaine Johnston, Chair

☒ Patrick Gittings, Vice Chair

☐ Pam Jagosh

☒ Ken Freeze

☒ Jack Keller

☐ Debra Pitts

☒ Heather Giacomo

City staff Cassandra Schiffler (Arts and Culture Coordinator) and Sarah Alford (Arts Assistant) were present. Historic Preservation Plan Consultant, Sheri Freemuth was also in attendance.

ADOPTION OF AGENDA

K. Freeze motioned to adopt agenda and J. Keller and P. Gittings jointly seconded.

All ayes.

The commission acknowledged and thanked J. Keller for his four years of service on the commission, as this was his last meeting.

APPROVAL OF MINUTES [ACTION ITEM]

- 1. Approve:** Minutes from the 4-24-25 Meeting of the Historic Preservation Commission .

K. Freeze motioned to approve minutes and J. Keller seconded.

All ayes.

OLD BUSINESS [ACTION ITEMS]

- 2. Discussion:** Historic Walking Tour Recap and Upcoming Tours

P. Gittings said the weather could have been better, as it was raining, and only two retired teachers came to do the tour. However, the attendees were engaged, and it still felt successful.

B. Johnston said the next tour is on 21st of June. He inquired C. Schiffler about who is leading and helping.

C. Schiffler responded that B. Johnston and K. Freeze are leading and helping. She asked if any commissioners could man the booth at the public outreach table during the market that day.

B. Johnston asked the commissioners to keep that day open.

3. Other Updates or Discussions: Addition to the Virtual Tour on Main Street Site by HullFilm, Potential National Historic Register Nomination of the Zamzows Mill

B. Johnston asked for updates on HullFilm. C. Schiffler stated that HullFilm has started and that the 360 photo should be completed within the next month with the stills, and she will send it out to the commission when it is complete for reviews and edits.

B. Johnston is still waiting to hear back from Zamzows.

NEW BUSINESS [ACTION ITEMS]

3. Discuss: Section 106 Review and Request Regarding an Adverse Effect to the Eightmile Lateral for the Western States Equipment Company Parking Lot Expansion Project

B. Johnston explained that the Western States Equipment Company started work on their parking lot and partially covered a historic resource. This now requires a Section 106 review. SHPO and the US Army Core of Engineers (USACE) are working towards the mitigation for the destroyed part of the lateral. He asked C. Schiffler to help explain.

The US Army Core asked if the commission wanted to be a part of the mitigation meetings, which are between SHPO, the Western States Equipment Co, and the USACE. A couple of options that the mitigation might result in is that the commission could have funds awarded to them for projects that they are working on, or creating signage near the project that is informational about the historic waterway.

B. Johnston asked about when the meeting is as he would be interested. C. Schiffler responded that the meetings have not yet been scheduled. P. Gittings wondered if it would be virtual. C. Schiffler stated it will be. P. Gittings questioned if commissioners are just listening or if they have a say. B. Johnston stated they are stakeholders. K. Freeze said he was surprised about how this pathway could be of historic significance because it is one of many laterals. He said he was floored about historical significance because it's not something you can pick up and move. B. Johnston stated this is the first time a Section 106 has happened while he has been on the commission.

C. Schiffler will respond to the USACE to let them know that the commission would like to attend the meetings.

4. Historic Preservation Plan: Review Survey Results and Discussion of Drafted Goals, Strategies, and Objectives ~ *Sheri Freemuth*

S. Freemuth stated they are midway through the process of the Historic Preservation Plan. There are 100+ responders on survey. She asked if the commission have looked at responses. C. Schiffler stated that she attached them to the meeting packet. S. Freemuth said we need to translate all the information into the plan. She said, as she understands, the current plan is satisfactory such as the goals, strategies, and objectives from the 2014 plan, and she used the 2014 plan and the SWAT results and survey results to update the goals, strategies, and objectives.

The commission reviewed the four pages of goals, objectives, and strategies. S. Freemuth will pull together a version of this after revisions to share with the public at the public outreach event, which is a booth at the Main Street Market. She will bring a board that will show the goals, objectives, and strategies for the plan. They will ask the public to put a sticker by the ones they like or a sticky note with comments by the ones they don't. She stated the booth could possibly be unmanned but it would be better to have someone there to explain. After the event, there will be another revision based on the feedback. She said the survey and document revision could be something to share with leadership. C. Schiffler said leadership has not reviewed the survey results, but Planning is also doing a comprehensive plan review, and they are getting updates on this as well. C. Schiffler requested the commissioners mark the objectives as ongoing, low, medium, high, or very high based on priority. S. Freemuth suggested they do that after the objectives are confirmed. She suggested they could invite city council members to come see booth at farmer's market.

The commission reviewed the goals with S. Freemuth and made a few minor edits. (See attached)

S. Freemuth stated she wants to have a better version to share with the public within the week. B. Johnston suggested the commission can review the goals and asked C. Schiffler to email out revised version to commission. He requested they have it back to C. Schiffler by Monday.

NEXT MEETING: JUNE 26, 2025

ADJOURNMENT [ACTION ITEM]

K. Freeze motion to adjourn and J. Keller seconded.

All ayes.

City of Meridian Historic Preservation Plan

Working Draft Goals, Objectives and Strategies

Goal 1: Identify and document historical, cultural and agricultural resources within the City of Meridian.	
Objective	Strategies
1.1: Continue to conduct historic inventories.	1.1.a: Evaluate and prioritize sites and districts to be studied and surveyed including: <ul style="list-style-type: none"> bullet list 1.1.b: Support development of NRHP nominations for worthy properties 1.1.c: Collaborate with Ada County HPC regarding historic contexts to coordinate efforts and leverage resources to conduct mutually beneficial survey and inventory
1.2: Develop a Meridian Register of Historic Places to recognize sites of local significance.	1.2.a: Follow up on the local landmark memo (2024) with appropriate next steps 1.2.b Develop incentives and protection measures for inclusion on a local register.
1.3: Evaluate potential for mid-century modern neighborhoods and other recent past resources	1.3.a: Evaluate parcels within Meridian Impact Area to identify properties that were constructed prior to 1985.
1.4: Encourage the City of Meridian to support historic resources through appropriate maintenance.	1.4.a:

Goal 2: Sustain Meridians' authentic community character by preserving and protecting our historiccultural resources	
Objective	Strategies
2.1: Promote preservation of Old Town to enhance its historical quality.	2.1.a: Collaborate with the Planning Department to identify measures to support preservation within Old Town (boundaries?). 2.1.b: Collaborate with the Planning Department? to prepare design guidelines for historic buildings within Old Town.

2.2: Protect vulnerable historic sites and structures from demolition.	2.2.a: Proceed with SHPO to ensure designation of both potential NRHP districts. 2.2.b: Follow up with local district designation for any NRHP districts. 2.2.c: Explore adoption of a demolition review ordinance or local landmark provisions
2.3: Incorporate the preservation of important historic, cultural and agricultural resources into City planning and development processes.	2.3.a:

Goal 3: Inform and engage residents and visitors about historic preservation programs and opportunities in our community.	
Objective	Strategies
3.1: Continue to provide public programs to increase citizens' awareness of Meridian's heritage and the economic and aesthetic value of historic preservation.	3.1.a: Support and promote Idaho Archaeology and Historic Preservation month.
	3.1.b: Partner with the Idaho State Historical Society, Preservation Idaho, and the Idaho Heritage Trust on workshops related to maintenance, preservation, and restoration of historic properties.
	3.1.c: Nominate exemplary historic preservation achievement by individuals, businesses, and organizations for recognition by Ada County or Preservation Idaho.
	3.1.d: Consider a program to recognize preservation activity for the HPC, and promote it in the local paper, city-affiliated websites and social media outlets.
3.2: Improve preservation education efforts for various audiences	3.2.a: Collaborate with the Meridian Library and the History Center to develop historic preservation specific initiatives 3.2.b: Continue to develop public presentations and walking tours and brochures or digital information's 3.2.c: Identify opportunities to expand historic markers and interpretive signage as part of development and redevelopment projects.
3.3: Increase community understanding of historic preservation resources, procedures, and districts.	3.3.a: Review HPC website and augment with links and other relevant information for public reference.

	<p>3.3.b: Collaborate with other preservation groups to provide semi-annual public training sessions on subjects such as:</p> <ul style="list-style-type: none">• Historic Districts and how they work• Historic designation (local or national) and what it means to you• Rehabilitation Techniques (windows, masonry, carpentry etc.)
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Goal 4: Strengthen the operation and administration of the Meridian HPC	
Objective	Strategies
4.1: Adopt and implement the 2025 HPP.	<p>4.1.a: Present the HPP to the City Council and coordinate adoption of the HPP with the Comprehensive Plan.</p> <p>4.1.b: Conduct a semi-annual meeting of the HPC to evaluate whether HPP goals, objectives and strategies are being met.</p> <p>4.1.c: Develop a program of survey and inventory, based on the historic context and reconnaissance level work of the HPP.</p>
4.2: Collaborate with other City Departments and Commissions.	<p>4.2.a: Initiate modifications to the zoning ordinance, with the Planning Division, to include design review to the list of HPC responsibilities to any areas governed by future overlay districts.</p> <p>4.2.b: Coordinate with information technology personnel to: archive reports, surveys and inventories; to provide easy access to City departments; coordinate with internal databases; as well as provide a portal to the public as appropriate.</p> <p>4.2.c: Identify all city-led projects that may have a nexus with historic resources and consider potential for assistance through grant applications or educational opportunities.</p>
4.3: Ensure that there are sufficient resources for the HPC to fulfill their duties	<p>4.3.a: Maintain a list of individuals who may be interested in participating in HPC activities and may be interested in a future appointment.</p> <p>4.3.b: Prepare and present an annual report of HPC activities to the City Council, aligned with the City budget cycle.</p> <p>4.3.c: Continue to request annual funding to ensure that basic activities such as support of documentation and educational activities can proceed without relying on CLG funding.</p> <p>4.3.d: Ensure that HPC members have access to annual training with the SHPO, the NAPC, or other preservation-related workshop or conference.</p> <p>4.3.e: Consider adding a Historic Preservation Planner position for the Planning Division to serve as HPC staff or participate jointly with the Parks & Recreation staff person.</p>