

Minutes of the August 15, 2014
Rapid City Historic Preservation Commission Meeting

Members Present: Lance Rom, Jean Kessloff, Bill Freytag and Shawn Krull

Members Absent: Eric Monroe, Sally Shelton, Clancy Kingsbury and Alternates Jody Speck and Doug Jones

Others Present: Sarah Hanzel, Jeanne Nicholson and Sam Chandler

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

Approval of the Meeting Agenda

Hanzel gave a brief update on the case report for 1116 South Street. She noted that the Legal and Finance Committee recommended denial and that the case report is on the agenda for the August 18, 2014 City Council meeting.

Rom moved to approve the agenda. The motion was seconded by Freytag and carried unanimously.

Approval of Minutes

Freytag moved to approve the August 1, 2014 meeting minutes. The motion was seconded by Rom and carried unanimously.

Treasurer's Report

1. Budget Information – July 15, 2014

Hanzel explained that the end of the grant period is August 15, 2014 and that all of the funds were spent. She added that staff is just waiting on the final invoices to be processed.

New Business

2014- 2015 Grant Projects

Hanzel reviewed the project summary of the 2014 – 2015 Grant. She noted that \$2,000 has been designated for educating Rapid City's local property owners and contractors through training sessions. She requested that the Commission begin planning and coordinating the logistics of the lecture series. She noted that in previous Commission training sessions, the Commission expressed interest in training sessions for the 11.1 Review Process, window restoration and/or replacement, Rapid City architecture and tax credits.

Krull commented that contractors would be eligible for education credits for the training sessions. He added that approximately 40 contractors have submitted their applications for the professional list. He expressed his opinion that the Commission should use, as much as possible, the available free resources to inform property owners and contractors about products and processes for improving and restoring historic property.

Kessloff advised that the next West Boulevard Association meeting is in September and that she would verify the date. She added that the association puts out a newsletter and that would be a way to reach out to the property owners.

In response to a question from Freytag, Sam Chandler advised that he would be happy to share samples of the different shingles that are available to the property owners. Additional discussion followed.

Subcommittees Updates

Website

Freytag reviewed the two proposed website layouts. He expressed concern about the progress that has been made on the website by the consultant. A brief discussion followed.

Krull requested that the proposed website layouts be linked to the next agenda for further committee review. He suggested that the City Attorney's office also review the proposed website pages.

Design Guidelines Subcommittee

Krull informed the Commission that he has received a brochure from the subcommittee. He added that the Commission's Mission Statement is included on the brochure and inquired as to whether the same Mission Statement is being used on all of the Commission's documentation and if it is included on the website.

Hanzel responded that the Mission Statement is on the City's website.

In response to a question from Krull, Hanzel advised that that she will follow up on the process to update the Commission's Mission Statement.

Founders Park

No report was given.

Kessloff stated that Pierre would like the Commission to provide their support for the National Nomination for the Rock Art.

Krull suggested that the Commission write a letter of support for the national nomination.

Rom moved that the Commission support the National Nomination for the Rock Art in Founders Park. The motion was seconded by Kessloff and carried unanimously.

Kessloff referenced the August 1, 2014 minutes and commented that several building projects have been completed that were not approved by the Commission. She requested clarification as to how the inspectors are receiving the Commission's action on the 11.1 Reviews.

Hanzel briefly reviewed the process used through the Trakit System to inform the inspectors about the Commission's action on 11.1 Reviews.

In response to a question from Kessloff, Hanzel advised that the applicant is in the process of completing a case report to eliminate the requirement for the scalloped trim at 725 9th Street.

Freytag requested clarification as to what information is given to the building inspectors identifying the Commission's action on the 11.1 Reviews.

Hanzel advised that the information for the 11.1 Reviews that is on the Commission meeting agenda is down loaded into the Trakit system. She added that the inspectors have the same information that the Commission does as it pertains to the 11.1 Reviews. She added that the minutes are included in the Trakit system. A lengthy discussion followed.

In response to a comment from Krull, Hanzel advised that she will try to keep the Commission informed of any pending issues on properties that are going through an 11.1 Review. Additional discussion followed.

Freytag expressed his opinion that if property owners just want an opinion from the Commission about a future project, the 11.1 Review process should not be used and that the request be identified as such on the agenda. Hanzel advised that she would identify it differently on the agenda.

Rom moved to adjourn the meeting at 8:35 a.m. The motion was seconded by Kessloff and carried unanimously.