

City of Rapid City Historic Preservation Commission Appointment Application

Note to Applicant: Before completing this application for consideration, please review the attached Historic Preservation Commission duties. After completing this application, please return it to: City of Rapid City, Community Planning & Development Services Department, 300 Sixth Street, Rapid City. South Dakota 57701. Email: Sarah.Hanzel@rcgov.org. Fax (605) 394-6636.

Background Information

Date

Name

Phone

Email

Home Address

Occupation:

Employer/How Long?

Business Address

Number of years lived in Rapid City

Questions

The duties of the Historic Preservation Commission require a considerable time commitment. How many hours per month are you able to commit to give serving on the Commission?

Will you resign if your schedule prevents you from actively participating on the commission? Y/N

Why are you interested in serving on the Historic Preservation Commission?

Please rank the preservation topics in which you believe are most important to good preservation – 1 being least important and 10 being most important.

Activity	Importance
Design Guidelines and Design Assistance	
Education	
Historical Research	
Neighborhood Restoration (Residential and Downtown)	
Preservation Events	
Project Review	
Promoting Financial Incentives	
Public Involvement	
Recognizing Historic Properties	
Survey/Nomination of Property	

What activities not listed do you think are important for preservation?

What skills and qualifications do you believe would assist you with serving as a Historic Preservation Commissioner?

What is your vision of Rapid City, and the City’s historic preservation program over the next decade?

Education

- High School/Location
- College/Locations
- Degree
- Other education
- Please attach your resume

Civic Activities

Please list all civic and professional organizations and activities that you have participated in the last five years.

Do you presently serve on any other City of Rapid City Boards or Commissions?

City of Rapid City Historic Preservation Commission

MISSION

The Rapid City Historic Preservation Commission works to preserve historic buildings and archeological sites through public education, advocacy, and through recommending ordinances to provide promotion of historic properties and districts in Rapid City.

DUTIES

B. Powers and Duties. The Commission shall take actions necessary and appropriate in order to accomplish a comprehensive program of historic preservation that promotes the use and conservation of Historic Properties for the education, inspiration, pleasure, and enrichment of citizens of Rapid City and the state, consistent with SDCL 1-19B-1. These actions include, but are not limited to, the following responsibilities:

1. To conduct surveys of local Historic Properties;
2. To participate in planning and land use processes undertaken by the City that affect historic properties and historic areas;
3. To participate in historic preservation review as provided in this Code;
4. To cooperate and contract with local, state or federal governments with the approval of the Common Council to further the objectives of historic preservation;
5. To promote and conduct an educational and interpretive program on Historic Properties and issues within the City;
6. To provide information for the purposes of historic preservation to the Common Council;
7. To notify the Director of Equalization of the designation of any Historic Property by the City or by the U.S. Department of the Interior;
8. When solicited by owners, to assist owners of Historic Property and buildings and structures in Historic Districts in preserving their buildings;
9. To assist owners of Historic Property and buildings and structures in Historic Districts in preserving their buildings;
10. When requested, to assist in the review of projects on which review by the State Historic Preservation Office is required under SDCL 1-19A-11.1;

11. To attend informational and educational programs covering the duties of the Commission and current developments in historic preservation;
12. To preserve, restore, maintain and operate Historic Properties under the ownership or control of the Commission and to lease, sell, or otherwise dispose of such Historic Properties. SDCL 1-19B-15 1-19B-17; and
13. To further the objectives of historic preservation as allowed under these ordinances and state law.

QUALIFICATIONS

Applicant must be a resident of the City of Rapid City.

Applicant shall have demonstrated knowledge, training, or interest in historic preservation.

Applicant shall fulfill one or more roles as a historic district representative or professional in the disciplines of history, architectural history, architecture, planning, urban planning, historic preservation, American studies, American civilization, cultural geography, cultural anthropology, law, or construction.

GENERAL INFORMATION

1. **Membership:** The Commission is a nine member commission, with six voting members and three alternate members. Two members and one alternate shall be from each category: Professional Members, Downtown Representatives, and West Boulevard Representatives.
2. **Alternates:** An alternate member may participate and vote at the meeting only when there is an absence at the meeting of one of the regular members in the class from which the alternate was appointed.
3. **Schedule:** The Commission meets bi-monthly on the first and third Fridays of the month at 7:30 am in the City Council Chambers. Addition special work meetings are scheduled occasionally.
4. **Selection Process:** The process of selecting individuals to serve on the Commission begins with an application. When an interested citizen submits a completed application for a position, the application is placed on file with the Mayor's Office. When a vacancy occurs, interviews are performed by a selection committee. Following recommendation by the selection committee, the Mayor shall appoint members to the Commission with approval by the City Council.
5. **Appointment:** Each member shall be appointed for a term of three year terms.