

Minutes of the March 1, 2013
Rapid City Historic Preservation Commission Meeting

Members Present: Sally Shelton, Jean Kessloff, Michelle Dennis, Duane Baumgartner, Shawn Krull, Gavin Williams, Heather Knox and Bill Freytag

Members Absent: Lance Rom and Pat Roseland

Others Present: Katherine Palmer, Kip Harrington, Jeanne Nicholson, Ritchie Nordstrom and Peter Anderson

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

Approval of Meeting Agenda

Kessloff requested that two items “trees on the south side of St. Joseph Street” and “follow ups on 11.1 Reviews” be added as items under New Business.

Krull moved to approve the agenda with the noted additions. The motion was seconded by Dennis and carried unanimously.

11.1 Reviews

507 6th Street (13CM003)

Anderson informed the Commission that part of the request is to remove the existing carpet and rehabilitate the original tile. He noted that an art gallery existed in the building previously and that Rocky Mountain Chocolate Factory will be the new tenant. He added that if the existing tile is not reusable, the tile will be replaced with possibly new hexagonal tile or ceramic tile. Anderson explained that the acoustic ceiling in the customer area will be removed and that a portion of the ceiling will be returned to its original height, and that the existing sprinklers will remain in their present locations. He further explained that the paneling and surface applied brick will be removed from the walls and replaced with wall paper, tile and paint. He added that the tenants are working with the City on the signs for the business.

Krull moved to recommend a finding that the approval of the removal of the existing carpet and the rehabilitation of the original tile, the removal of the ceiling tiles and the returning of a portion of the ceiling to its original height, the removal of the surface applied brick and the finishes to the shop will have no adverse effect on the historic property. The motion was seconded by Knox.

Dennis informed the Commission that she accidentally connected with the architect on this project but that they did not discuss it.

In response to a question from Freytag, Anderson explained that the interior historic door will be moved and reused and that the casing will be replaced with a similar casing.

In response to a comment from Kessloff, Anderson advised that the tenant would prefer to use ceramic tile but no decision has been made until the flooring is revealed after the removal of the carpet. He added that if the floor is historic, he would recommend to the tenant that it be retained and/or restored.

Krull amended the motion to recommend a finding that the approval of the removal of the existing carpet and the rehabilitation of the original tile, the removal of the ceiling tiles and

the returning of a portion of the ceiling to its original height, the removal of the surface applied brick and the finishes to the shop will have no adverse effect on the historic property with the stipulation that upon removal of the carpet, the existing floor, if historic, be kept intact and if the flooring is not historic, it was recommended that hexagonal tiles or ceramic square tiles be used. The amended motion was seconded by Knox.

In response to a question from Freytag, Anderson stated that the door has glass panels in it. He added that the glass panels and hardware will be retained, that the hinging will be replaced and that a rail will be placed across the width of the door to help protect the glass from breaking.

Krull expressed concern about placing the door in a high traffic area and suggested that it be used elsewhere. Anderson explained that the single pane glass will be changed out with tempered glass. Krull suggested that the door could be used for the closet doorway. Anderson said that the door would work there.

Krull added the stipulation, that the wooden door from the main room into the back needs to be moved to the closet doorway below the stairs to retain the historic features while not creating anymore wear and tear from traffic in the area, to the amended motion. Knox concurred.

In response to a question from Kessloff, Anderson explained that there is a wall behind the five panel door. Anderson added that the casings will probably be flat with eased edges.

Additional discussion followed regarding the appropriate tile to be used for the flooring if the existing flooring is not made of historic materials.

Dennis asked Anderson when the carpet removal will be done. Anderson indicated that the removal of the carpet and ceiling could possibly start next week. Dennis suggested that if there is no historic floor under the carpet, that a time appropriate material be used for the new floor. Palmer suggested that Anderson send an email to the Commission members to let them know when the carpet removal will take place and if the members want to, they can stop by and take a look at the flooring underneath the carpet.

In response to a question from Anderson regarding the casing, Dennis stated that it will need to be determined if the casing is original and if it is, to reuse it if possible.

Freytag added the stipulation that the casing along the wall be as period correct as possible using guidelines from the rest of the building, to the amended motion. Knox concurred.

The amended motion to recommend a finding that the approval of the removal of the existing carpet and the rehabilitation of the original tile, the removal of the ceiling tiles and the returning of a portion of the ceiling to its original height, the removal of the surface applied brick and the finishes to the shop will have no adverse effect on the historic property with the following stipulations:

- 1. That upon removal of the carpet, the existing floor, if historic, be kept intact and if the flooring is not historic, it was recommended that hexagonal tiles or ceramic square tiles be used.**
- 2. The wooden door from the main room into the back needs to be moved to the closet doorway below the stairs to retain the historic feature while not creating anymore wear and tear from traffic in the area.**
- 3. That the casing along the wall be as period correct as possible using guidelines from the rest of the building.**

The amended motion carried unanimously.

Approval of Minutes

Krull moved to approve the February 15, 2013 meeting minutes. The motion was seconded by Williams and carried unanimously.

New Business

Black Hills Home Show – Set Up and Signup Sheet

Palmer reminded the Commission about the signup sheet for the Black Hills Home Show.

Baumgartner informed the Commission that Pat Roseland has resigned and that he will not be available to work in the booth.

Palmer added that Preserve South Dakota will be sharing the booth and that they will also be working in the booth.

Dennis suggested having information about the historic railroads in Rapid City included in the booth. Discussion followed. Kessloff, Dennis and Shelton offered to gather information for the booth and Freytag advised that he would assist in getting the materials and equipment to the Civic Center.

Kessloff inquired as to whether it would be appropriate to have brochures on the McGillycuddy House in the booth. A brief discussion followed and the consensus of the Commission was that it would be appropriate to have the brochures in the booth. Additional discussion followed.

Art Alley committee member

Nordstrom briefly reviewed the discussion that was held on Art Alley at the Legal and Finance Committee meeting on February 27, 2013 and noted that the item is on the agenda for the March 4, 2013 City Council meeting. Discussion followed and it was decided that the Historic Preservation Commission would not become involved.

Follow ups on 11.1 Reviews

Kessloff expressed her opinion that when Commission members become involved in 11.1 Reviews, they should do follow ups to ensure that the work being done is what was approved by the State Historical Preservation Office. A brief discussion followed.

Palmer explained that the Building Inspectors inspect the property and compare the work that is being done to the Historic Preservation Commission meeting minutes. She expressed her opinion that she thought it would be appropriate for Commission members to visit the properties to ask questions about the project as a way of opening communication with the property owner and the Commission. Additional discussion followed.

Palmer suggested that the Commission hold off on making any decision until Carla Cushman, City Attorney, can attend and give the Commission legal counsel.

Krull departed meeting at this time.

Decide on changes to Handbook

Palmer informed the Commission that we need to move forward with the handbook because the \$12,000 that has been allocated for this project needs to be used by the end of May, 2013. She added that the consultant needs enough time to make the recommended changes and noted that the changes were provided to the Commission members for review. Additional discussion followed.

Knox moved to submit the proposed changes to the consultant for implementation into the Design Guidelines. The motion was seconded by Williams and carried unanimously.

Proposal by Jean Kessloff and Michelle Dennis on charge for application/part-time position

Kessloff explained that since there have been a lot of issues with applicants not providing enough information with their application, she questioned whether it would be appropriate to charge fees for 11.1 Reviews which could be used to offset additional staff time that is being done to do the leg work for the applications.

Dennis added that there are a number of communities that charge fees for 11.1 Reviews. She noted that if the Commission is interested in doing this, she would be willing to do additional research on this topic.

Palmer informed the Commission that she has visited with Patsy Horton, who advised that if the Historic Preservation Commission supports charging fees for 11.1 Reviews, the request would have to go to the City Council for their approval.

Freytag expressed his opinion that maybe the Building Officials budget could support an inspector that would be responsible for 11.1 Reviews, if the City Council approves the fees for 11.1 Reviews.

Nordstrom advised that the Compass Committee will be reviewing all fees charged for City services.

Kessloff expressed concern about Commission members not having the necessary information to make an intelligent decision on the 11.1 Reviews.

Dennis suggested that the application checklist be updated to ensure that all information needed for the approval of the 11.1 Reviews is identified on the checklist. A brief discussion followed and the Commission concurred that staff would make any suggested changes to the checklist and then the checklist would be brought back to the Commission for review.

Trees on South Side of St. Joseph Street

Kessloff expressed concern about the removal of the large trees on the south side of St. Joseph Street by Halley Park. Nordstrom informed the Commission that the City Council approved a new ordinance about diseased trees and recommended that the Parks Department be contacted to see if the trees were diseased or if they were removed because of the utility work in the area. A brief discussion followed.

Palmer stated that the Urban Forester has advised that the trees were diseased and that saplings will be planted in the area to replace the removed trees.

Roseland Resignation

In response to question from Dennis, Palmer advised that she will verify Pat Roseland's resignation.

Baumgartner indicated that he does not want to serve as Chairman of the Commission.

Nordstrom suggested that when appeals for 11.1 Reviews are to be considered by the City Council, that additional information on alternative materials for the project be provided to ensure that the property remains in compliance with Historic District requirements.

Baumgartner responded that both the Commission and the State provide that information to the applicant and to staff.

Dennis stated that it would be helpful during the 11.1 Review process that prudent and feasible alternatives be identified in the application process, the meeting discussion and the motions. A brief discussion followed.

Baumgartner requested that projects that have an adverse effect on historic property and prudent and feasible alternatives be added to the next meeting agenda.

There being no further business before the Commission, the meeting adjourned at 8:49 a.m.