

Minutes of the March 6, 2015  
Rapid City Historic Preservation Commission Meeting

**Members Present:** Sally Shelton, Jean Kessloff, Shawn Krull, Lance Rom, Clancy Kingsbury, Jody Speck and Alternate Doug Jones

**Members Absent:** Bill Freytag

**Others Present:** Sarah Hanzel, Patsy Horton, Jeanne Nicholson, Ethan Toronto and Brad Estes, City Council Liaison

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

**Approval of the Meeting Agenda**

Kessloff requested that Interior Reviews be added to the agenda. Krull stated that Interior Reviews will be added under Staff Items.

**Shelton moved to approve the agenda with the noted addition. The motion was seconded by Rom and carried unanimously.**

**Approval of Minutes**

**Shelton moved to approve the February 20, 2015 meeting minutes. The motion was seconded by Rom and carried unanimously.**

**Treasurer's Report**

Hanzel informed the Commission that there were no changes since the last meeting.

**New Business**

Home Show - March 27 – 29, 2015

**Sign Up Sheet**

Hanzel advised that there are still time slots that are open and reminded the members to sign up.

**Display Boards**

No update was provided.

**2015-2016 Historic Preservation Commission Certified Local Government Grant Application**

Hanzel advised that the meeting notes from the Work Session are attached to the agenda and that they include the work program items that were determined at the session. She reviewed the breakdown of the allocation funds and advised that a Bob Yapp Workshop will be held in the 2015 - 2016 grant year. She advised that the Grant Application is on the March 11, 2015 Legal and Finance Committee meeting agenda and will be on the March 16, 2015 City Council meeting agenda. A brief discussion followed.

**May - Preservation Month**

- a. Cross promotion with Journey Museum
- b. Showing at Elks Theater
- c. Archeological uncovering
- d. Sioux San

- e. Historic Preservation Awards for residential and commercial City Council May 4<sup>th</sup> /May 18<sup>th</sup>
- f. Promote Commercial District with Downtown partners
- g. Rapid City Public Library
- h. Travelling display in the City Hall Library
- i. Youth presentation or scavenger hunt in public schools
- j. Geology of the Black Hills: An Introduction – May 5, SDSM&T
- k. PSA from HPC and Mayor's committee sustainability

Hanzel explained that the above referenced ideas were discussed at the Work Session. She recommended that the Commission select several to do during May – Preservation month.

In response to a question from Krull, Hanzel advised that the 2014 – 2015 grant year has been extended from May 31, 2015 to August 15, 2015.

### **Staff Items**

#### Interior Reviews

Kessloff expressed her concern about the Commission not doing interior reviews.

Hanzel responded that the Commission will continue to review case reports. She added that 11.1 Reviews will not be reviewed by the Commission unless there is a case report.

In response to a comment from Kessloff regarding the Lehe Report, Hanzel explained that there are a lot of elements to the report and that the proposed ordinance amendment was triggered by some of the recommendations in the report. She reminded the Commission that the Memorandum of Agreement expired December 31, 2014.

Kessloff encouraged the Commission members to voice their concerns and/or opinions on the Lehe Report.

In response to a comment from Kessloff, Hanzel explained that the 11.1 Review process is governed by State law because the Memorandum of Agreement has expired.

Kessloff expressed concern about the Commission no longer doing reviews and that one of the major responsibilities of the Commission is to educate the public about historic preservation. She also inquired as to whether the owner of the downtown restaurant who recently obtained a building permit was informed of the Secretary of Interior Standards for rehabilitating interiors, tax credits and the tax moratorium.

Kessloff departed the meeting at this time.

Krull expressed his opinion that a lot of the property owners are not knowledgeable about the Secretary of Interior standards as they relate to interior renovations for historic properties. He added that it would be helpful to educate the public during the building permit approval process.

Hanzel informed the Commission that when staff initially visited with the State Historic Office about the 11.1 Review process after the Memorandum of Agreement expired, they indicated that interior reviews were not required. She added that staff had visited with the State again at the time the proposed Ordinance was being drafted about interior reviews of commercial properties and how to inform the owners about special programs for historic preservation. She advised that the State reconsidered and recommended that the Ordinance not specifically exclude interior reviews, and that the staff preservation planner emphasize the special programs in the building permit review process. She

added that the building permit for the restaurant in question was obtained in the timeframe between the two conversations with the State Historic Office and staff.

Jones expressed concern with the Federal requirements not being met.

Hanzel stated that there are no Federal historic preservation requirements.

Kingsbury commented that there are no Federal requirements but they do offer incentives for historic preservation.

Speck expressed his concern with the expiration of the Memorandum of Agreement and the Commission no longer being involved in the review process. He added that several of us have put a lot of work into being involved in the Commission. He stated that he would like to request progress reports and timelines from staff for the reviews that they have completed. He noted that the Commission needs to know that staff is following the Commission's mission. Speck also commented that in order for the Commission to educate the public, we need a good working relationship with them and staff. He also requested that a timeline for the adoption of the Ordinance be provided to the Commission.

In response to a comment from Jones, Hanzel briefly reviewed the different topics that could be used to assist in educating the public about historic preservation.

Hanzel informed the Commission that they have not acknowledged their response to the Lehe Report at one of their meetings. She explained that the Commission's response to the Lehe Report should be presented to the Legal and Finance Committee as an attachment with the Ordinance.

Krull passed the gavel to Kingsbury.

Krull expressed concern that the Commission's response to the Lehe Report has not been forwarded to the appropriate individuals and committees.

Hanzel informed the Commission that the Commission's response has been posted to the website along with the State's response to the Lehe Report. She added that the Commission's response needs to be acknowledged at a Commission meeting and then it would be included as an attachment with the Ordinance as it moves forward to Planning Commission, Legal and Finance Committee and City Council.

Krull expressed concern with the delay in implementing new ideas or processes that have been recommended by the Commission.

Estes commented that as the liaison to the Commission he has not seen the Commission's response to the Lehe Report. He stated that he was under the impression that the Commission was still working on it and that it was not completed. He added that the Commission's response has not been on an agenda for the Commission's acknowledgement.

In response to a comment from Krull, Horton suggested that the Commission's response to the Lehe Report be placed on the next meeting agenda for acknowledgement and then it will be added as an attachment when the Ordinance moves forward for consideration to the appropriate committees.

**Speck moved to add the Commission's response to the Lehe Report on the next agenda for review and acknowledgement by the Commission. The motion was seconded by Kingsbury and carried unanimously.**

Additional discussion followed.

Krull inquired as to whether there was a Request for Proposals for the Lehe Report. A brief discussion followed.

**Speck moved to place the Commission's response to the Lehe Report as an attachment with the Ordinance as it moves forward to the Legal and Finance Committee. The motion was seconded by Rom.**

Hanzel recommended that the motion be changed to the Planning Commission instead of the Legal and Finance Committee.

**Speck made a substitute motion to take the Commission's response to the Lehe Report to the Planning Commission for their acknowledgement and that the Commission be present at the meeting to comment on our response, and then follow the procedural process to include the Commission's response to the Lehe Report as an attachment to the Ordinance as it moves forward to the Legal and Finance Committee and City Council for consideration. The substitute motion was seconded by Rom and carried unanimously.**

Krull requested that staff provide the Commission members with the links for the agenda for the upcoming Planning Commission and the agendas for the Legal and Finance Committee and City Council meetings that will consider the Ordinance.

Historic Preservation Ordinance Amendment

The Historic Preservation Ordinance Amendment is still being reviewed by Community Planning Department and the Attorney's office.

**Shelton moved to adjourn the meeting at 8:41 a.m. The motion was seconded by Rom and carried unanimously.**