

**Minutes of the January 6, 2012
Rapid City Historic Preservation Commission Meeting**

Members Present: Michelle Dennis, Jean Kessloff, Pat Roseland, Cynthia Matson, Richard Grable, Heather Knox, Duane Baumgartner and Eric James

Members Absent: Tamara Pier and Shawn Krull

Others Present: Karen Bulman, Jeanne Nicholson, and Shaun Clauson

Roseland called the meeting to order at 7:30 a.m.

Approval of Meeting Agenda

James moved to approve the agenda. The motion was seconded by Matson and the motion was approved unanimously.

11.1 Reviews

902 Main Street (11CM042)

Shaun Clauson reviewed the proposed request to remove the awning, to add windows and to replace the shingles. He identified the location of the new and replacement windows and noted that the old garage door on the back of the building will be removed and replaced with a new entrance door. Clauson also reviewed the proposed repairs and improvements to the roof. A brief discussion followed.

In response to a question from Matson, Clauson explained that a final decision has not been made about using shake shingles or metal roofing on the mansard roof.

Matson moved to recommend a finding that removing the awning, adding windows and replacing shingles with shake shingles or metal roofing will have no adverse effect on historic property. The motion was seconded by James.

In response to a question from Kessloff, Clauson explained that once the awning is removed, more of the original brick and archways will be exposed. He added that there is a new rubber roof on the building and that new soffits will be constructed on the structure. A brief discussion followed.

The motion to recommend a finding that removing the awning, adding windows and replacing shingles with shake shingles or metal roofing will have no adverse effect on historic property carried unanimously.

Approval of Minutes

Matson moved to approve the December 16, 2011 meeting minutes. The motion was seconded by Knox and carried unanimously.

New Business

Home Show

Roseland requested volunteers to organize the booth for the Home Show. Roseland volunteered to assist in organizing the booth. A brief discussion followed. Roseland expressed

his opinion that the same rental equipment used in the booth last year should be rented for this year's booth.

Working Session

Bulman suggested that the Committee hold a working session to determine our goals for the next year. Additional discussion followed. The Committee agreed to hold the working session on January 27, 2012 at 7:00 a.m.

Election of Officers

Matson moved to elect Roseland as Chairman. The motion was seconded by Grable.

Kessloff moved to elect Dennis as Chairman. Dennis respectively declined the nomination.

The motion to elect Roseland as Chairman was approved unanimously.

Matson moved to elect James as Vice Chairman. The motion was seconded by Baumgartner and approved unanimously.

Grable moved to elect Matson as Secretary. The motion was seconded by James and approved unanimously.

Dennis moved to adjourn the meeting at 7:55 a.m. The motion was seconded by Knox and approved unanimously.

**Minutes of the January 20, 2012
Rapid City Historic Preservation Commission Meeting**

Members Present: Pat Roseland, Duane Baumgartner, Jean Kessloff, Shawn Krull, Cynthia Matson, Heather Knox, Tamara Pier and Eric James

Members Absent: Richard Grable and Michelle Dennis

Others Present: Karen Bulman, Jeanne Nicholson, Chris Wells, Bonny Petersen, Dave Viall, Justin Henrichsen and Jerry Cole

Roseland called the meeting to order at 7:31 a.m.

Approval of Meeting Agenda

Kessloff requested that the McGillycuddy House and Founders Rock be added to the Agenda.

Baumgartner moved to approve the agenda with the noted additions. The motion was seconded by Knox and the motion was approved unanimously.

11.1 Reviews

601 12th Street (12CM001)

Chris Wells reviewed the proposed request to add walls and two bathrooms to the new gym.

Matson moved to recommend a finding that adding walls and two bathrooms would have no adverse effect on historic property. The motion was seconded by Krull.

In response to a question, Wells advised that the work will take place in the northeast corner of the building.

The motion to recommend a finding that adding walls and two bathrooms would have no adverse effect on historic property carried unanimously.

625 St. Joseph Street (12CM003)

Justin Henrichsen reviewed the proposed request to build storage, office and cooler walls in the basement. He added that the work has already been completed.

Baumgartner moved to recommend a finding that building storage, office and cooler walls in the basement would have no adverse effect on historic property. The motion was seconded by Matson.

In response to a question from Kessloff, Bulman briefly explained that a building permit is required when stud walls are exposed.

James entered the meeting at this time.

In response to a question from Krull, Henrichsen advised that the space is primarily used as a meeting room offered to civic groups at no charge and occasionally for private parties. He added that there is seating for approximately 30 people.

The motion to recommend a finding that building storage, office and coolers walls in the basement would have no adverse effect on historic property carried unanimously.

Approval of Minutes

James moved to approve the January 6, 2012 meeting minutes. The motion was seconded by Krull and carried unanimously.

New Business

Home Show

Roseland reminded the Committee that the Home Show is March 23 - 25, 2012 and requested volunteers to work on the material for the booth. Matson, Knox and Petersen volunteered and Pier and Krull stated that they might be able to help.

Working Session

Bulman informed the Committee that a Working Session has been scheduled for January 27, 2012 at 7:00 a.m. in the Third Floor East Conference Room. She added that the purpose for the Working Session is to determine the Committee's goals for 2012 and to start working on the CLG Grant which has to be completed before March. Bulman noted that the grant application will need to be approved by the City Council.

Pier advised that she will not be able to attend the Working Session but she would like the Committee to consider holding a window restoration seminar for disadvantage youth with Bob Yapp.

Founders Rock

Kessloff informed the Committee that Jerry Cole from the Rapid City Parks and Recreation Department is presenting a plan about preserving the Founders Rock area to the Public Works Committee on January 31, 2012. She expressed her opinion that the area is sensitive and that the area needs to be protected but still be available to public access.

Jerry Cole explained the history of the area and noted that the area was once the industrial center of the City. He added that remnants from the industrial businesses still remain in the area. Cole noted that the presentation to the Public Works Committee will be about preserving the area and providing access to the public. Cole advised that three different property owners are involved and that they are all willing to work together to preserve and improve the area. Additional discussion followed.

Matson moved to request that the Historic Preservation Commission submit a letter of support for the project to the City Council. The motion was seconded by James and the motion carried unanimously.

McGillycuddy House

Kessloff informed the Committee that restoration work on the sandstone blocks on the southwest corner of the house has almost been completed. She added that the foundation is structurally sound and that furniture has been moved into the house. Kessloff stated that the Committee members are welcome to tour the house and informed the members that if they would like to become involved in the project to let her know.

In response to a question from Pier, Kessloff stated that the goal is to restore the house as much as possible to the original look.

In response to a question from Roseland, Bulman explained that an 11.1 Review was sent to the State due to the deterioration of the sandstone and the urgency to get that repaired. She added that the State authorized the immediate repair work on the sandstone blocks.

Owens Apartments

David Viall informed the Committee that the old windows in the Owens Apartments had an authentic divided light pattern in them that was hard to see because of the storm windows.

Kessloff advised that Paul Porter from Pierre has seen the Owens property to determine if it would be eligible for the National Register as a contributing structure and for tax credits. Additional discussion followed.

Kessloff stated that Paul Porter met with Ron Sjodin about the apartment house on Kansas City Street. She informed the Committee that Sjodin is going to scrape and paint the windows and the structure.

630 St. Joseph Street (12CM002)

Bulman advised that she was unable to contact the applicant. She briefly reviewed the request to demolish two walls, to add a bathroom and a chairlift. She recommended that the Committee continue the 11.1 Review to the next meeting.

James moved to continue the 11.1 Review for 630 St. Joseph Street to the February 3, 2012 Historic Preservation Commission meeting. The motion was seconded by Pier and the motion carried unanimously.

James moved to adjourn the meeting at 8:07 a.m. The motion was seconded by Krull and approved unanimously.

**Minutes of the February 3, 2012
Rapid City Historic Preservation Commission Meeting**

Members Present: Jean Kessloff, Pat Roseland, Duane Baumgartner, Tamara Pier, Heather Knox, Eric James and Shawn Krull

Members Absent: Richard Grable, Michelle Dennis and Cynthia Matson

Others Present: Karen Bulman, Jeanne Nicholson, Bonny Petersen, Ken Steinken, Patri Riker, Spencer Seljeskog, Jim Bickett, Emily Frost and Jessica Hawn

Roseland called the meeting to order at 7:34 a.m.

Approval of Meeting Agenda

James moved to approve the agenda. The motion was seconded by Krull and the motion was approved unanimously.

Approval of Minutes

Pier moved to approve the January 20, 2012 meeting minutes. The motion was seconded by Krull and carried unanimously.

11.1 Reviews

630 St. Joseph Street (12CM002)

Spencer Seljeskog reviewed the proposed request to demolish two walls, to add a bathroom and a chairlift, including electrical and plumbing. He added that a Hookah Lounge will be housed in this remodeled area.

In response to a question from Krull, Seljeskog explained that there are two sets of stairs, one on St. Joseph Street and one on Seventh Street. He added that the preferred location for the installation of the chairlift would be on the Seventh Street side.

Krull moved to recommend a finding that demolishing two walls, adding a bathroom and a chairlift, including electrical and plumbing, would have no adverse effect on historic property. The motion was seconded by James.

Petersen reminded the applicant about the controversy surrounding Hookah Lounges.

Seljeskog stated that he is meeting with the State's Attorney to review the laws regarding smoking in alcohol establishments.

In response to a question from Krull regarding the ventilation for the smoke, Seljeskog explained that a new HVAC system for smoke will be installed using the existing ventilation system and chimney. He added that the new system can easily be removed from the property if the lounge was moved from this location.

Krull asked if any of the historic fabric of the building, tile or tin ceiling will be disturbed when removing the walls. Seljeskog identified the location of the proposed walls to be demolished and stated that the walls were added so the tile and ceiling should not be changed. A brief discussion followed.

Pier requested that the minutes reflect that the understanding from the applicant is that there will be no impact on the tile, ceiling and historic fabric of the building.

In response to a question from Krull regarding the installation of the chair lift, Seljeskog advised that the bracket could be installed in the concrete or it can be installed on the exterior wall.

Kessloff commented that this is one of the most photographed buildings in the City and the historic fabric of the building needs to be preserved.

Krull expressed his support for the chairlift brackets being installed in the concrete instead of the exterior wall.

Krull stated that he would like to amend the motion to include, that the applicant not disturb the flooring, ceiling and the historic fabric of the building.

Bulman explained that this requirement would be hard to enforce as it is not a specific motion. Krull volunteered to work with the applicant to determine what can be changed in the building.

Krull made a substitute motion to recommend a finding that demolishing the two walls and adding a bathroom, to include electrical and plumbing, will have no adverse effect on historic property and that the applicant not disturb the flooring, ceiling and the historic fabric of the building. The substitute motion was seconded by James and carried unanimously.

James moved to recommend a finding that adding the HVAC system into the existing system will have no adverse effect on historic property. The motion was seconded by Knox and carried unanimously.

Krull moved to recommend a finding that adding a chairlift for ADA purposes will have no adverse effect on historic property with the stipulation that the chairlift be attached to the concrete and not the building on the Seventh Street side of the property. The motion was seconded by James and carried unanimously.

821 12th Street (12RS001)

Jim Bickett reviewed the proposed request to replace railings and noted that the existing design could not be used because it does not meet City requirements.

James moved to recommend a finding that replacing metal railings would have no adverse effect on historic property. The motion was seconded by Baumgartner.

Kessloff stated that even though the structure is non-contributing, she cannot support using metal instead of wood for the railings. She added that the metal railings give the structure a commercial appearance. A brief discussion followed.

Kessloff informed the applicant that tax credits may be available for improvements to the property.

The motion to recommend a finding that replacing metal railings would have no adverse effect on historic property carried with Roseland, James, Pier, Knox, Baumgartner and Krull voting yes and Kessloff voting no.

523 6th Street (12CM004)

Patri Riker reviewed the proposed request to add fire pits and glass barriers on the tenth and eleventh floors. She informed the Committee that the glass barriers are being installed because of the wind and that they will be added to the top of the existing railings. She added that the vortex units and the landscaping are being added to improve the appearance of the terraces.

In response to a question from Krull, Riker explained that the glass barriers will be approximately four to five feet tall and are being installed to assist with wind control. She added that the glass barriers should not negatively impact the view from the terraces.

James moved to recommend a finding that adding fire pits, glass barriers and vortex units would have no adverse effect on historic property. The motion was seconded by Knox.

In response to a question from Pier, Riker advised that the fire pits would not be permanent but there will be gas lines that would run under the tile. She added that the vortex units will be bolted to the floor.

The motion to recommend a finding that adding fire pits, glass barriers and vortex units would have no adverse effect on historic property carried unanimously.

New Business

Trinity EcoPrayer Park – Ken Steinken

Ken Steinken reviewed the history of the property located at the corner of 4th Street and St. Joseph Street. He added that the Trinity Lutheran Church Endowment Foundation purchased the property in 2009 and reviewed the goals of the proposed park plan. He briefly addressed the upkeep of the property, access, contractor storage, pavement deterioration and the collection of storm water runoff. He also reviewed the design plans for the landscaping, walkways, seating areas and open space for the proposed park.

The Committee expressed their support for the park.

Other Business

Pier expressed concern about the deterioration of the Buell Building. Krull expressed his opinion that there is great potential for the restoration of the basement area. Additional discussion followed.

Karen informed the Committee that Ken Steinken would be willing to speak to other groups about the proposed Trinity EcoPrayer Park.

James moved to adjourn the meeting at 8:30 a.m. The motion was seconded by Krull and approved unanimously.

**Minutes of the February 17, 2012
Rapid City Historic Preservation Commission Meeting**

Members Present: Pat Roseland, Cynthia Matson, Duane Baumgartner, Shawn Krull, Richard Grable and Heather Knox

Members Absent: Michelle Dennis, Tamara Pier, Jean Kessloff and Eric James

Others Present: Karen Bulman, Jeanne Nicholson, Bonny Petersen, Steve Burgess, Jon Nelson, Emily Frost, Patri Riker, Rhea Landholm and Dan Senftner

Roseland called the meeting to order at 7:42 a.m.

Approval of Meeting Agenda

Bulman requested to add the CLG Grant and the Design Guidelines to the agenda. Roseland requested that the City Council Meeting on February 21, 2012 be added to the agenda.

Baumgartner moved to approve the agenda with the noted additions. The motion was seconded by Knox and the motion was approved unanimously.

Grable departed the meeting at this time.

Quorum was not present and no action was taken on the agenda items.

11.1 Reviews

1020 St. Cloud Street (12RS002)

Nelson reviewed the proposed request to add an egress window on the west side of the house. He added that a total renovation is being done on the interior of the house and that a bedroom is being added in the basement. He advised that the window will match the existing window style of the house. A brief discussion followed.

In response to a question from Krull, Nelson advised that there will be no changes to the roof.

817 9th Street (12CM005)

Shawn Krull reviewed the proposed request to replace interior walls to create additional rooms in the building addition. He noted that in the 1970's, the addition was added to the building and that the interior of the property was renovated in 2005. He noted that the renovation to the addition will not change the exterior of the building.

523 6th Street (12CM006)

Patri Riker reviewed the proposed request to use tinted glass on the wind barriers on the Tenth and Eleventh floors. She added that the property owners prefer to use the blue tinted glass because the tint will help keep the sun out of the outdoor space, keep the glare of the glass from the public and keep the birds from running into clear glass. She added that the wind barriers will be mounted to the railing and will be approximately four to five feet tall.

Krull stated that he understands the concept but questioned the glass being tinted blue. He added that a light charcoal tint may be an option.

410 6th Street (12CM007)

Dan Senftner reviewed the proposed request to add a skate shack/visitor information center to the parking garage and noted that the structure will be made of the same materials as the parking garage. A brief discussion followed.

512 Main Street (12CM008)

Steve Burgess reviewed the proposed request to do an interior renovation and a pass through window. He noted that the space will be used for a coffee shop. He further noted that a couple of interior walls will be added for the kitchen area and that an existing window will be replaced with a pass through window.

Approval of Minutes

The February 3, 2012 meeting minutes were tabled to the March 2, 2012 meeting.

New Business

Roseland informed the Committee that a \$2,000 check for the sale of the chairs from Dakota Middle School will be presented to the City Council at the February 21, 2012 meeting and encouraged Historic Preservation Commission members to attend.

Old Business

Bulman advised that the Committee will need to make a final decision on the CLG Grant at the next meeting so that the grant can be approved by the City Council and be forward to the State by the end of March.

Bulman informed the Committee that the draft report for the Design Guidelines should be available for Committee review around April 1, 2012. She added that a public meeting will tentatively be held April 19th to receive public comments on the draft report of the Design Guidelines. Nore Winter will meet with the Commission on April 20th to review the draft and comments from the public. She added that she has visited with the State about possibly continuing the grant to allow Mr. Winter to complete the final report. Additional discussion followed.

There being no further business, the meeting adjourned at 8:02 a.m.

**Minutes of the March 2, 2012
Rapid City Historic Preservation Commission Meeting**

Members Present: Pat Roseland, Cynthia Matson, Tamara Pier, Shawn Krull, Duane Baumgartner, Heather Knox, Jean Kessloff, Michelle Dennis, Rich Grable, Eric James

Members Absent: None

Others Present: Ron Sasso, City Council Liaison, Karen Bulman, Brad Burns, Emilie Rusch, Hani Shafai, Pat Hall, Eric Pearce, Tom Wuertz, and Tony Thornton

Roseland called the meeting to order at 7:30 a.m.

Approval of Meeting Agenda

James moved, Matson seconded, and passed unanimously to approve the meeting agenda.

11.1 Reviews

502 Main Street (12CM009)

Matson moved and Baumgartner seconded a motion to recommend a finding that adding eight light poles to the roof patio would have no adverse effect on historic property. Burns reviewed the proposed request to add lighting to the roof patio. In response to a question by Krull, Burns indicated that the LED lights would be 3 feet long and located within the metal tubing. In response to a question by Dennis, Burns stated that the lights are located along the railing to give the lights a solid base rather than add additional supports for the lights if placed toward the center of the roof. Pier noted that having poles protrude from the rooftop has a negative visual impact to the district. Discussion followed on options for the lighting. **Pier made a substitute motion to continue this application to the March 16, 2012 Historic Preservation Commission meeting to allow the applicant to submit alternative designs that will have less negative visual impact on the historic district. The motion was seconded by Krull and passed with Matson voting no.**

Approval of Minutes

Matson moved to approve the February 3, 2012 meeting minutes. The motion was seconded by Krull and carried unanimously. Matson moved to approve the February 17, 2012 meeting minutes. The motion was seconded by Knox and carried unanimously.

New Business

Shafai introduced the RNL Architect team for the President's Plaza. Wuertz initiated the presentation and indicated that the design of the building has included the mix and style of the downtown buildings, including the style of the cornices and fenestration patterns. Wuertz stated that the emphasis was on the corners of the intersections, continuous street face, and the subdivision of the city blocks. Wuertz further stated that the design includes the continuous retail canopy line and cornice line. Wuertz indicated that the materials will be light and dark brick with some stone and concrete panels. In response to a question by Dennis, Wuertz indicated that the building will be 15 stories in height. Wuertz further indicated that a perspective from the 5th Street and North Street intersection as well as Skyline Drive can be provided and e-mailed to the Commission. Pier stated that she had a negative reaction to what

was presented specifically the height of the building in scale to the historic downtown area. Discussion followed on the height of the building and design options available. In response to a question by Krull, Wuertz indicated that the fundamental design and massing of the building is very similar to the original design, along with the addition of the hotel component and some office components. Krull indicated that the style of the proposed building appears to have the look of the 1980's. Wuertz indicated that through discussions with the property owners, some of the detailing has not been completed to date and that the building will have more brick and less glass than today's presentation. Wuertz stated that the building will have a sense of the historic district. Baumgartner indicated that he preferred the original design materials that were provided a few years ago rather than the current presentation. Discussion followed. Shafai and Wuertz indicated that they plan to submit the 11.1 Historic Review for the next meeting on March 16, 2012.

Old Business

Bulman went through the items and dollar amounts discussed for the CLG Grant application and the need for matching grant hours and money. Bulman indicated that the Commission will need to put in more hours than they have in the past or provide additional cash to match what is needed. Dennis indicated that she is willing to donate her time for a nomination process. Discussion followed on possible properties that could be nominated. The Committee indicated a desire to complete the Design Guidelines project, continue with the Home Show/Workshop, and add the QR Code Project for a total of \$22,410. The Committee also indicated the desire to add \$2,000 for a no-match training possibility for someone to attend the Bob Yapp Workshop. Pier indicated that if someone attended the Yapp workshop on historic windows, they could provide that information to others. **Pier moved, Knox seconded and passed unanimously to submit a CLG grant for \$22,410 plus the additional \$2,000 with no match required.**

Baumgartner moved to adjourn the meeting at 9:30 a.m. The motion was seconded by Grable and approved unanimously.

**Minutes of the March 16, 2012
Rapid City Historic Preservation Commission Meeting**

Members Present: Pat Roseland, Duane Baumgartner, Jean Kessloff, Michelle Dennis, Cynthia Matson, Shawn Krull and Richard Grable

Members Absent: Heather Knox and Eric James

Others Present: Karen Bulman, Jeanne Nicholson, Paul Comes, Bonny Petersen, Scott Sogge and Curt Small

Roseland called the meeting to order at 7: 32 a.m.

Approval of Meeting Agenda

Kessloff requested that Councilman Jerry Wright's Request be added as an item under New Business.

Dennis moved to approve the meeting agenda with the noted addition. The motion was seconded by Krull and the motion was approved unanimously.

11.1 Reviews

1416 11th Street (12RS003)

Comes reviewed the proposed request to add an egress window and noted that the window opening will be enlarged and that a window well will be installed.

Baumgartner moved to recommend a finding that adding an egress window will have no adverse effect on historic property. The motion was seconded by Matson and carried unanimously.

512 6th Street (12CM010)

Sogge reviewed the proposed request to restore the barrel ceiling in the lobby of the Elks Theatre. He addressed the radius and grid of the existing barrel, the suspended ceiling and the damaged ceiling tray.

Matson moved to recommend a finding that restoring the barrel ceiling over the main part of the lobby of the Elks Theatre will have no adverse effect on historic property. The motion was seconded by Grable.

In response to a question from Baumgartner, Sogge explained that the curtain wall be restored.

Curt Small reviewed the history of the ownership of the building and previous remodeling projects.

In response to a question from Kessloff, Small advised that his intention is to restore the entire lobby. He added that the suspended ceiling detracts from the structure and that he would like to restore the original theatre ceiling in the lobby.

In response to a statement from Kessloff regarding tax credits, Small advised that he owns the business and is leasing the structure. A brief discussion followed.

The motion to recommend a finding that restoring the barrel ceiling over the main part of the lobby of the Elks Theatre will have no adverse effect on historic property carried unanimously.

Approval of Minutes

Baumgartner moved to approve the March 2, 2012 meeting minutes. The motion was seconded by Matson and carried unanimously.

New Business

Home Show

Bulman reminded the Committee that the Home Show is March 23-25, 2012. Discussion followed regarding the work schedule and the setup for the Home Show.

Councilman Jerry Wright's Request

Kessloff informed the Committee that Jerry Wright has requested that she give a 5-minute presentation on the Rapid City Historic Preservation Committee's objectives and tasks at a Public Works Committee meeting and at a Legal and Finance Committee meeting. Additional discussion followed.

Matson moved to authorize Jean Kessloff to give a presentation on the Rapid City Historic Preservation Committee's objectives and tasks at a Public Works Committee meeting and at a Legal and Finance Committee meeting. The motion was seconded by Baumgartner and carried unanimously.

Preservation Week

Roseland suggested that the Committee get started on setting up the QR cards by putting photographs in downtown businesses.

Krull expressed his opinion that the QR project will be an additional enhancement to all of the improvements that have been made in the downtown area. A brief discussion followed.

In response to a question from Matson, Bulman advised that the applicant has withdrawn the request for the 11.1 Review for the roof patio light poles at 502 Main Street. She added that the 11.1 Review for the Presidents Plaza should be on the agenda for the next meeting.

In response to a question from Baumgartner regarding the Motor Service Building and the Parts Central Building, Bulman explained that there are no time limitations on 11.1 Reviews. She added that no building permits have been approved for these properties. A brief discussion followed.

Matson moved to adjourn the meeting at 7:57 a.m. The motion was seconded by Krull and approved unanimously.

**Minutes of the April 10, 2012
Rapid City Historic Preservation Commission Meeting**

Members Present: Pat Roseland, Cynthia Matson, Jean Kessloff, Duane Baumgartner, Heather Knox and Eric James

Members Absent: Michelle Dennis, Gavin Williams, Rich Grable and Shawn Krull

Others Present: Karen Bulman, Jeanne Nicholson, Hani Shafai, Pat Hall, Erik Braun, Sheryl Coley, Tom Wuertz, Tony Thornton, Mike Robeck, Emilie Rusch and Bonny Petersen, Council Liaison

Roseland called the meeting to order at 7:32 a.m.

Approval of Meeting Agenda

Bulman requested that Design Guidelines be added as an item under New Business. Roseland also requested that the Home Show be added under New Business.

James moved to approve the meeting agenda with the noted additions. The motion was seconded by Baumgartner and the motion was approved unanimously.

11.1 Reviews

738 St. Joseph Street (12CM011)

Coley reviewed the proposed request to add doors/window and architectural features and noted that the building has been purchased by the Black Hills Workshop. She added that the southeast corner of the building will be converted into a studio and gallery for their clients.

Matson moved to recommend a finding that adding doors/window and architectural features will have no adverse effect on historic property. The motion was seconded by James.

In response to a question from Baumgartner, Coley explained the layout and the canopy for the entrance to the gallery.

Kessloff expressed concern with the entry way not blending in with the existing facade of the downtown area. A brief discussion followed.

The motion to recommend a finding that adding doors/window and architectural features will have no adverse effect on historic property carried with Roseland, Matson, James and Knox voting yes and Kessloff and Baumgartner voting no.

811 St. Andrew Street (12RS004)

Robeck reviewed the proposed request to demolish the garage and noted that the foundation and concrete are in very bad shape. He added that the garage and the attached carport would be replaced with a two car garage which will match the house.

Matson moved to recommend a finding that the demolition of the garage will have no adverse effect on historic property. The motion was seconded James.

Matson expressed her opinion that even though the garage is a contributing structure, the condition of the structure warrants the demolition of the garage.

In response to a question from Kessloff, Robeck informed the Committee that all alternatives have been explored for the preservation of the garage and that his contractor has recommended that the structure be replaced because of the condition of the concrete floor and the footings.

Bulman explained that because the garage is a contributing structure, the removal of the garage would have an adverse effect on the property. She added that the applicant may need to submit a case report to the State.

Matson withdrew the motion and James withdrew the second.

James moved to recommend a finding that the demolition of the garage will have an adverse effect on historic property. The motion was seconded by Knox.

Robeck expressed his opinion that the structure is inadequate as a garage based on its location and its size. Additional discussion followed.

The motion to recommend a finding that the demolition of the garage will have an adverse effect on historic property carried with Roseland, Baumgartner, Knox, Kessloff and James voting yes and Matson voting no.

525 St. Joseph Street (12CM012)

Shafai advised that the contractors have been interviewed for the project and that a contractor has been selected but has not been announced due to contract negotiations. Shafai noted that the tower will be 15 stories and briefly reviewed the guidelines for the parking structure. Shafai also reviewed the exterior appearance of the building and the proposed uses for the structure.

Wuertz explained the streetscape, landscaping and pedestrian detail on Sixth Street and St. Joseph Street. Wuertz reviewed the locations of the office space along Fifth Street and St. Joseph Street with a corner entrance, the retail shops along St. Joseph Street and the hotel entrance at the corner of Sixth Street and St. Joseph Street. Wuertz further reviewed the types of windows and glass that will be used and explained that natural stones, precast panels and bricks will be used on the exterior of the structure.

Matson moved to recommend a finding that the height of the building will have an adverse effect on historic property. The motion was seconded by James.

In response to a question from Kessloff, Wuertz explained that the tower will be 15 stories tall with a penthouse for the ventilation units at the top. Discussion followed.

The motion to recommend a finding that the height of the building will have an adverse effect on historic property carried unanimously.

Matson moved to recommend a finding that the mass, scale and size of the parking garage/commercial building, not including the height or the materials, will not have an adverse effect on historic property. The motion was seconded by Knox.

Kessloff expressed her opinion that the concept for the parking garage/commercial building is too much for the downtown area of Rapid City.

Wuertz explained that the design of the structure includes a continuous cornice line along the retail shops.

Matson expressed her opinion that the proposed structure will be aesthetically pleasing to the downtown area.

Discussion followed regarding the proposed number of parking spaces and the need for historic features on new structures in the downtown area.

Roseland expressed his opinion that the proposed structure will be an enhancement to the downtown area. Knox concurred.

In response to a question from Kessloff, Wuertz further explained that natural stone will be used on the ground level and that brick and/or precast panels will be used on the rest of the building. Additional discussion followed.

Kessloff expressed concern with the Committee making a recommendation on the materials when they have not been finalized by the developers. A brief discussion followed.

Baumgartner expressed his opinion that he would not like to see a large contrast between light and dark bricks and/or precast panels. He added that he is also concerned that the old City Hall will be consumed by the tower.

Wuertz explained that the structure will be pulled back from Sixth Street to allow additional space for pedestrian traffic and to ensure that the old City Hall is visible to pedestrian and vehicular traffic.

Petersen expressed her appreciation for the structure reproducing the appearance of the other buildings in the downtown area.

The motion to recommend a finding that the mass, scale and size of the parking garage/commercial building, not including the height or the materials, will not have an adverse effect on historic property carried with Roseland, Matson, Baumgartner, Knox and James voting yes and Kessloff voting no.

Approval of Minutes

Baumgartner moved to approve the March 16, 2012 meeting minutes. The motion was seconded by Matson and carried unanimously.

New Business

2011 Historic Preservation Commission Annual Report

Bulman informed the Committee that the Annual Report has been completed and is on today's Public Works meeting agenda as an information item. Bulman added that the Annual Report will be on the April 16, 2012 City Council meeting agenda and then will be forwarded to the State. Bulman explained that the Annual Report identifies the tasks that the Commission worked on in the last year.

Matson moved to authorize Bulman to send the 2011 Historic Preservation Commission Annual Report to the State. The motion was seconded by James and carried unanimously.

Design Guidelines

Bulman informed the Committee that a workshop is being held on April 19, 2012 to review the Design Guidelines – Draft Report. She added that Nore Winter will be in attendance at the April 20, 2012 meeting to review the Draft Report and to obtain input from the Committee about changes and recommendations to the report.

Home Show

Roseland advised that the Home Show was successful. He expressed concern with the lack of representation from the Committee at the Home Show. Discussion followed.

In response to a question from Kessloff regarding prudent and feasible alternatives when evaluating 11.1 Reviews. Bulman expressed her opinion that the proposed Design Guidelines should help address this issue. Additional discussion followed.

James moved to adjourn the meeting at 8:40 a.m. The motion was seconded by Knox and approved unanimously.

**Minutes of the April 20, 2012
Rapid City Historic Preservation Commission Meeting**

Members Present: Jean Kessloff, Michelle Dennis, Pat Roseland, Richard Grable, Gavin Williams, Cynthia Matson and Shawn Krull

Members Absent: Heather Knox, Duane Baumgartner and Eric James

Others Present: Karen Bulman, Jeanne Nicholson, Chris Wells, Al Luond, Vince Braun, Curt Lauinger and Nore Winter

Roseland called the meeting to order at 7:33 a.m.

Approval of Meeting Agenda

Matson moved to approve the meeting agenda. The motion was seconded by Krull and the motion was approved unanimously.

11.1 Reviews

717 South Street (12RS006)

Wells reviewed the proposed request to demolish the back room and to repair a wall. Wells added that the floor is caving in and that the house wall will be restored as much as possible to the original characteristics of the house.

Matson moved to recommend a finding that demolishing the back room and repairing a wall will have no adverse effect on historic property. The motion was seconded by Krull.

In response to a question from Dennis, Wells advised that the door on the house will be reinstalled in its original location.

In response to a question from Krull, Wells stated that salvaged siding from the addition will be used on the house wall.

The motion to recommend a finding that demolishing the back room and repairing a wall will have no adverse effect on historic property carried unanimously.

1019 Fulton Street (12RS007)

Lauinger reviewed the proposed request to re-roof the house and to remove the chimney. He advised that the hole in the chimney was discovered when the shingles and decking were removed and noted that the brick and mortar are cracked. Lauinger stated that the chimney will be removed and a cap will be placed on the opening to prevent leakage.

Matson moved to recommend a finding that re-roofing the house and removing the chimney will have no adverse effect on historic property. The motion was seconded by Grable.

A brief discussion followed regarding the chimney.

The motion to recommend a finding that re-roofing the house and removing the chimney will have no adverse effect on historic property carried unanimously.

803 West Blvd (12RS008)

Luond reviewed the proposed request to remove the skylight and to add an awning window. Luond informed the Committee that the repairs will address condensation issues in the bathroom which are affecting the plaster and migrating to the lower level. He added that the awning window will add lighting and provide additional ventilation. He noted that the color of window and trim will match the colors of the house.

Krull moved to recommend a finding that removing the skylight and adding an awning window will have no adverse effect on historic property. The motion was seconded by Matson.

In response to a question from Krull, Luond explained that the molding around the window will be removed and that he will use a drip edge which will blend in with the membrane roofing. Additional discussion followed.

The motion to recommend a finding that removing the skylight and adding an awning window will have no adverse effect on historic property carried unanimously.

727 South Street (12RS009)

Kessloff reviewed the proposed request to partially remove a roof and replace the roof. She added that construction has started and that this segment of roof is located on the back portion of the house.

Williams informed the Committee that the roof will be done in three stages. He added that the roof on the back portion will be restored to the original roof line and will be phase one. He noted that the house was shortened to accommodate the surrounding residential development.

Kessloff added that salvageable materials from the original house will be used in the restoration project.

In response to a question from Dennis, Williams explained that the entire roof will be removed over time. He added that measurements at the southwest corner of the house have yet to be determined because of the 18 to 24 inch thick walls.

In response to a question from Dennis, Williams advised that the house has been shortened approximately five feet on the south side.

Discussion followed regarding different distinctive roof characteristics for the project.

Krull expressed his opinion that the historical elements of the house when it was constructed should be replicated as much as possible. Additional discussion followed regarding the roof.

In response to a question from Bulman regarding the installation of the new window, Kessloff advised that one double hung window will be installed. Williams added that there are no original windows in the structure.

Bulman reminded that Committee that the motion should be to remove a roof, replace a roof and add a window.

Krull moved to recommend a finding that removing a roof, replacing a roof and adding a window will have no adverse effect on historic property. The motion was seconded by

Dennis and carried with Dennis, Roseland, Grable, Matson and Krull voting yes and Kessloff and Williams abstaining.

908 South Street (12RS005)

Matson moved to continue the 11.1 Review for 908 South Street to the May 4, 2012 meeting. The motion was seconded by Dennis and carried unanimously.

Approval of Minutes

Krull moved to approve the April 10, 2012 meeting minutes. The motion was seconded by Matson and carried unanimously.

New Business

Case Report for President's Plaza

Bulman informed the Committee that she has visited with the State regarding President's Plaza and noted that the project would have an adverse effect on historic property. She added that with the exception of the building materials, the Case Report is nearly completed.

Design Guidelines

Nore Winter encouraged the Committee members to review the Design Guidelines and provide comments and suggestions to Karen Bulman. He added that after comments are received, revisions will be made and the revised Draft Report will be submitted for approval. Winter added that the comments received from the Design Guidelines Workshop need to be reviewed.

Roseland expressed his opinion that the public needs more education about the guidelines for Historic Preservation. Krull agreed and suggested that a Mission Statement be added at the beginning of the Design Guidelines. Additional discussion followed.

Winter expressed his opinion that the Committee needs to be consistent in decision making and that the motions should articulate the facts for the 11.1 Reviews.

Winter stated that the Design Guidelines address the regulations that are already in place and would be a tool to inform the public about the regulations.

In response to a question from Winter, Bulman advised that the City Council will not create a resolution or an ordinance but will acknowledge the Design Guidelines.

Kessloff also expressed her opinion that the Historic Preservation Commission needs to assist in educating the public.

Dennis commented that the Design Guidelines are a tool for local enforcement and could be used for education, as well as decision making based on the Secretary of Interior's regulations.

Matson expressed her opinion that the real estate agents need additional education so that when they are selling historic property, the purchasers are informed of the regulations as they relate to changes and/or improvements to the historic property.

Krull stated that the Design Guidelines would also be a tool for the contractors and that he would be willing to visit with the Black Hills Homebuilders. Krull suggested that the Design

Guidelines be re-named. Winter suggested that the document could be named Design Principles or Design Handbook.

Grable suggested that an Education Committee be developed to determine ways to educate the public about the regulations. Additional discussion followed.

Grable moved to form an Education Committee. The motion was seconded by Dennis and carried unanimously.

Grable and Kessloff volunteered to work with the realtors and Krull and Williams volunteered to work with the contractors. A brief discussion followed.

Winter suggested that more information be included in the Design Handbook for non-significant alterations.

Grable departed the meeting at this time.

Winter also suggested that close-up photos of inappropriate alterations and a section for the expansion of small additions could be included in the handbook.

Matson expressed her opinion that the demolition requirements on page 11 need to be further explained. Bulman reminded the Committee that demolition of any contributing structure is an adverse effect based on the State requirements. Additional discussion followed.

Krull suggested that a section for alleyways, similar to streetscape, be added to the handbook. He added that one of the characteristics of the neighborhood is the number of alleys and how they impact the properties and residents.

Roseland recommended that the Design Guidelines be added as a discussion item on the next meeting agenda.

Dennis moved to adjourn the meeting at 8:58 a.m. The motion was seconded by Matson and approved unanimously.

**Minutes of the May 4, 2012
Rapid City Historic Preservation Commission Meeting**

Members Present: Jean Kessloff, Heather Knox, Michelle Dennis, Pat Roseland, Duane Baumgartner, Richard Grable, Eric James, Shawn Krull and Gavin Williams

Members Absent: Cynthia Matson

Others Present: Karen Bulman, Jeanne Nicholson, Kip Harrington, Kari Bortnem, Greg Hanson, Mike Robeck and Bonny Petersen, Council Liaison

Roseland called the meeting to order at 7:30 a.m.

Approval of Meeting Agenda

James moved to approve the meeting agenda. The motion was seconded by Krull and the motion was approved unanimously.

11.1 Reviews

908 South Street (12RS005)

Dennis moved to continue the 11.1 Review for 908 South Street to the May 18, 2012 meeting. The motion was seconded by James and the motion was approved unanimously.

1025 Fairview Street (12RS010)

Hanson reviewed the proposed request to replace shingles and to re-brick the chimney. He added that he wants to improve the house aesthetically and that the chimney will be shortened approximately eight inches to a foot.

Baumgartner moved to recommend a finding that replacing the shingles and re-bricking the chimney will have no adverse effect on historic property. The motion was seconded by Knox.

In response to a question from Dennis, Hanson explained that brick for the chimney will be replaced with a brick that closely matches the existing brick.

The motion to recommend a finding that replacing the shingles and re-bricking the chimney will have no adverse effect on historic property carried unanimously.

1210 9th Street (12RS011)

Harrington reviewed the proposed request to add a porch and briefly addressed fascia, drainage and the pitch of the porch roof.

James moved to recommend a finding that adding a porch will have no adverse effect on historic property. The motion was seconded by Grable.

In response to a question from Krull, Dennis advised that she visited with the applicant and noted that the proposed porch would not negatively affect the historic appearance of the house. A brief discussion followed regarding the pitch of the porch roof and replication of the existing pediment.

The motion to recommend a finding that adding a porch will have no adverse effect on historic property carried unanimously.

Approval of Minutes

Baumgartner noted that his name should be added to the members absent in the April 20, 2012 meeting minutes.

Grable moved to approve the April 20, 2012 meeting minutes with the noted correction. The motion was seconded by Krull and carried unanimously.

New Business

Case Report for 811 St. Andrew

Bulman informed the Committee that Mr. Robeck has submitted a letter to the City Council, along with estimates, the contractor's letter and the Case Report for the demolition of the garage at 811 St. Andrew Street. A brief discussion followed.

Robeck identified the issues with the access door, overhead door and cracked flooring of the garage. He expressed his opinion that there are no alternatives to rehabilitate the garage.

Bulman reminded the Committee that their motion that will be submitted to the State should be to agree, to disagree or to not comment on the Case Report.

In response to a question from Krull, Robeck advised that a new garage will be built and will meet City setbacks. He added that the new two car garage will have the same footprint as the existing garage and carport.

In response to a question from Dennis, Robeck advised that his intent is to reuse the windows from the existing garage. Additional discussion followed.

Dennis moved to agree with the Case Report for 811 St. Andrew Street and thanked the applicant for a well written Case Report. The motion was seconded by Grable.

In response to a statement from Kessloff, Robeck advised that he understands that the Historic Preservation Committee assists in the preservation of the integrity of the neighborhood.

The motion to agree with the Case Report for 811 St. Andrew Street carried unanimously.

In response to a question from Dennis, Bulman explained that if the State finds that the project is still an adverse effect in the district, then the Case Report will go before the City Council sometime around the first of June.

Case Report for President's Plaza

Bulman explained that the Case Report was received late Thursday afternoon and therefore provided less than 24 hours ago to the Committee members. She noted that because the members have not had adequate time to review the Case Report, the Case Report could be continued to a special meeting or to the next regularly scheduled meeting. Bulman added that the applicant is not at today's meeting and that they cannot move forward with their project until the Case Report process is completed.

Dennis stated that the Case Report does not specifically identify the materials that will be used to construct the building. Dennis expressed her opinion that the height of the structure is still an issue and that the Case Report does not clearly identify the height of the building.

Krull expressed his opinion that the Case Report does not address all the issues and may not constitute a complete Case Report.

In response to a question regarding the Department of Interior guidelines, Bulman advised that height standards are not specified in the guidelines, but are State Administrative Rules adopted by the Legislature. Additional discussion followed.

Dennis also expressed her opinion that the report drawings are not to scale, that the Case Report does not specify whether all prudent and feasible alternatives have been considered and the actual number of parking spaces that will be provided in the structure.

Krull expressed his opinion that a feasibility study needs to be completed for the structure. Additional discussion followed.

James expressed his opinion that the Case report is incomplete. Grable concurred.

Bulman recommended that the Committee continue the Case Report for two weeks and to inform the applicant about the Committee's concerns with the Case Report not thoroughly addressing building materials, parking and the mass and scaling of the structure in comparison to the existing downtown buildings.

James moved that due to the Case Report being submitted to the City late yesterday afternoon, that the Case Report for the President's Plaza be continued to the May 18, 2012 meeting with the understanding that the State agrees that a decision does not need to be made at this meeting; however, if the State requests that the Case Report be heard at this meeting, the Historic Preservation Commission does not agree with the Case Report. The motion was seconded by Grable.

Discussion followed regarding the height of the tower, the misrepresentation of the mass and scaling of the structure and building materials.

The motion that due to the Case Report being submitted to the City late yesterday afternoon, that the Case Report for the President's Plaza be continued to the May 18, 2012 meeting with the understanding that the State agrees that a decision does not need to be made at this meeting; however, if the State requests that the Case Report be heard at this meeting, the Historic Preservation Commission does not agree with the Case Report carried unanimously.

Dennis moved that a subcommittee be created to work with the applicants regarding the compatibility of the proposed structure with the Historic Downtown area. The motion was seconded by Krull and the motion carried unanimously.

Dennis, Krull and Williams volunteered to be on the subcommittee and were appointed by Chairman Roseland.

Petersen addressed the proposed parking spaces that will be provided upon completion of the President's Plaza. She added that from the City Council's perspective, President's Plaza will

provide additional parking in the downtown area and will be an economic boost for the City. A brief discussion followed.

Old Business

Design Handbook

The Committee concurred that the discussion of the Design Handbook be continued for two weeks.

Dennis moved to adjourn the meeting at 8:54 a.m. The motion was seconded by Knox and approved unanimously.

**Minutes of the May 18, 2012
Rapid City Historic Preservation Commission Meeting**

Members Present: Michelle Dennis, Jean Kessloff, Pat Roseland, Heather Knox, Cynthia Matson and Shawn Krull

Members Absent: Richard Grable, Eric James, Gavin Williams and Duane Baumgartner

Others Present: Karen Bulman, Jeanne Nicholson, Jay Swaby, Eric Monroe, Lynn Uhrig, Nicole Uhrig, Micah Schmid, Bonny Petersen, Council Liaison and Ron Sasso, Council Liaison Alternate

Roseland called the meeting to order at 7:30 a.m.

Approval of Meeting Agenda

Matson requested that Bylaws be added as an item under New Business. Roseland requested that the Committee have a discussion about the Buildings in Peril list.

Krull moved to approve the meeting agenda with the noted additions. The motion was seconded by Matson and the motion was approved unanimously.

11.1 Reviews

908 South Street (12RS005)

Uhrig reviewed the proposed request to demolish a garage and noted that they would like to build a two car garage with a loft that would match the existing style of the house.

In response to a question from Krull, Bulman explained that according to the aerial map, the garage does not appear to be a contributing structure.

Dennis explained that the house and attached garage are considered one structure and the map identifies two contributing structures on the property. She expressed her opinion that the unattached garage along the alley is a contributing structure. Additional discussion followed.

In response to a question from Krull regarding setback requirements, Bulman explained that an addition can be added to the existing detached garage without changing the setbacks; however, if the existing detached garage is demolished and a new garage is built, the new garage would need to meet the current setback requirements. A brief discussion followed.

Krull moved to recommend a finding that demolishing the garage will have an adverse effect on historic property. The motion was seconded by Knox.

Additional discussion followed regarding setback requirements.

Ron Sasso entered the meeting at this time.

The motion to recommend a finding that demolishing the garage will have an adverse effect on historic property carried unanimously.

306 7th Street (12CM013)

Swaby reviewed the proposed request to install an air conditioning unit on the east side of the building. He added that the air conditioning unit will be enclosed in an historic looking wood

fence which will be painted maroon to match the building. Swaby further explained that the old units on the south side will eventually be removed.

Krull moved to recommend a finding that installing an air conditioning unit on the east side of the building will have no adverse effect on historic property. The motion was seconded by Matson.

Dennis expressed her opinion that the fence is not necessary and may draw more attention than the air conditioning unit.

Krull stated that he does not object to the fence but would like to see the fence painted a different color than maroon. Dennis concurred. Additional discussion followed.

Swaby advised that the paint for the color of the fence will be changed to match the deck.

The motion to recommend a finding that installing an air conditioning unit on the east side of the building will have no adverse effect on historic property carried unanimously.

1819 West Boulevard (12RS012)

Schmid reviewed the proposed request to install an egress window on the northeast corner of house.

Discussion followed regarding the size of the proposed window and code requirements.

Krull moved to recommend a finding that installing an egress window will have no adverse effect on historic property. The motion was seconded by Matson.

Kessloff expressed her opinion that the egress window opening may be located too close to the step and front door. Schmid stated that something will be placed over the ground opening for safety issues. Additional discussion followed.

The motion to recommend a finding that installing an egress window will have no adverse effect on historic property carried unanimously.

512 Main Street (12CM014)

Dennis advised that she will abstain from voting on this item.

Dennis informed the Committee that this is the last phase of development and that there are very few historic materials and features remaining on the second floor.

Monroe explained that the common area, stairway and elevator features from the first floor will extend to the second floor. He added that the intent for the second floor is to divide the space into four, possibly five, retail spaces. Monroe explained that the back stairways will be retained and that the steel fire door will be replaced with double wooden doors similar to the doors on the first floor. He advised that the windows on the Main Street side will be replaced with the same windows that are on the west side and that the glass block window in the rear stair well will remain as is. Monroe also noted that the openings for the two long windows on the north side will be made smaller to match the existing square windows and that all of the square windows will be glass blocks. Additional discussion followed.

Matson moved to recommend a finding that the remodeling of the second floor will have no adverse effect on historic property. The motion was seconded by Krull and carried with Dennis abstaining.

Approval of Minutes

Matson moved to approve the May 4, 2012 meeting minutes. The motion was seconded by Dennis and carried unanimously.

New Business

Case Report for President's Plaza

Bulman informed the Committee that the applicant has requested that the Case Report be continued to the June 1, 2012 meeting. Bulman added the applicant has indicated that changes have been made to the front of the proposed building.

Krull expressed his opinion that the Committee needs to focus on actual footage of the structure as well as the height.

Bylaws

Matson expressed her opinion that the Committee should discuss the need for possibly changing the Bylaws to add alternate members to ensure that quorum is present for meetings. Discussion followed.

Old Business

Design Workbook comments

Bulman briefly reviewed the comments received at the workshop for the Design Workbook. She noted that several comments were received regarding the landscaping and color items in the workbook and expressed her opinion that they should be stated as a recommendation, not as a requirement in the workbook. Additional discussion followed.

Bulman reminded the Committee members that they should get their comments to her so she can forward them to Nore Winter. She added that the City Council approved the extension of the contract for the Design Workbook to the end of July. Bulman informed the Committee that the State has increased the matching dollars to \$15.60 per volunteer hour.

Buildings in Peril

Roseland explained that he received a call from the owner of 1021 St. Joseph Street who was concerned with his property being included in the list of Buildings in Peril that was identified in the newspaper last week. Roseland advised that the owner indicated that the building has been restored. A brief discussion followed.

QR Coding

Kessloff informed the Committee that she received an email from Dan Daly requesting the history information for the buildings included in the project. Discussion followed.

Dennis moved to adjourn the meeting at 8:40 a.m. The motion was seconded by Matson and approved unanimously.

**Minutes of the June 1, 2012
Rapid City Historic Preservation Commission Meeting**

Members Present: Pat Roseland, Jean Kessloff, Richard Grable, Duane Baumgartner, Cynthia Matson, Heather Knox, Eric James, Gavin Williams and Shawn Krull

Members Absent: Michelle Dennis

Others Present: Karen Bulman, Jeanne Nicholson, Barbara Soderlin, Hani Shafai, Pat Hall, Rich von Lührte, Brian Livingston, Tony Thornton, Tom Wuertz, Fred Thurston, Jessie Rhoden, Ken Steinken and Bonny Petersen, Council Liaison

Roseland called the meeting to order at 7:30 a.m.

Approval of Meeting Agenda

James moved to approve the meeting agenda. The motion was seconded by Matson and the motion was approved unanimously.

11.1 Reviews

1208 West Blvd (12RS013)

Jessie Rhoden from All Star Construction reviewed the proposed request to replace an existing deck and noted that the dimensions and the foot print will remain the same. He added that the deck will be constructed with redwood and will meet current building codes.

Baumgartner moved to recommend that replacing the deck will have no adverse effect on historic property. The motion was seconded by Krull and carried unanimously.

811 St. Andrew St (12RS014)

Fred Thurston thanked the Committee for not allowing the property owner to demolish the garage and thanked Barb Soderlin for the article in the Rapid City Journal. He explained that Historic Rapid City is here to help residents of the Historic District and that Mr. Robeck contacted him about the expansion of the garage. He advised that the existing garage and roof will be used except for the outer wall and that a structural beam will be constructed between the existing garage and the addition. Thurston added that the garage will be lifted and that the concrete floor will be replaced. Thurston reviewed the proposed roof line and noted that the materials used for the garage and addition will be similar to the materials of the house.

James moved to recommend a finding that an addition to the garage will have no adverse effect on historic property. The motion was seconded by Matson.

Roseland thanked Thurston for working with the applicant to find ways to add to the garage instead of demolishing the garage.

Thurston commented that Historic Rapid City is willing to work with property owners in the preservation of historic property.

The motion to recommend a finding that an addition to the garage will have no adverse effect on historic property carried unanimously.

New Business

Case Report for President's Plaza

Hani Shafai informed the Commission that the Case Report has been finalized. He added that the Commission's comments were considered and that samples for the exterior of the structure are being provided for the Commission's review. Shafai reviewed the improvements that have been made to the downtown area and the historic district. He added that the President's Plaza will not only be an enhancement but will provide new businesses in the downtown area. Shafai briefly addressed shadowing, massing, colors, setbacks and parking. Shafai reviewed the street side appearances and the proposed uses for the President's Plaza. Shafai added that the proposed structure will be approximately four stories higher than the Alex Johnson and provided aerial views of the downtown area from North Street and Skyline Drive. Shafai explained because of safety reasons, granite will be used on the main level exterior walls and that two different colors of precast concrete will be used on the remaining walls of the structure.

Roseland expressed his opinion that the proposed color scheme for the condos will closely match the Alex Johnson.

Matson expressed her opinion that the developer has done a great job and that they have taken into consideration the comments from the Commission and the public.

In response to a question from Baumgartner, Shafai explained the proposed color and material scheme for the President's Plaza.

Hall added that the back side of the parking structure will also be made of precast concrete panels and that approximately 50% of the glass from original design has been removed.

Rich von Lührte of RNL Design informed the Committee that the consultants have worked very hard to bring the historic context into the proposed structure and addressed color detail, materials, window patterns, columns and the roof line. He added that breaking the proposed structure into sections gives the structure a similar look to the rest of the downtown area.

Krull advised that he met with Shafai to discuss the case report, specifically the materials, colors, shadowing and the effort to break up the verticality of the structure. He added that the consultants and the developer have put a lot of effort into the case report and have addressed the concerns of the Commission. He expressed some concern about the proposed size of the precast concrete panels. Discussion followed.

Krull expressed his opinion that the sense of several buildings instead of one large building and the proposed color scheme will help in reducing the mass of the structure. He added that he agrees with the proposed coloring and materials.

Thurston inquired as to whether the proposed structure will comply with the Park Service standards and expressed his opinion that it is important that the standards are followed. Thurston added that the proposed structure has been improved and asked if the developer has considered flipping the structure 180 degrees so that the tower is along Fifth Street instead of Sixth Street.

Shafai stated that the consultants and the developers have considered that and because of safety concerns, they did not feel that was feasible. Shafai further explained that if would be

very dangerous for both vehicular and pedestrian traffic to have deliveries being made on Fifth and St. Joseph Streets. Additional discussion followed.

In response to Thurston's comments, Shafai explained that the deliveries would primarily be made in the alley and that the intent in the future is for the alley to be vacated except for emergencies and deliveries. Shafai also addressed the old City Hall and potential improvements to the parking lot at the corner of Fifth and Kansas City Streets.

Thurston expressed his opinion that an issue still exists about the Federal laws for Historic Districts.

James explained that the Commission needs to accept, not accept or provide no comments on the Case Report. A brief discussion followed.

James moved to agree with the revised Case Report for the President's Plaza. The motion was seconded by Matson.

Petersen commented that the City Council will more likely be willing to accept the project because of the most current changes to the colors, mass and shadowing of the structure and because the project will have the support of the Historic Preservation Commission.

The motion to agree with the revised Case Report for the President's Plaza carried with Roseland, Grable, Baumgartner, Matson, Knox, James and Williams voting yes and Kessloff voting no.

Approval of Minutes

Grable moved to approve the May 18, 2012 meeting minutes. The motion was seconded by Matson and carried unanimously.

Meeting Attendance

Roseland suggested that meeting attendance be discussed at the next meeting.

Matson moved to adjourn the meeting at 8:32 a.m. The motion was seconded by Williams and approved unanimously.

**Minutes of the June 15, 2012
Rapid City Historic Preservation Commission Meeting**

Members Present: Pat Roseland, Duane Baumgartner, Michelle Dennis, Eric James, Shawn Krull and Cynthia Matson

Members Absent: Richard Grable, Heather Knox, Jean Kessloff and Gavin Williams

Others Present: Karen Bulman, Jeanne Nicholson, Kip Harrington, Brett Limbaugh, Claudia Laws, Jack Batchelder, Adam Braun, Leah Braun, Barbara Soderlin and Bonny Petersen, Council Liaison

Roseland called the meeting to order at 7:32 a.m.

Approval of Meeting Agenda

James moved to approve the meeting agenda. The motion was seconded by Matson and the motion was approved unanimously.

11.1 Reviews

1421 West Blvd (11RS025)

Batchelder reviewed the proposed request to do a partial demolition and reconstruction of the garage. He added that the original garage had a gabled roof and that the reconstructed garage will have a pitched roof.

Bulman reminded the Committee that the original part of the garage was destroyed when it was backed into by a backhoe and that the remaining portion that is standing was an addition to the original garage. She noted that the application is to add a pitched roof to the garage instead of a flat roof.

Matson moved to recommend a finding that removing the roof and reconstructing the garage will have no adverse effect on historic property. The motion was seconded by James.

In response to a question from Krull, Batchelder advised that the siding for the garage will match the siding that is currently on the existing garage and can match the siding of the house if necessary.

Krull suggested that wood shingles, similar to those on the house, be added to the garage above the doors for a visual enhancement.

The motion to recommend a finding that removing the roof and reconstructing the garage will have no adverse effect on historic property carried unanimously.

920 Fairview St. (12RS015)

Soderlin reviewed the proposed request to change the 36" rear door for a larger opening and to center the door under transom window. She added that they received permission previously to increase the opening for the rear door from 32" to 36" and that the current application is to increase the opening to approximately 52" to allow for a side light on the east side of the door. She added that the new door and side light will be centered under the transom window.

Matson moved to recommend a finding that changing a 36” rear door for a larger 52” opening and centering the door under the transom window will have no adverse effect on historic property. The motion was seconded by James.

In response to question from Krull, Soderlin explained the layout of the landing and the stairs at this door location.

The motion to recommend a finding that changing a 36” rear door for a larger 52” opening and centering the door under the transom window will have no adverse effect on historic property carried unanimously.

1301 11th St. (12RS016)

Krull reviewed the request to restore the porch to an open porch and to add windows. He noted that he would abstain from voting on this 11.1 Review. Krull advised that the corner pillar will remain as is, that the existing window line height will be used and that the windows will be set back and not be flush with the walls. He further explained that the original windows and the proposed windows will be very similar in appearance and that the owners are considering double hung windows or casement windows.

Dennis expressed her opinion that the double hung windows would be more historic and would be very similar to the existing windows. Dennis reminded the applicant to allow for drainage on the sill surface for the new windows.

Matson moved to recommend a finding that partially restoring a closed porch to an open porch and adding windows to the front of the porch using 3 over 4 double hung windows setback so they are not flush with the wall and using a three window combination on the side porch will have no adverse effect on historic property. The motion was seconded by James.

Krull briefly reviewed the proposed layout of the front door opening.

The motion to recommend a finding that partially restoring a closed porch to an open porch and adding windows to the front of the porch using 3 over 4 double hung windows, setback so they are not flush with the wall and using a three window combination on the side porch will have no adverse effect on historic property carried with Dennis, Roseland, James, Baumgartner and Matson voting yes and Krull abstaining.

Krull reviewed the proposed request to add sliding doors to the rear of the house and noted that the sliding glass doors would allow more room for foot traffic in the dining area.

James moved to recommend a finding that replacing two windows with two sliding glass doors and increasing the opening to approximately ten feet will have no adverse effect on historic property. The motion was seconded by Matson.

Krull advised that the sliding glass doors will be made of wood and will be a solid glass flat window with no grills.

The motion to recommend a finding that replacing two windows with two sliding glass doors and increasing the opening to approximately ten feet will have no adverse effect on historic property carried with Dennis, Roseland, Baumgartner, James and Matson voting yes and Krull abstaining.

817 9th St. (12CM015)

Krull reviewed the proposed request to replace the steps and handicap ramp. He informed the Committee that the owner is considering using either wood or concrete for the handicap ramp and mimic the existing wood railing on the new ramp. Krull advised that the front steps need to be totally reconstructed and that the existing bricks are not made of the right materials for the deck landing. He added that the owner would like to use concrete for the steps and use the existing brick facing. Additional discussion followed.

Dennis expressed her opinion that using concrete and the brick facing on the steps would be the best solution because of the durability of the concrete.

Roseland expressed concern with using concrete for the ramp because that would make the ramp more permanent than a wood ramp. Dennis concurred and suggested that the railings for the steps and the ramp be the same. Discussion followed.

James moved to recommend a finding that replacing the top brick steps and deck landing with a concrete surface, but retaining the brick facing, and replacing the wood handicap ramp with a wood ramp with metal railings will have no adverse effect on historic property. The motion was seconded by Dennis and carried with James, Dennis, Roseland, Baumgartner and Matson voting yes and Krull abstaining.

Approval of Minutes

Baumgartner moved to approve the June 1, 2012 meeting minutes. The motion was seconded by James and carried unanimously.

New Business

Meeting Attendance

Bulman provided the Committee with the meeting attendance records and briefly reviewed the Bylaws. A brief discussion followed.

Historic Sign Board and Historic Preservation Commission Meetings

Karen introduced Brett Limbaugh, Community Planning and Development Services Director.

Limbaugh informed the Committee that he has been directed by the Mayor and the City Council to review all meeting committees and schedules to determine if any of the Committees can be consolidated or eliminated. Limbaugh suggested that the Historic Sign Board meet right before the Historic Preservation Commission meeting. Additional discussion followed.

Bulman explained that the Historic Sign Board and the Historic Preservation Commission have different regulations and that consolidating the two meetings together could be confusing. A brief discussion followed.

Dennis suggested that an alternate from the Historic Preservation Commission be appointed to the Historic Sign Board in the event that the appointed Historic Preservation Commission member cannot attend the meeting. Additional discussion followed. The Committee concurred with appointing an alternate to the Historic Sign Board and having the Historic Sign Board meeting at 7:00 a.m. and the Historic Preservation Commission at 7:30 a.m. on the same Fridays.

In response to a question from Roseland, Bulman explained that the new requirement for building permits to replace siding and windows will need to be reviewed by the Historic Preservation; however, she added that the State's Memorandum of Understanding may allow these permits to bypass the Commission if the same siding and windows will be used to replace the old siding and windows, similar to the shingle replacement requirement. Additional discussion followed.

James expressed concern that the Alex Johnson Hotel is not following the 11.1 Review Process for the Vortex. A brief discussion followed.

Roseland informed the Committee that Karen Bulman is retiring on June 28, 2012 and thanked her for her hard work and dedication to the Historic Preservation Commission.

James moved to adjourn the meeting at 8:54 a.m. The motion was seconded by Dennis and approved unanimously.

**Minutes of the July 6, 2012
Rapid City Historic Preservation Commission Meeting**

Members Present: Pat Roseland, Michelle Dennis, Duane Baumgartner, Gavin Williams, Shawn Krull, Richard Grable

Members Absent: Jean Kessloff, L. Eric James, Heather C. Knox, Cynthia Matson

Others Present: Kip Harrington, Katie Parker, Chuck Gruba and Bonny Petersen, Council Liaison

Roseland called the meeting to order at 7:31a.m.

Approval of Meeting Agenda

Krull moved to approve the meeting agenda. The motion was seconded by Williams and the motion was approved unanimously.

11.1 Reviews

923 11th Street (12RS017)

Gruba reviewed the proposal to re-shingle, repair the stucco, and repair the foundation on the house at 923 11th Street. Gruba asked the committee where he could get some original pictures of the property. Roseland stated that he could contact Reid Riner at the Journey Museum and that the committee could check their records for photos. Gruba indicated that he intends to keep the outside of the property as close to the original grandeur as possible, but wanted to also install new windows. Krull requested that the review for windows be discussed as a separate topic. Roseland concurred to this request.

Harrington reiterated the original request to the committee. Dennis asked Gruba for a description of the foundation and the types of repairs that need to be done. Gruba noted that the back side of the foundation has sunk two to three inches and that he will need to raise and pour new foundation under part of the existing foundation. Dennis asked if the foundation substance was concrete. Gruba responding that it was some sort of sandstone or rock. Krull added that the foundation is granite. Discussion ensued about the current condition of the foundation.

Krull asked if Gruba would be receiving professional assistance with the foundation. Gruba detailed that he intended to do the job on his own, as he is an experienced contractor and has connections to companies that can assist with the project if needed.

Dennis asked if the porch on the first floor was original and if the balcony on the back of the house was an addition. Gruba stated that the porch was original, but was unsure about the balcony. Williams mentioned that some of the soffits would need to be replaced. Gruba responded by stating that he intends to replace the soffits and the bead board.

Davis asked what method would be used to repair the stucco. Gruba said that the since the stucco is mainly cracked, the stucco would be caulked or perform other methods to properly repair it. Gruba further stated that when the foundation is completed, that portion of the property would need to be re-stuccoed. Gruba also confirmed to Davis that he would use plaster instead of a synthetic product.

Discussion took place regarding the style of home this property to help determine the type of roofing material that would be appropriate. Williams stated that he thought that this style was a

Mediterranean Four Square, with Dennis stating that the property is more of a Prairie Style due to the posts on the porch of the home.

Krull asked what type of asphalt material would be used to replace the roof. Gruba replied that he would stay as close as possible to what is currently there. Discussion ensued amongst the committee regarding the type of shingles that could be used, with Williams stating that architectural shingle or a 3-tab shingle could be used.

Krull moved to recommend that the proposed foundation, stucco and roof repairs will have no adverse effect on the historic property at 923 11th Street. The motion was seconded by Baumgartner and carried unanimously.

Roseland requested Gruba explain the plans proposed to replacing the windows. Gruba responded that he intended to leave the existing window frames and is considering purchasing new wood sashes with double panes. Dennis asked about the condition of the existing frames and sashes. Gruba said that the window frames and sashes appear to be in good condition. Gruba wondered if it would be possible to router the existing panes out. Dennis said that it is possible and knows someone in Oregon who could give instruction on how to do this, with Williams adding that the instructions could be found online. Dennis added that a workshop presented by Bob Yapp a few years ago instructed that as long as the frames and sashes were in good repair, a better insulation benefit is provided by leaving the original windows in place. Dennis offered to give Gruba either contact information for Bob Yapp, information from the workshop or contact information for someone in the area that has received training from Bob Yapp.

Additional discussion took place regarding the windows in the house, applicable building codes and the benefits to the owner for maintaining the home's original windows. The Commission members concurred that replacing the windows is less efficient than repairing the windows, but also creates a negative impact to the historical value of the home.

Krull moved to recommend that the proposed plan to repair/restore windows as needed, not including any window replacement, will have no adverse effect on the historic property. The motion was seconded by Dennis and carried unanimously.

Approval of Minutes

Baumgartner moved to approve the June 15, 2012 meeting minutes. The motion was seconded by Grable and carried unanimously.

Grable left meeting.

Dennis moved to adjourn the meeting at 8:09 a.m. The motion was seconded by Baumgartner and approved unanimously.

**Minutes of the July 20, 2012
Rapid City Historic Preservation Commission Meeting**

Members Present: Michelle Dennis, Jean Kessloff, Duane Baumgartner, Cynthia Matson, Eric James, Heather Knox, Richard Grable and Gavin Williams

Members Absent: Pat Roseland and Shawn Krull

Others Present: Kip Harrington, Jeanne Nicholson, Jack Batchelder and Claudia Laws

James called the meeting to order at 7:30 a.m.

Approval of Meeting Agenda

Matson requested that timesheets be added as an item under Old Business. Grable requested to add QR Coding as an item under Old Business. Kessloff also requested that the 2009 IBC Code be added as an item under Old Business.

Matson moved to approve the meeting agenda with the noted additions. The motion was seconded by Dennis and the motion was approved unanimously.

11.1 Reviews

1421 West Boulevard (11RS025)

Batchelder reviewed the proposed request to do a demolition and reconstruction of the garage. He reviewed the original plan which was to remove the roof, extend the walls and install a new roof. He noted that after visiting with the contractor, the plan was revised to remove the remaining structure, to raise the elevation of the garage floor approximately four inches to match the level of the sidewalk and to construct a new garage.

Laws reminded the Committee that the part of the structure that was contributing was demolished due to damages caused in a construction accident and that the remaining portion of the garage, which is newer, was an addition and is not contributing.

Dennis moved to recommend a finding that the demolition and reconstruction of a garage would have an adverse effect on historic property based on the requirements for contributing structures. The motion was seconded by Baumgartner.

In response to comments from Matson concerning the requirements for contributing structures, Dennis explained that the details of the applicant's revised plan should be included with the Committee's action on the 11.1 Review when it is submitted to the State Historic Preservation Office (SHPO) for review. She added that SHPO will review the details and will make a final decision based on all of the submitted information.

In response to a question from Dennis, Batchelder informed the Committee that the size of the garage will be 23 x 25 feet, the same size as proposed in the original plan. He added that the siding will be the same or similar to the siding on the house.

Williams suggested that the siding for the house and the garage should match and that the same peak features on the house be incorporated into the proposed garage.

In response to a question from Dennis, Laws advised that there will be two door openings in the garage. Batchelder added that the gabled roof on the garage will be the same pitch as the roof on the house.

Dennis recommended that staff submit the details for the proposed garage as they relate to the size, siding, roof and door openings to SHPO with the Committee's action on the 11.1 Review. She added that the contractor's comments should also be included and it should be noted that the garage would meet the requirements for compatible construction based on the new Design Handbook.

Dennis suggested that the old siding be salvaged and donated to Restore if the applicants do not intend to re-use it.

The motion to recommend a finding that the demolition and reconstruction of a garage would have an adverse effect on historic property based on the requirements for contributing structures carried unanimously.

Approval of Minutes

Matson moved to approve the July 6, 2012 meeting minutes. The motion was seconded by Williams and carried unanimously.

Old Business

Timesheets

Matson reminded the Committee that each of the members needs to be very conscientious about filling out timesheets for any Historic Preservation activity. A brief discussion followed.

QR Coding

Grable informed the Committee that the website for the QR Coding project is up and running. He added that the committee for the QR Coding project will be meeting on August 1, 2012 at 1:00 p.m. at Main Street Square to discuss the placement of the Quick Reader Code Stickers on the buildings. He requested that the members review the building list and notify the building owners about the stickers. Grable added that a press conference will be held once the stickers have been installed on the buildings.

2009 IBC Code

Kessloff advised that the City Council adopted the 2009 IBC Code and inquired as to whether the public has been informed that a new code has been adopted, more specifically the requirements for window, siding and roof replacement. A brief discussion followed.

Dennis expressed her opinion that a resource list, not an endorsement list, should be made available to the public on the City's website. Additional discussion followed.

In response to Williams' question regarding window replacement, Dennis reviewed different styles of windows that are available and noted that property owners should be encouraged to repair windows instead of replacing windows. Discussion followed.

Matson moved to adjourn the meeting at 8:17 a.m. The motion was seconded by Knox and approved unanimously.

**Minutes of the August 3, 2012
Rapid City Historic Preservation Commission Meeting**

Members Present: Pat Roseland, Duane Baumgartner, Michelle Dennis, Jean Kessloff, Cynthia Matson, Gavin Williams, Shawn Krull and Eric James

Members Absent: Heather Knox and Richard Grable

Others Present: Kip Harrington, Jeanne Nicholson, Gene Fennel, Michael McNeely, Chris Wells, Luke Mortimer and Cari Mortimer

Roseland called the meeting to order at 7:30 a.m.

Approval of Meeting Agenda

Dennis requested that the National Register Nomination be added to the agenda. Matson also requested that QR Codes be added to the agenda. Harrington informed the Committee that additional information has been provided for 201 Main Street which has not been posted to the website.

Matson moved to approve the meeting agenda with the noted additions. The motion was seconded by Baumgartner and the motion was approved unanimously.

James and Krull entered the meeting at this time.

11.1 Reviews

1602 West Boulevard (12RS018)

Mortimer reviewed the proposed request to add a garage and an addition. He added that restoration has occurred throughout the inside of the home and that the current garage does not allow for storage of vehicles. He noted that they are preserving the historical integrity of the house as much as possible and will salvage the brick to be used on the garage and addition.

Matson moved to recommend a finding that the demolition and reconstruction of the garage and addition would have no adverse effect on historic property. The motion was seconded by James.

Baumgartner stated that the demolition of the garage would have an adverse effect on the contributing structure. Additional discussion followed.

In response to a question from Dennis, Cari Mortimer reviewed the improvements that have been made to the inside of the house.

Dennis briefly reviewed the Tax Credit Program and suggested that the applicants apply for the tax credits.

Dennis expressed her opinion that the parapet over the garage is a defining feature to the house and encouraged the applicant to include it in the design of the garage and addition. She expressed concern with the roof overhang above the garage doors and stated that the feature is not characteristic to the Tudor house style.

In response to a question from Dennis, Luke Mortimer reviewed the proposed footprint for the garage and the addition.

A lengthy discussion followed regarding the roof lines, the roof overhang, the dimensions of the garage and addition, the parapet and the appropriate materials to use on the façade of the garage and addition.

Dennis suggested that Krull and herself meet with the owners and their architect to review some design features that could make the demolition and the reconstruction of the garage and addition more appealing to the State Historic Preservation Office (SHPO). The owners concurred.

Dennis made a substitute motion to continue the 11.1 Review for 1602 West Boulevard to the August 17, 2012 meeting. The motion was seconded by Matson and carried unanimously.

530 Sixth Street (12CM016)

Harrington informed the Committee that the applicant is not present. He added that the 11.1 Review is to install a walk-in cooler in the basement.

Krull moved to recommend a finding that the installation of a walk-in cooler in the basement would have no adverse effect on historic property. The motion was seconded by Matson and carried unanimously.

717 South Street (12RS019)

Chris Wells reviewed the proposed request to demolish and rebuild the garage. He noted that the original garage was partially damaged when it was hit by a piece of machinery.

James explained the requirements for contributing structures.

Wells advised that the design for the new garage has not been finalized.

Dennis suggested that the Committee submit the recommendation that the demolition of the garage would have an adverse effect on historic property to the State Historic Preservation Office (SHPO.) She added that the Committee's recommendation on the new garage can be forwarded to SHPO once the design plans for the new garage are finalized.

Dennis recommended that the design for the new garage, such as materials and doors, be compatible with the Historic District.

James moved to recommend a finding that the demolition of the garage would have an adverse effect on historic property. The motion was seconded by Matson and carried unanimously.

201 Main Street (12CM017)

Fennel reviewed the proposed request for interior renovations as identified on the plans, the stair expansion and the elevator replacement. Fennel identified the previously approved renovations that have taken place. Discussion followed.

Krull moved to recommend a finding that the interior renovation, stair expansion and elevator replacement would have no adverse effect on historic property. The motion was seconded by Baumgartner and carried unanimously

James commended the applicant for the great restoration of the historic details of the structure.

Matson departed the meeting at this time.

Approval of Minutes

Krull moved to approve the July 20, 2012 meeting minutes. The motion was seconded by James and carried unanimously.

New Business

QR Codes

Harrington advised that the QR stickers have been placed in the windows and that they are working.

National Register Nomination

Dennis informed the Committee that she will be out of town for approximately six months. She reminded the Committee that no determination has been made for the National Register nomination and asked if any of the members had any ideas for possible projects. She added that she would need to submit her hours and information for the nomination before she leaves town. A brief discussion followed.

Dennis moved to recommend that the Historic Preservation Commission nominate Founders Rock to the National Register. The motion was seconded by James and carried unanimously.

Historic Preservation Commission Membership

Harrington inquired as to whether the Committee wants to maintain their membership with the South Dakota State Historical Society. He added that the membership is approximately \$50.

Dennis moved to maintain the Rapid City Historic Preservation Commission membership with the South Dakota State Historical Society at the approximate cost of \$50. The motion was seconded by James and carried unanimously.

James moved to adjourn the meeting at 9:14 a.m. The motion was seconded by Krull and carried unanimously.

**Minutes of the August 17, 2012
Rapid City Historic Preservation Commission Meeting**

Members Present: Michelle Dennis, Shawn Krull, Duane Baumgartner, Eric James, Cynthia Matson, Heather Knox and Richard Grable

Members Absent: Jean Kessloff, Pat Roseland and Gavin Williams

Others Present: Kip Harrington, Jeanne Nicholson, Luke Mortimer, Cari Mortimer, Jason Pendegrath and Bonny Petersen, Council Liaison

James called the meeting to order at 7:30 a.m.

Approval of Meeting Agenda

Krull moved to approve the meeting agenda. The motion was seconded by Dennis and the motion was approved unanimously.

11.1 Reviews

1602 West Boulevard (12RS018)

Cari Mortimer informed the Committee that they have met with several Historic Preservation Commission members and the architect to determine a new design for the garage and the addition. Luke Mortimer advised that they have also visited with Paul Porter from the State Historic Preservation Office. He briefly identified the proposed changes to the dormer, the overhang above the garage doors and the parapet. A brief discussion followed.

Dennis reviewed the relocation of the back door and the hood roof that was not identified on the previous plans.

Dennis expressed her appreciation to the applicants for their willingness to work with the Historic Preservation Commission about retaining historic character defining features throughout this project.

Matson moved to recommend a finding that the demolition of the garage would have an adverse effect on historic property and that the proposed design for the addition, developed with the assistance from members of the Rapid City Historic Preservation Commission and the State Historic Preservation Office, will minimize any adverse effect on historic property. The motion was seconded by Knox.

A brief discussion followed regarding the verticality of the parapet and the proposed elevations on the south side of the house.

The motion to recommend a finding that the demolition of the garage would have an adverse effect on historic property and that the proposed design for the addition, developed with the assistance from members of the Rapid City Historic Preservation Commission and the State Historic Preservation Office, will minimize any adverse effect on historic property carried unanimously.

810 Fairview Street (12RS020)

Pendegrath reviewed the proposed request to use a TPO roofing membrane on the flat porch roof and noted that the membrane has to come up the wall the minimum distance. He added that the top of the membrane is not visible from the street.

Krull moved to recommend a finding that the installation of a TPO roofing membrane on the flat porch roof will have no adverse effect on historic property. The motion was seconded by Matson.

Krull expressed his concern about the appearance of the roofing membrane and asked if something can be placed over the termination bar for a better transition to the roof line. A brief discussion followed.

The motion to recommend a finding that the installation of a TPO roofing membrane on the flat porch roof will have no adverse effect on historic property carried unanimously.

A brief discussion followed regarding the requirements of the Design Guidelines for TPO roofing membranes.

Harrington informed the Committee that the contract for phase 3 of the Design Handbook has been sent to Nore Winter for his signature. He added that the contract will be on the Legal and Finance Committee agenda and the City Council agenda in the next couple of weeks.

Approval of Minutes

Matson moved to approve the August 3, 2012 meeting minutes. The motion was seconded by Krull and carried unanimously.

New Business

QR Codes

In response to a question from Matson, Grable advised that the QR Codes are completed and the press has been notified about the project.

Baumgartner requested that Dakota Middle School and Main Street Square be removed from the subcommittee list because the projects have been completed.

Grable moved to adjourn the meeting at 7:57 a.m. The motion was seconded by Matson and carried unanimously.

**Minutes of the September 7, 2012
Rapid City Historic Preservation Commission Meeting**

Members Present: Jean Kessloff, Pat Roseland, Cynthia Matson, Shawn Krull, Eric James, Duane Baumgartner, Gavin Williams and Richard Grable

Members Absent: Heather Knox and Michelle Dennis

Others Present: Kip Harrington, Jeanne Nicholson, Eric Monroe, Sheryl Coley, Dana Legner and Cathleen Legner

Roseland called the meeting to order at 7:30 a.m.

Approval of Meeting Agenda

James moved to approve the meeting agenda. The motion was seconded by Krull and the motion was approved unanimously.

11.1 Reviews

514-518 Mt Rushmore Rd, 722-726 Saint Joseph St (12CM018)

Sheryl Coley reviewed the proposed request to do exterior alterations to the doors, windows and awnings. She informed the Committee that Black Hills Works is putting in a gallery and a studio in east end of the building and identified the other tenants of the building. She added that the project was previously approved but this 11.1 Review is for a change to the windows in the gallery space and the awning materials.

James moved to recommend a finding that the exterior alterations to the doors, windows and awnings will have no adverse effect on historic property. The motion was seconded by Matson.

In response to a question from Baumgartner, Coley explained that there is crumbling brick under the metal panels.

Kessloff expressed concern about removing the metal panels because of the historic materials located under the panels. A brief discussion followed.

In response to a statement from Krull, Coley explained that the original wood roof framing and trusses will be exposed. She added that the windows will be larger but will be installed in the original garage door openings.

Krull expressed his opinion that the applicant should try to preserve as many interior and exterior historic features as possible.

Grable entered the meeting at this time.

Coley identified the location of the new pilaster on the west side of the building. Krull suggested that pilasters could also be added along the roof line as additional enhancement to the structure.

In response to a question from Baumgartner, Coley identified the location of the bus access on the back side of the building.

In response to a question from Kessloff, Coley reviewed the size and the materials that will be used for the awnings. A brief discussion followed.

The motion to recommend a finding that the exterior alterations to the doors, windows and awnings will have no adverse effect on historic property carried with Roseland, Grable, Williams, Krull, Matson, Baumgartner and James voting yes and Kessloff voting no.

1423 9th Street (12RS021)

Dana Legner reviewed the proposed request to replace the bottom five brick front steps with wood and to install a hand rail. He added that the landing will be retained and that the wood steps will be painted to match the existing bricks and that the hand rail will be painted to match the trim of the house.

Matson moved to recommend a finding that the replacement of the brick front steps with wood and the installation of a hand rail will have no adverse effect on historic property. The motion was seconded by James.

Kessloff expressed concern about the proposed steps not being characteristic to the historic style of the house and being painted to match the brick on the landing.

Krull expressed his opinion that the proposed stairs would be appropriate for the style of the house and suggested that a black wrought iron or metal railing be used instead of a wood railing. He also suggested that the steps be made of concrete to match the landing to have a congruous look to the stairs and the landing.

Williams expressed his opinion that when the house was built, the steps were probably not made of concrete. He added that the painted redwood steps would look fine with the existing landing. Additional discussion followed.

The motion to recommend a finding that the replacement of the brick front steps with wood and the installation of a hand rail will have no adverse effect on historic property carried unanimously.

Krull departed the meeting at this time.

512 Main St (12CM019)

Eric Monroe reviewed the proposed request to add more storage space off the kitchen area for Alternative Fuel on the main level. He added that the project will entail a new partition wall and that the construction will not affect the historic nature of the building.

Baumgartner moved to recommend a finding that the addition of a new partition wall on the main level for Alternative Fuel will have no adverse effect on historic property. The motion was seconded by James and carried unanimously.

Monroe reviewed the second request to build an office and a storage area for a new tenant space on the second floor.

Baumgartner moved to recommend a finding that building an office and a storage area for a new tenant space on the second floor will have no adverse effect on historic property. The motion was seconded by Matson.

A brief discussion followed regarding the tenants on the second floor.

The motion to recommend a finding that building an office and a storage area for a new tenant space on the second floor will have no adverse effect on historic property carried unanimously.

Approval of Minutes

Baumgartner moved to approve the August 17, 2012 meeting minutes. The motion was seconded by Matson and carried unanimously.

New Business

Roseland informed the Committee that the bill has been received from TDG Communications for the QR Code project. He added that Destination Rapid City has agreed to pay \$1,200.00 and the balance of \$5,210.00 is to be paid by the City of Rapid City Preservation Commission.

James moved to authorize staff to apply the funds in the amount of \$2,000.00 that the Historic Preservation Commission received from the sale of the chairs from Dakota Middle School to the remaining portion of the bill. The motion was seconded by Matson and carried unanimously.

Kessloff advised that she received notification that the realtors are sponsoring classes on selling historic properties. She added that one class will be in Sioux Falls and one in Deadwood. A brief discussion followed.

Baumgartner expressed concern about the proposed construction that is to be done in the Courthouse and suggested that the Commission appoint a liaison to visit with the County about the construction. Additional discussion followed.

Harrington informed the Committee that the City Council has approved the recommendations for the consolidation of City boards and committees. He added that the Historic Sign Review Committee meetings will be moved to the same Fridays as Historic Preservation Commission and will probably start at 7:00 a.m. with Historic Preservation Commission meetings starting at approximately 7:30 a.m. He noted that this change will probably take effect on October 5, 2012. A brief discussion followed.

Harrington advised that Katherine Palmer has been hired to replace Karen Bulman and that she will start on September 25, 2012.

James moved to adjourn the meeting at 8:21 a.m. The motion was seconded by Grable and carried unanimously.

**Minutes of the September 21, 2012
Rapid City Historic Preservation Commission Meeting**

Members Present: Michelle Dennis, Jean Kessloff, Duane Baumgartner, Heather Knox and Shawn Krull

Members Absent: Pat Roseland, Richard Grable, Eric James, Gavin Williams and Cynthia Matson

Others Present: Kip Harrington, Jeanne Nicholson and Dan Claymore

Quorum was not present and no action was taken on the agenda items.

11.1 Reviews

902 Fulton Street (12RS022)

Dan Claymore reviewed the proposed request to replace cedar shake roofing with asphalt shingles. He added that the roof edging and gutters would be black and the down spouts would fade into the body of the house.

Krull expressed his opinion that the style of the new shingles should mimic the color and style of the existing shingles.

Dennis expressed her opinion that the characteristic features of the roof should be retained if at all possible.

A lengthy discussion followed regarding the style and color of shingles that would be appropriate for the historic characteristics of the house.

The Committee concurred that black shingles would not be appropriate for the historic characteristics of the house.

In response to a question from Claymore, Harrington briefly reviewed the 11.1 Review approval process and the building permit process.

There being no further business, the meeting adjourned at 8:15 a.m.

**Minutes of the October 5, 2012
Rapid City Historic Preservation Commission Meeting**

Members Present: Pat Roseland, Jean Kessloff, Cynthia Matson, Eric James, Shawn Krull, Duane Baumgartner, Gavin Williams, Heather Knox and Richard Grable

Members Absent: Michelle Dennis

Others Present: Kip Harrington, Katherine Palmer, Jeanne Nicholson and Pastor Troy Carr

Roseland called the meeting to order at 7:30 a.m.

Approval of Meeting Agenda

Baumgartner requested that the Mt. Rushmore Road Reconstruction Project be added to the agenda. Kessloff requested that the National Register Nomination for Founders Park and Courthouse Construction Update be added to the agenda.

Matson moved to approve the meeting agenda with the noted additions. The motion was seconded by Knox and the motion was approved unanimously.

11.1 Reviews

715 Kansas City Street (12CM020)

Pastor Carr explained that the building will be 100 years old in 2014 and that a lot of upgrades have already been completed on the building. He added that the last major project to be done is the repairs to the exterior stone work and that they will be applying for Deadwood Grant funds. He requested that the Historic Preservation Commission provide a letter of support for the proposed project so that it can be attached to the grant application.

Harrington explained that a building permit is not needed for the proposed exterior building repairs and that he would verify with the State Historic Preservation Office whether they need to approve the repairs.

In response to a comment from Kessloff wanting to make sure the grouting was correct, Pastor Carr advised that they are working with the State on the proposed exterior building repairs. Krull mentioned he had reviewed the proposal and it was correct.

James moved that the Committee provide a letter of support for the proposed exterior building repairs so that it can be incorporated into the application for the Deadwood Grant. The motion was seconded by Matson and carried unanimously.

Grable entered the meeting at this time.

New Business

Mt. Rushmore Road Reconstruction Project

Baumgartner expressed his opinion that the Historic Preservation Commission should have input in the design of the Mt. Rushmore Road Reconstruction Project as it relates to the roadway located within the Historic District.

Grable informed the Committee that there are a lot of property owners along Mt. Rushmore Road that are concerned about the removal of the on street parking and the proposed medians.

He added that the reconstruction project is on the Public Works Committee meeting agenda for Tuesday, October 9, 2012 at 12:30 p.m. in the Council Chambers.

Harrington explained that the item on the Public Works meeting is Phase I of the reconstruction project which encompasses Mt. Rushmore Road from Tower Road to St. Patrick Street and is to discuss the removal of on street parking. He added that Phase II of the reconstruction project which encompasses the roadway from St. Patrick Street to Kansas City Street is in the design phase at this time.

Baumgartner suggested that the South Dakota Department of Transportation be invited to a Historic Preservation Commission meeting to review the proposed plans for the reconstruction project located within the Historic District.

Roseland informed the Committee that the West Boulevard Association is having a meeting on October 22, 2012 at 7:00 p.m. to discuss the Mt. Rushmore Road Reconstruction Project.

Baumgartner commented that the South Dakota Department of Transportation is changing the cross walk at Sixth Street and Omaha Street and that the Historic Preservation Commission should be informed of those changes. Matson requested that the Mt. Rushmore Road Group also be invited.

Harrington advised that a second cross walk will be placed on the other side of the intersection to allow for two cross walks from the downtown area to Memorial Park.

Additional discussion followed regarding on street parking, medians and retaining walls located within the Historic District.

Harrington advised that he will visit with Todd Seaman from the South Dakota Department of Transportation to determine a time that he would be able to attend a Historic Preservation Commission meeting.

Approval of Minutes

Baumgartner moved to approve the September 7, 2012 meeting minutes. The motion was seconded by Knox and carried unanimously.

Knox moved to approve the September 21, 2012 meeting minutes. The motion was seconded by Krull and carried unanimously.

Old Business

National Register Nomination

Kessloff advised that the State is willing to work on the nomination to add Founders Park to the National Register. She added that Mayor Kooiker supports the nomination. Discussion followed.

Roseland requested that the National Register Nomination be added to the next meeting agenda.

Courthouse Construction Project

Kessloff informed the Committee that she has visited with the County and that they will not be changing the stairs in the courthouse and noted that departments will be relocated. She added that the County has indicated that they will stay in contact with the Committee about upcoming changes in the courthouse.

In response to a question from Krull regarding the continuing education seminar that is scheduled for realtors, Harrington advised that he would check to see if there is any information available on the seminar and would forward it on to the Committee members. A brief discussion followed.

Harrington introduced Katherine Palmer, the new Planner. He stated that she will be taking over the Historic Preservation Commission and the Historic Sign Review Committee.

Baumgartner expressed concern with the removal of the façade and the cornices on the Suzie Cappa Art Center. Roseland advised that he would check with the contractor about the project. Additional discussion followed.

Baumgartner moved to adjourn the meeting at 7:59 a.m. The motion was seconded by Krull and carried unanimously.

**Minutes of the October 19, 2012
Rapid City Historic Preservation Commission Meeting**

Members Present: Cynthia Matson, Eric James, Duane Baumgartner, Richard Grable, Gavin Williams and Shawn Krull

Members Absent: Pat Roseland, Michelle Dennis and Heather Knox

Others Present: Kip Harrington, Katherine Palmer, Jeanne Nicholson, Patri Acevedo-Riker and Bonny Petersen, Council Liaison

James called the meeting to order at 7:30 a.m.

Approval of meeting Agenda

Matson moved to approve the meeting agenda. The motion was seconded by Baumgartner and the motion was approved unanimously.

11.1 Reviews

415 Main Street (12CM021)

Acevedo-Riker reviewed the proposed request to relocate the electrical panel and noted that the owner has applied for a variance with the City of Rapid City to allow the electrical panel to be located in the right-of-way. A brief discussion followed regarding the revisions to the 11.1 Review process.

Matson moved to recommend a finding that the relocation of the electrical panel will have no adverse effect on historic property. The motion was seconded by Krull and carried unanimously.

Approval of Minutes

Krull moved to approve the October 5, 2012 meeting minutes. The motion was seconded by Williams and carried unanimously.

New Business

National Historic Registry – Founders Park

The Commission tabled this item due to the absence of Pat Roseland and Michelle Dennis.

Black Hills Home Show - March 22-24, 2013

Harrington reminded the Commission about the Home Show and advised that the booth registration application and fees are due by November 5, 2012. A brief discussion followed.

Matson moved to authorize staff to submit the booth registration application and fees for the Home Show. The motion was seconded by Williams and carried unanimously.

Update from SDSHS on 11.1 Reviews

Palmer briefly reviewed the exemptions from the 11.1 Review process as they relate to roofing materials and wood siding.

James advised that the update does not address windows and requested clarification from Paul Porter regarding exemptions for windows. Palmer advised that she would follow up with Paul Porter and report back to the Commission at the next meeting.

Krull expressed his opinion that properties located in the environs should be included in future surveys for the expansion of the Historic District. Additional discussion followed.

James suggested that the Commission consider doing an audit to review properties in the district and the environs.

Palmer reminded the Commission members to turn in their timesheets. She informed the Commission that Jean Kessloff has resigned from the Historic Preservation Commission and added that the terms of several members of the Commission expire December 31, 2012. She recommended that they fill out the Citizen Interest Form if they would like to be reappointed to the Historic Preservation Commission.

Suzie Cappa Art Center

Palmer provided photographs of the Suzie Cappa Art Center to the Commission for their review.

Baumgartner expressed concern that some of the work that is being done on this project was not approved by the Commission. He also expressed his opinion that the cornices could have been saved on the building. Baumgartner suggested that the Commission send a letter to the property owner and contractor, with a copy being sent to the State, stating that the Commission did not approve all the work that has been done on the building. A brief discussion followed.

Williams suggested that the Commission put together a list of the contractors that continue to not follow the rules.

James requested staff to check in to whether the Commission can assess fines for the violations and if the Commission can enforce the property owner to restore the structure back to its condition prior to the violation. He requested that the information be available for Commission review at the next meeting. Additional discussion followed.

Harrington reminded the Commission that Roseland advised at the last meeting that he would contact the contractor about the project. He added that he did not know if Roseland has had the opportunity to visit with the contractor.

11.1 Reviews (continued)

1215 12th Street (12RS023)

James expressed his opinion that the siding falls under the new exemptions for the 11.1 Reviews and that the Commission should be only considering the rebuilding of the deck.

Harrington advised that there have been several additions to the house and that only a portion of the house is in the Historic District. He advised that the deck has already been removed.

Krull moved to recommend a finding that the repairs to the siding and the water damage in the rear of the home will have no adverse effect on historic property. The motion was seconded by Matson and carried unanimously.

Krull expressed his opinion that the applicant has not met the 11.1 Review requirements as they relate to the deck. He added that the new deck will have an impact on the streetscape and that the applicant needs to provide an elevation sketch that better defines the deck. Baumgartner concurred. Additional discussion followed.

Williams moved to recommend a finding that the rebuilding of the 13' x 25' deck will have no adverse effect on historic property. The motion was seconded Matson.

Baumgartner expressed his opinion that more thorough visuals, along with the types of materials that will be used, should be provided to the Commission prior to the Commission approving the project. Krull concurred.

The motion to recommend a finding that the rebuilding of the 13' x 25' deck will have no adverse effect on historic property failed with Krull, Baumgartner, Grable and James voting no, and Matson and Williams voting yes. (4 to 2)

Krull expressed his opinion that applicants need to follow the procedures and need to submit all supporting documentation outlined in the 11.1 Review process at the time they submit the application. A brief discussion followed.

Williams moved to table the 11.1 Review for the deck at 1215 12th Street to the next meeting. The motion was seconded by Grable and carried unanimously.

Krull moved to adjourn the meeting at 8:18 a.m. The motion was seconded by Williams and carried unanimously.

**Minutes of the November 2, 2012
Rapid City Historic Preservation Commission Meeting**

Members Present: Duane Baumgartner, Pat Roseland, Eric James, Shawn Krull, Gavin Williams, Cynthia Matson and Michelle Dennis

Members Absent: Heather Knox and Richard Grable

Others Present: Katherine Palmer, Jeanne Nicholson, Carla Cushman, Jeff Schreter, Patri Acevedo-Riker, Fred Thurston, Sheryl Coley, Jamie Gerlach and Jessica Gerlach

Roseland called the meeting to order at 7:42 a.m.

Approval of meeting Agenda

James moved to approve the meeting agenda. The motion was seconded by Baumgartner and the motion was approved unanimously.

11.1 Reviews

1215 12th St (12RS023)

Schreter reviewed the proposed request to rebuild the deck. He noted that there are water issues in the back yard which contributed to the rotting of the deck and the siding. He also noted that the deck will be rebuilt the same with the exception of a few benches and will have cedar handles and posts with metal spindles. A brief discussion followed.

Matson moved to recommend a finding that the rebuilding of the 13 x 25 deck will have no adverse effect on historic property. The motion was seconded by Baumgartner and carried unanimously.

510 9th St (12CM022)

Acevedo-Riker reviewed the proposed request to replace windows, two exterior doors, interior doors and to cover existing floor on the second floor. She added that this is a tax credit property and that we have been working with Paul Porter on this project. She advised that the windows will be the same as the ones that were used on the first floor and the interior doors will be replaced and built to current code.

In response to a question from Roseland, Acevedo-Riker advised that once the duct work between the floors is encased, the sound between the floors will be minimized.

Matson moved to recommend a finding that the replacement of the windows and the two exterior doors on the second floor will have no adverse effect on historic property. The motion was seconded by James.

In response to a question from Baumgartner, Acevedo-Riker explained that the windows will look like the existing windows. She added that the windows have been approved by Paul Porter. Additional discussion followed.

The motion to recommend a finding that the replacement of the windows and the two exterior doors on the second floor will have no adverse effect on historic property carried unanimously

James moved to recommend a finding that the replacement of the interior doors and the covering of the flooring on the second floor will have no adverse effect on historic property. The motion was seconded by Baumgartner.

In response to a question from Krull, Acevedo-Riker advised that the doors are short and old. She added that they may contain lead paint. Dennis recommended that Acevedo-Riker contact The Re-Store to see if they would want the doors.

In response to a question from Roseland, Acevedo-Riker responded that the space will be leasable office space.

In response to a question from Dennis regarding transoms, Acevedo-Riker explained that the doors openings will be raised and the transoms will be retained. She added that when Paul Porter toured the building, he stated that the corridor was one of the historic features of the building. A brief discussion followed.

In response to a question from Fred Thurston, Acevedo-Riker advised that there are no plans to install fire sprinklers on the second floor at this time.

Thurston advised that the transoms will not be allowed unless the second floor has fire sprinklers because of fire separation requirements. Additional discussion followed.

The motion to recommend a finding that the replacement of the interior doors and the covering of the flooring on the second floor will have no adverse effect on historic property carried unanimously.

510 9th St (12CM023)

Acevedo-Riker reviewed the proposed request to add new walls, two bathrooms and egress elements to the basement. She added that the improvements are being done mainly for safety issues and that the bathrooms will be built to code. She noted that the beams and columns will remain as they are and that the exterior entrance from the basement will be closed from the inside.

In response to a question from Baumgartner, Acevedo-Riker replied that the basement has a rock wall foundation and already has fire sprinklers. She noted that the basement will be used as an accessory space and that there will not be a lot of changes.

Dennis moved to recommend that the addition of new walls, two bathrooms and egress elements to the basement will have no adverse effect on historic property. The motion was seconded by Baumgartner and carried unanimously.

632 St. Joseph St (12CM024)

Jessica Gerlach reviewed the proposed request to remove the existing non-historic drop ceiling and a partial non-historic wall. She added that she intends to open a canvas studio and that she has visited with Paul Porter about the historic features of the building. She advised that the plan is to paint the exterior door, to retain as much of the existing molding, wall paper, tin tile and stenciling as possible, to expose the arched windows and to bring the bathroom to code.

Krull moved to recommend a finding that the removal of the existing non-historic drop ceiling and partial non-historic wall will have no adverse effect on historic property. The motion was seconded by James.

In response to a question from Krull, Gerlach explained that the banners will be replaced and that she will be obtaining bids for the awning. Additional discussion followed.

The motion to recommend a finding that the removal of the existing non-historic drop ceiling and partial non-historic wall will have no adverse effect on historic property carried unanimously.

Approval of Minutes

James moved to approve the October 19, 2012 meeting minutes. The motion was seconded by Matson and carried unanimously.

New Business

Suzie Cappa Building – Sheryl Coley

Palmer informed the Commission that a stop work order was issued for the project.

Coley inquired as to whether the stop work order was for the demolition of the building and that she heard that there appears to be an issue with the removal of the brick. She provided pictures to the Commission for their review.

Baumgartner advised that when the Commission approved the 11.1 Review, it was specifically stated that the cornices were to be retained unless they were severely damaged and could not be repaired.

Krull added that at the time of approval, discussion occurred about retaining as many historic features and fabric as possible during the removal of the metal panels.

In response to a question from Palmer, Coley advised that the old brick was removed and that the contractor took care of the disposal of the material.

Roseland expressed his opinion that the Commission was clear at the time of the approval about the expectation for the restoration of historic features on the building.

Coley informed the Commission that the some of the old materials were removed because of their condition and for safety reasons.

Krull expressed his opinion that the contractor should have stopped the project if there was any concern with the restoration or reuse of the old materials.

Dennis expressed her opinion that the Commission will need to be more specific in future 11.1 Reviews. Discussion followed.

James moved to authorize the property owner to move forward with the project. The motion was seconded by Williams.

Thurston expressed concern that the contractor did not follow the orders to retain the historic characteristics of the building.

Coley advised that no documentation was received after the meeting outlining the conditions of approval. Palmer reminded Coley that all minutes are public information and could be found

online. Krull stated that this was a good remark from Coley and that perhaps minutes should be sent to applicants.

The motion to authorize the property owner to move forward with the project carried unanimously.

Matson departed the meeting at this time.

A lengthy discussion followed regarding the process in which the Commission approves 11.1 Reviews, the assessment of fines for code violations and informing the contractors/property owners of the conditions of approval.

Thurston suggested that a subcommittee be formed to review project sites where there are issues. Dennis responded that several of the Commission members are willing to visit with contractors/property owners when issues arise during building projects.

James requested that the Commission invite Mayor Kooiker to the next meeting to discuss the assessment of fees for violations on historic property and to find what kind of backing the City is offering the Commission.

Krull advised that he would be willing to reach out to Upper Deck about the UBS Building and the possibility of rebuilding some of the historic features that were removed from the building. A brief discussion followed. Dennis volunteered to meet with Upper Deck also.

Old Business

Discuss questions to SHPO from October 19, 2012 meeting

Palmer reviewed the State Historical Preservation Office's response to the Commission's questions regarding the assessment of fines for code violations, 11.1 Review requirements for the replacement materials for properties not listed on the National Register, the Commission's authority over changes to non-listed properties within the environs of the Historic District and new surveys for the establishment of the boundaries of the Historic District. A brief discussion followed.

James departed the meeting at this time.

Baumgartner suggested that the Commission contact the City Council about the lack of tools we have to assess fines for code violations.

Krull moved to adjourn the meeting at 9:22 a.m. The motion was seconded by Williams and carried unanimously.

**Minutes of the November 16, 2012
Rapid City Historic Preservation Commission Meeting**

Members Present: Pat Roseland, Michelle Dennis, Heather Knox, Richard Grable, Gavin Williams, Duane Baumgartner, Eric James and Shawn Krull

Members Absent: Cynthia Matson

Others Present: Katherine Palmer, Jeanne Nicholson, Carla Cushman, Kip Harrington, Fred Thurston and Bonny Petersen, Council Liaison

Roseland called the meeting to order at 7:42 a.m.

Approval of meeting Agenda

Roseland requested that a discussion be held about residency requirements for Historic Preservation Commission members.

James moved to approve the meeting agenda with the noted addition. The motion was seconded by Dennis and carried unanimously.

Approval of Minutes

Grable moved to approve the November 2, 2012 meeting minutes. The motion was seconded by James and carried unanimously.

New Business

Meeting with City Staff on backing from City

Palmer reminded the Commission that at the last meeting they requested the Mayor and City staff be invited to the next meeting to discuss the City's support for Historic Preservation Commission actions on 11.1 Reviews. She added that the Mayor was not able to attend due to prior commitments. She introduced Carla Cushman, City Attorney, and advised that she is here to answer any questions the Commission may have.

Dennis informed the Commission that she and Krull met Sheryl Coley on Friday afternoon after the Historic Preservation Commission meeting to discuss the possibility of making changes to the design of the Suzie Cappa Building project.

Krull advised that Coley was cooperative, but that she indicated it was too late to correct the situation because the materials were already ordered and it would be too much of a financial burden to make changes to the project.

Krull expressed his opinion that there is a gap in the 11.1 Review process and a lack of communication between the Commission, applicants and staff.

James reviewed the Commission's action on the Suzie Cappa Building 11.1 Review and noted that the brick was not salvaged as directed by the Commission. He added that a Stop Work Order was issued once it was determined that the brick was not salvaged. Discussion followed.

Dennis asked what recourse the Historic Preservation Commission has when the applicants do not follow the conditions of approval.

Cushman asked how frequently it happens that the applicants don't follow the approval of the 11.1 Reviews. A brief discussion followed.

Thurston informed the Commission there was a subcommittee at one time that would follow up and review 11.1 Review projects. He added the subcommittee was dissolved by a previous Mayor. Dennis added that Tax Credit projects are not a problem because they are monitored by the State Historic Preservation Office.

Roseland suggested that on future 11.1 Reviews, the Commission only approve the demolition of the façade and request the applicant to come back to the Commission with the design after the demolition is completed. Additional discussion followed.

Cushman briefly reviewed the statute regarding the approval and the denial of the 11.1 Reviews. She added that fines for violations are handled by the City Attorney's office and she would further review this issue.

In response to a question from James, Cushman added that all building permits are subject to compliance. James asked if the Commission can contact building officials if a 11.1 Review is not in compliance with the approval of the permit and also suggested a member of the Commission be present when an inspection is being done on a historic building.

Cushman suggested that the Commission's motions include specific stipulations for approval. Harrington also suggested that the applicants be notified after the meeting about the stipulations of approval for the 11.1 Review. A brief discussion followed.

Dennis asked if the Commission can pull in an individual from the community on an as needed basis to go to historic properties if the owner has requested as such. Thurston reminded the Commission that Historic Rapid City has been created and that they would be willing to assist Commission members in reviewing historic properties. Cushman cautioned that the roles of the Commission should not be outweighed by the opinion of a member of the community.

Mt. Rushmore Overlay District

Palmer informed the Commission that a meeting has been held with Scenic Rapid City about developing an overlay district for Mt. Rushmore Road. She added that a subcommittee will be created and that a member of the Historic Preservation Commission is being requested to serve on the subcommittee. Palmer briefly reviewed the purpose of the overlay district. Roseland suggested that the Commission discuss this further at the next meeting.

Residency Requirements for Historic Preservation Commission Members

Roseland provided an email from Kevin Kuchenbecker to the Commission for their review about waiving residency requirements for Historic Preservation Commission members. A brief discussion followed.

James moved to adjourn the meeting at 8:23 a.m. The motion was seconded by Knox and carried unanimously.

**Minutes of the December 7, 2012
Rapid City Historic Preservation Commission Meeting**

Members Present: Heather Knox, Michelle Dennis and Cynthia Matson

Members Absent: Pat Roseland, Richard Grable, Gavin Williams, Shawn Krull, Duane Baumgartner and Eric James

Others Present: Katherine Palmer, Jeanne Nicholson and Fred Thurston

Quorum was not present and no action was taken on the agenda items.

New Business

Mt. Rushmore Road Overlay District Subcommittee

Palmer explained that the Mt. Rushmore Road Corridor Study was completed a couple of years ago and that the study suggested an overlay district be developed to maintain the historic characteristics of the neighborhood. She briefly reviewed the proposed membership of the subcommittee and then noted that the subcommittee would be meeting for approximately five to ten months. A brief discussion followed.

Knox volunteered to serve as a member of the Mt. Rushmore Road Overlay District Subcommittee. The Commission members concurred.

HPC Subcommittee for application review - HPC members allowed to go on site for building inspection

Palmer recommended that this item be tabled until the next meeting.

Other Business

Monthly Update of Historic Rapid City

Thurston gave a progress report on the McGillicuddy House. He reviewed the funding that has been received for the project and the construction schedule for the roof. He added that discussions are occurring with interested parties regarding the purchase of the adjacent lot. He advised that once the lot has been purchased, the two lots will be combined and a parking lot will be added to the property.

There being no further business, the meeting adjourned at 7:50 a.m.

**Minutes of the December 21, 2012
Rapid City Historic Preservation Commission Meeting**

Members Present: Pat Roseland, Cynthia Matson, Michelle Dennis, Duane Baumgartner, Eric James and Gavin Williams

Members Absent: Richard Grable, Shawn Krull and Heather Knox

Others Present: Katherine Palmer, Kip Harrington, Jeanne Nicholson, Jean Kessloff and Chris Albers

Roseland called the meeting to order at 7:32 a.m.

Approval of Meeting Agenda

Roseland requested to add the approval of a bill to the National Historic Preservation for the Commission's membership and a request from Jean Kessloff for the Commission to draft up an updated letter of support for the McGillicuddy House project. In response to a comment from Matson regarding the appointment of Heather Knox to the Mt. Rushmore Road Overlay District Subcommittee, Roseland recommended that the item also be added to the agenda.

Baumgartner moved to add the appointment of Heather Knox to the Mt. Rushmore Road Overlay District Subcommittee to the agenda. The motion was seconded by Dennis and carried unanimously.

Baumgartner moved to approve the agenda with the noted additions of the National Historic Preservation bill and the letter of support for the McGillicuddy House project. The motion was seconded by James and carried unanimously.

11.1 Reviews

920 St. James Street (12RS024)

Albers informed the Commission that the windows have rotting issues and will be removed and replaced with the same size white, fiberglass composite windows. He added that the siding is also rotting and cracking and that it will be replaced with hardi-plank siding.

Williams moved to discuss the 11.1 Review for 920 St. James Street. The motion was seconded by James.

Dennis inquired as to whether any of the original siding is under the existing siding. Albers responded that the existing siding is masonite and that there is no siding underneath it. He explained that the eleven inch siding will be replaced by eight inch planks.

Williams advised that he has checked into the siding and that prefinished smooth hardi-plank siding is not available around here.

Roseland suggested that the reveal for the siding be four inches. Albers advised that the siding could be changed from eight to four inches. Palmer added that the State Historic Office also suggested that four inch reveal would be closer to the original siding on the house.

Dennis reminded the Commission that the house became a contributing structure with the existing siding. Dennis concurred that the four inch reveal would be better and expressed her

opinion that the hardi-plank siding is not appropriate for the structure due to its wood grain texture. A brief discussion followed.

In response to question from Dennis, Albers advised that the window wrap would remain the same.

Dennis suggested that when the Commission makes a motion that a stipulation be added that if any original siding is beneath the existing siding that it be salvaged and repaired if at all possible. A brief discussion followed.

Dennis reviewed the guidelines for windows.

James moved to recommend a finding that replacing the windows will have no adverse effect on historic property. The motion was seconded by Matson and carried unanimously.

In response to a question from Dennis about Commission members visiting the site, Palmer advised that the Commission members could visit the site but that the Commission, as a whole, needs to make the decision about the siding.

Dennis moved to approve the removal of the siding, that someone from the Commission visit the site to determine if any historic fabric remains on the structure and that the approval of the siding be tabled until the January 4, 2013 meeting. The motion was seconded by James.

Palmer advised that the State Historic Office has already looked at this application and that they had some suggestions. She added that they could support the replacement of the windows and the removal of the siding.

The motion to approve the removal of the siding, that someone from the Commission visit the site to determine if any historic fabric remains on the structure and that the approval of the siding be tabled until the January 4, 2013 meeting carried unanimously.

Approval of Minutes

Palmer reminded the Commission that Heather Knox was appointed to the Mt. Rushmore Road Overlay District Subcommittee at the December 7, 2012 meeting.

James moved to approve the November 16, 2012 meeting minutes. The motion was seconded by Dennis and carried unanimously.

James moved to approve the appointment of Heather Knox to the Mt. Rushmore Road Overlay District Subcommittee. The motion was seconded by Williams and carried unanimously.

Matson moved to approve the December 7, 2012 meeting minutes. The motion was seconded by James and carried unanimously.

New Business

Sendoff for Grable, Matson and Krull

Palmer presented a Certification of Appreciation to Cynthia Matson and thanked her for her hard work while serving on the Historic Preservation Commission. Matson added that she has enjoyed being a member of the Commission.

National Historic Preservation Bill

James moved to approve a payment of \$50.00 to the National Historic Preservation for the Commission's membership. The motion was seconded by Matson and carried unanimously.

McGillicuddy House

Kessloff informed the Commission that Historic Rapid City would like to request an updated letter of support from the Commission for the McGillicuddy House project.

James moved to provide an updated letter of support from the Commission for the McGillicuddy House project. The motion was seconded by Dennis and carried unanimously.

Other Business

Residency Requirements for Historic Preservation Commission Members

Dennis inquired as to whether the Commission has taken any action on the proposed legislation for residency requirements for Historic Preservation Commission members. After a brief discussion, the Commission decided that they could not support the proposed legislation.

James moved to direct staff to respond to the email with a statement similar to Deadwood's response explaining the Commission's lack of support for the proposed legislation. The motion was seconded by Baumgartner and approved unanimously.

Roseland advised that he has been contacted by a City committee about placing benches at Dinosaur Park. A brief discussion followed. Roseland advised that he would contact the State Historic Office about the benches.

Baumgartner moved to adjourn the meeting at 8:12 a.m. The motion was seconded by James and carried unanimously.