Rapid City Historic Preservation Commission
Historic Context Planning & Comprehensive Plan Update

Phase II

Preliminary Scope of Work for Historical Consulting Services
September 18, 2019
Overview

During the spring and summer of 2019, Vantage Point Historical Services, Inc. (VPHS) worked with the Rapid City Historic Preservation Commission (RCHPC) to begin updating the RCHPC’s core planning documents. The first phase of work focused on the revision of the Historic Context Report (1989) and Comprehensive Plan (1993; revised 2009). Under a separate agreement, VPHS also facilitated a strategic planning workshop with the RCHPC.

Phase I and the strategic planning session produced draft updates to the Historic Context Report and Comprehensive Plan, along with a draft Mission Document that summarizes the RCHPC’s priorities as it looks forward to another decade of work and service to the Rapid City community.

To complete the updates to the RCHPC’s core planning documents, VPHS has been asked to submit a preliminary scope of work to:

- conduct a Cultural Landscapes Survey,
- coordinate community workshops and meetings with the RCHPC, and
- integrate the conclusions from this research and these workshops into the Historic Context Report and Comprehensive Plan to be submitted to the RCHPC for adoption.

This scope of work will be discussed at the September 25, 2019 meeting of the RCHPC.

Phase II Scope of Work

A. Conduct Cultural Landscapes Survey

VPHS will conduct a Cultural Landscapes Survey of Rapid City. Reflecting the RCHPC’s desire to make its planning documents more inclusive and relevant to the changing needs of the Rapid City community, this survey will document representative types of historic and cultural resources throughout Rapid City, including conventional resources (eligible and contributing National Register of Historic Places sites), as well as resources in keeping with broader frameworks like Historic Urban Landscapes (this may include landscape, waterscape, and skyscape elements; soon-to-be-eligible sites; non-eligible assets that contribute to sense of place; and/or archival, artifact, artistic, and oral history resources held in Rapid City).

This survey will offer a high-level review of historic and cultural assets across the Rapid City community, creating a framework upon which additional, more detailed, survey projects can build. Based on accepted texts and documents used within the field of cultural resource management, it will include the development of a generalized list of property types for each category and subcategory of historic and cultural resources. VPHS will use public records searches, building data from Rapid City’s planning department, historic maps, historic and recent city planning maps, and other primary sources (like newspapers, directories, archival collections, etc.) to develop a list of
specific examples of property types within Rapid City that are relevant to the periods of significance outlined in the draft Historic Context Report. With these resources in hand, VPHS will undertake a windshield survey of Rapid City to record and photograph representative examples of each site type and consult with tribal members and community stakeholders to review areas and assets related to Indigenous history, oral traditions, and site types.

B. Revise Historic Context Report
VPHS will consolidate feedback from the RCHPC and community outreach sessions and revise the introductory sections of the draft Historic Context Report. VPHS will incorporate the findings of the Cultural Landscapes Survey into this revised document, along with illustrations, appendices, and content marked “TBD” in the Phase I draft document to complete the update to the RCHPC’s Historic Context Report.

C. Revise Comprehensive Plan
VPHS will incorporate the goals and priorities outlined in the strategic planning Mission Document, along with feedback from the RCHPC and community outreach sessions, to revise the Comprehensive Plan. VPHS will add illustrations, appendices, and content marked “TBD” in the Phase I draft document to complete the update to the RCHPC’s Comprehensive Plan.

D. Facilitate Community Outreach Event
VPHS will facilitate two community outreach sessions in Rapid City. These sessions will review Phase I and the Strategic Planning session to introduce this project to community members who did not attend the outreach 2019 sessions. VPHS will then introduce the near-final drafts of the RCHPC’s Historic Context Report and the Comprehensive Plan to community members, showing how these documents differ from their predecessors and describing how they will empower the RCHPC’s work going forward. VPHS will take questions and suggestions and make the near-final updated planning documents available for public comment.

E. Conduct Review Meetings and Final Revisions
Following the community outreach sessions, VPHS will participate in a final meeting with the RCHPC to review public comments and take final, suggested revisions from the commissioners. VPHS will then make final adjustments and deliver the complete, updated Historic Context Report and Comprehensive Plan.