

MINUTES
HISTORIC PRESERVATION COMMISSION
March 19, 2010

MEMBERS PRESENT: Scott Sogge, Pat Roseland, Jean Kessloff, Richard Grable, Tamara Pier, Shawn Krull, Cynthia Matson, Duane Baumgartner, John Wagner

OTHERS PRESENT: Holly Ringo, Barb Klinkel, Kevin Jensen, Mike Wolff, John Wolff, Lyle Henriksen, Alan Hanks, Jason Green, Michelle Dennis, Karen Bulman, Sharlene Mitchell

Call To Order

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

Approval of Meeting Agenda

The following items were added to the agenda:

- Move Formal Introduction of the Historic Preservation Commission Bylaws Amendments to first on the agenda
- Add Home Show Expenditures under Treasurer's Report
- Add Handout of Draft 2009 Annual Report under New Business

Sogge moved, Wagner seconded and carried unanimously to approve the Meeting Agenda as amended.

Formal Introduction of the Historic Preservation Commission Bylaws Amendments

Hanks indicated that the amendment to Article I is proposed to insure that the concurrence of the property owner or the City Council is received prior to moving forward with a nomination proposal. Hanks indicated that the amendments to Article II are proposed to insure their consistency with existing State Law. Hanks clarified that no City committee has the authority to appoint ex-officio members noting that the Commission can create and appoint outside individuals to serve on subcommittees.

Green indicated that Article II of the Bylaws is contained in South Dakota Codified Law and the proposed amendments will insure that they are consistent, not conflicting, with that law. In response to a question from Pier, Green addressed the manner in which State Law addresses committee appointments. In response to a question from Wagner, Green indicated that he would provide copies of the specific sections of State Law addressing the committee appointments.

816 South Street (10CM011)

Ringo presented the request to install house type awnings on the second floor of the property noting they will lessen with the impact of the southern sun exposure on the interior of the property.

In response to a question from Krull, Ringo indicated that the structure was constructed in the 1920's noting that the awning colors were selected to complement the existing business signage. Discussion followed regarding the color selection for repainting the building.

Wagner moved, Sogge seconded and carried unanimously to recommend a finding that the installation of two new second floor house awnings on the property located at 816 South Street will have no adverse effect on historic property.

530 Sixth Street (10CM012)

Klinkel presented the request to install plumbing to the basement area to allow for a vegetable prep kitchen and a hand washing station and to extend the room divider walls to ceiling height. Mitchell clarified that the request to extend the divider walls to ceiling height was not included in the initial application.

Matson moved, Krull seconded and carried unanimously to recommend a finding that the installation of plumbing to support the construction of a basement prep kitchen and basement hand washing station and the extension of the basement divider walls to ceiling height on the property located at 530 Sixth Street will have no adverse effect on historic property.

Wagner advised the applicant of the State Historic Preservation Office approval timeframe.

1720 West Boulevard (10RS003)

Jensen presented the request to repair and stabilize the foundation on the northeast wall of the structure. Jensen indicated that the foundation failure is a result of improper diversion of water away from the structure. In response to a question from Wagner, Jensen indicated that the foundation will be raised approximately 1.5 inches. Jensen indicated that all work will be done in the back yard noting that the yard will be fully restored.

In response to a question, Jensen indicated that the home was constructed in 1953. Kessloff indicated that the structure is non-contributing as it did not meet the age requirement when the District was surveyed.

Wagner moved, Matson seconded and carried unanimously to recommend a finding that the repair and stabilization of the foundation on the property located at 1720 West Boulevard will have no adverse effect on historic property.

Bulman indicated that the applicant would be contacted upon receipt of the State Historic Preservation Office findings noting that the State has three working days to respond. Kessloff briefly addressed the advantage of and process to secure a "contributing" status for the structure.

1123 Kansas City Street (10CM013)

Henriksen presented the request to convert the property to a daycare facility noting that the existing drive through garage doors will be removed and infilled with CanExel siding, casement windows and one door. Henriksen indicated that the exterior appearance would not be altered with the exception of fencing that will be installed to comply with daycare requirements.

In response to a question from Wagner, Henriksen indicated that the front windows are not original, noting that the original windows are steel framed, casement style, single pane windows. Henriksen indicated that the glass block windows would be replaced with a casement style window.

In response to a question from Sogge, Henriksen indicated that CanExel siding will be used to infill the two garage door areas. Discussion followed regarding the design and color of the infill siding. In response to a question from Kessloff, Henriksen indicated that the mansard roof is not original to the structure.

Krull recommended that the siding color match the brick color as close as possible. Bulman indicated that the hearing application indicates that the siding color will be Yellowstone.

Baumgartner moved, Krull seconded and carried unanimously to recommend a finding that the infill of the two garage doors with CanExel siding, casement windows and one door on the property located at 1123 Kansas City Street will have no adverse effect on historic property.

Approval of Minutes

Pier moved, Krull seconded and carried unanimously to approve the minutes of the March 2, 2010 meeting.

Krull moved, Pier seconded and carried unanimously to approve the minutes of the March 3, 2010 meeting.

Krull moved, Wagner seconded and carried unanimously to approve the minutes of the March 5, 2010 meeting.

Treasurer's Report

Bulman provided a brief review of the projected expenditures and grant balance.

Matson moved, Wagner seconded and carried unanimously to approve the United Rental expenditure of \$130.50 for the Home Show tables and chairs.

Kessloff requested approval of a \$525 expenditure to enlarge and mount nine interior and exterior photographs of the McGillicuddy house. Kessloff indicated that the photographs would be on display at both the March 21, 2010 Public Forum and the Home Show booth. **Wagner moved, Pier seconded and carried unanimously to approve the expenditure of \$525 to enlarge and mount nine interior and exterior photographs of the McGillicuddy house for display at the March 21, 2010 Public Forum and the Home Show booth.**

Krull requested approval of a \$250 expenditure to enlarge a photograph of a downtown building to a four foot by six foot size for display in the Home Show booth. **Pier moved, Matson seconded and carried unanimously to approve the expenditure of \$250 to enlarge a photograph of a downtown building to a four foot by six foot size for display in the Home Show booth.**

Dakota Middle School Report for Properties Nominated to the National Register

Bulman requested that the Commission authorize the Chairperson to sign the Report for Properties Nominated to the National Register. Bulman indicated that the State Historic Preservation Office requires submission of the form by March 28, 2010 noting that does not provide sufficient time for the proposed public comment period.

Wagner moved to authorize the Chairperson to sign the Report for Properties Nominated to the National Register. Baumgartner seconded the motion.

In response to a question, Bulman indicated that the State Historic Preservation Office will not extend the submission deadline past the March 28, 2010 date. Discussion followed regarding the timeframe allowed the Commission to submit the Report.

In response to a question, Bulman indicated that the Rapid City Schools have been given formal notification of the nomination request by the State Historic Preservation Office. In response to a question from Grable, Bulman provided a brief history of the nomination process noting the concerns expressed by the Rapid City Schools regarding the impact the nomination could have on the pending remodel plans.

Discussion followed regarding the numerous letters that have been received and submitted to the State in support of the nomination request. In response to a question, Bulman indicated that the Report form was developed by the State Historic Preservation Office to insure compliance with the required nomination procedures.

Matson indicated her understanding of a property owner's concerns should a property be placed on the National Register without their prior knowledge or consent. Kessloff addressed the nomination requirements for public and private properties.

Dennis briefly addressed the Commission's efforts to work with the Rapid City Schools prior to the submission of the nomination application noting that the State has developed the Report form to insure that applications follow the Federal Law requirements. Discussion continued regarding the process for the nomination of public properties and the objections raised by the Rapid City Schools to the nomination request.

The motion to authorize the Chairperson to sign the Report for Properties Nominated to the National Register carried with Sogge, Roseland, Kessloff, Pier, Krull, Baumgartner and Wagner voting Yes and Grable and Matson voting No.

Formal Introduction of the Historic Preservation Commission Bylaws Amendments (cont)

Pier indicated that she would research the proposed amendments to the Bylaws for discussion at the April 6, 2010 meeting.

Education Subcommittee Report

Bulman reviewed the Bob Yapp speaker proposal for May 21-22, 2010 noting that the two days, six workshops proposal would cost \$5,000. Bulman indicated that Yapp will provide all the necessary publicity materials.

Bulman addressed the proposal to utilize \$1,500 for advertising in the new magazine being developed by Krull noting that Chris Nelson is researching the advertising guidelines to determine if this expenditure would be reimbursable. Bulman suggested advertising the workshops by utilizing a direct mailing to the Historic District and Individually Listed property owners, area contractors and area architects; place a display ad in the newspaper; and develop a Public Service Announcement. Bulman indicated that staff would create a flyer on the workshops that can be distributed at the Home Show booth. In response to a question from Pier, Bulman indicated that Nelson is aware that the advertisement would be more educational in nature noting that he was still concerned with and researching the allowable advertising threshold. In response to a question, Bulman indicated that the location of the Yapp workshops has not yet been determined.

Krull addressed the change in focus of the proposed magazine and encouraged the Commission to fund projects in partnership with other community groups.

Matson moved to approve the Yapp Educational Speaker two days, six workshops proposal in the amount of \$5,000. Grable seconded the motion.

Dennis suggested inviting other area Certified Local Governments to attend the Friday workshops.

The motion to approve the Yapp Educational Speaker two days, six workshops proposal in the amount of \$5,000 carried unanimously.

Green Cities Commission

Krull moved, Kessloff seconded and carried unanimously to approve development of a poster to be utilized at the Green Cities Commission at the Dahl Fine Arts Center on Saturday, March 20, 2010 in an amount not to exceed \$100.

The Commission requested that staff provide flyers for handout at the March 20, 2010 event regarding the Yapp Workshops and develop a web page focused on the Preservation Month activities.

2010-2011 Certified Local Government Grant Application

Bulman presented the projects recommended by the Education Subcommittee for the 2010-2011 Certified Local Government grant application noting an estimated total cost of \$18,000. Krull encouraged the Commission to consider creating partnerships with other area organizations to help fund the various projects. Discussion followed regarding the one to one match requirement of the grant program and the importance of the Commissioners individual timesheets in meeting the match requirement.

Dennis suggested that the Commission investigate partnering with the Downtown Business Owners Association and the West Boulevard Homeowners Association on the Historic District Street Signage project.

Krull recommended that the 2010-2011 Certified Local Government Grant application be continued to the April 6, 2010 meeting to allow the Education Subcommittee to review the projects and estimated costs.

Email Contact Protocol

Mitchell indicated that contacting the entire Commission in one email constitutes a meeting quorum noting that email correspondence should be sent to no more than five members at a time. Mitchell indicated that Outlook distribution lists have been created and can be distributed to the members for their use.

Home Show Signup and Organization

Grable and Matson volunteered for the open times on Saturday and Sunday. Mitchell advised the members that wristbands can be picked up starting Thursday, March 25th at the Civic Center noting that the bands are not to be removed as they allow access to all three days of the show. Discussion followed regarding the materials that City staff would deliver to the booth.

Kessloff indicated that she is uncertain of the student work schedule and requested that the members assist them in answering questions from the public and not leave them unattended in the booth.

11.1 Review Update

Bulman indicated that the State Historic Preservation Office has concurred with the demolition action on the 1011 St. Joseph Street property noting that the request will be moved forward to the City Council for final approval.

Handout of Draft 2009 Annual Report

Mitchell presented the draft 2009 Annual Report noting that the Report will be placed on the April 6, 2010 agenda for discussion and final action. Mitchell requested that the members review the report and provide any corrections, changes or additions at the April 6, 2010 meeting.

Adjourn

There being no further business the meeting was adjourned at 9:11 a.m.