Minutes of the July 13, 2016
Rapid City Historic Preservation Commission Meeting

Members Present: Eric Monroe, Ali DeMersseman and Alternates Chris Wehrle and Tim Smith

Members Absent: Clancy Kingsbury, Nate Nelson, Ken Orrock, John Riker and Alternate Aaron Sanders

Others Present: Sarah Hanzel, Jeanne Nicholson and Ritchie Nordstrom, City Council Liaison

Monroe called the meeting to order at 7:46 a.m.

Approval of Meeting Agenda
DeMersseman moved to approve the agenda. The motion was seconded by Tim Smith and carried unanimously.

11.1 Reviews – Summary from January 1, 2016 to July 8, 2016:
1. 406 5th Street is a contributing structure in the Downtown Historic District. A request was made to replace one historic door located on the south side of the building within the courtyard, and one non-historic door located on the west (front) façade of the brick addition to the grain elevator building. The replacement for the historic door is necessitated due to damage to the door, jam, and threshold rot. The replacement will match the original in size and design therefore the proposed project was not found to damage, destroy, or encroach upon historic property. January 20, 2016 | Project Number 16CM001/CIHR16-0004.

2. 1419 West Boulevard is a contributing garage/shed in the West Boulevard Historic District. A request was made to demolish the structure and rebuild a new garage of the same dimensions using the existing footprint or relocating approximately 3 feet to the south. The new structure will mimic the roof pitch and 4” clapboard siding of the contributing house. Rehabilitation of the structure was not found to be feasible due to the structural damage and poor water drainage to the site. Given its condition, and the compatibility of the proposed new garage, this project was not found to damage, destroy, or encroach upon historic property. February 4, 2016 | Project Number 16RS001/CIHR16-0007.

3. 1510 West Boulevard is a contributing structure in the West Boulevard Historic District. The applicant requested to replace the front door. The historic inventory identified a historic wood door; however, further review revealed that the door was not historic. The replacement door is compatible with the home. SHPO concluded no 11.1 review necessary on March 3, 2016.

4. 130 Main Street is a non-listed commercial structure in the Environs of the Downtown Historic District. The request to demolish the structure and build a new commercial structure was not found to damage, destroy, or encroach upon historic property. Plans for new construction will be reviewed prior to a permit being issued. March 18, 2016 | Project Number 16CM001/CIHR16-0010.
5. 1105 – 1107 Saint James is a contributing structure in the West Boulevard Historic District. The applicant requested to replace two basement windows on the front façade with egress windows to meet City requirements. The project was found to not damage, destroy, or encroach upon historic property. April 19, 2016 | Project Number 16RS002/CIHR16-0015.

6. 329 Main Street, the Dean Motor Co. is an individually listed structure on the National Register of Historic Places. The applicant requested a permit to renovate the interior and exterior of the structure, while simultaneously applying for State/Federal tax incentive programs. (Refer to file) The project was found to not damage, destroy, or encroach upon historic property. April 26, 2016 | Project Number 16CM002/CIHR16-0019.

7. 923 West Boulevard is a non-contributing structure in the West Boulevard Historic District. The applicant requested to replace 2 non historic (vinyl) windows and one non historic door with replacements of the same opening size. The proposed windows will match the others existing on the home. The project was not found to damage, destroy, or encroach upon historic property. May 18, 2016 | Project Number 16RS004/CIHR16-0021.

8. 1214 West Boulevard is a contributing structure in the West Boulevard Historic District. The applicant requested to replace eight historic windows and renovate a non-historic addition. The historic windows are double hung wood windows on the west (front) and south (alley) side of the home. They will be replaced with Pella Architect series pocket replacement windows to fit existing opening. The replacement windows will be wood interior, aluminum clad exterior in black or white. Exterior trim will remain intact. Four of the replacement windows are located on the second story. The remaining four are located on the first floor adjacent to picture windows. Photo documentation identifies the necessity to replace rather than repair the windows. The project was not found to damage, destroy, or encroach upon historic property. May 18, 2016 | Project Number 16RS003/CHR16-0020.

9. 902 Mt. Rushmore Road is a non-listed building. The lot on which the building is situated is partially within the environs of the West Boulevard Historic District. The applicant requests a permit to demolish the existing structure and build a 2,500 square foot single story wood framed building including a parking lot and outdoor patio for a coffee shop and restaurant. The proposed project was not found to damage, destroy, or encroach upon historic property. May 20, 2016 | Project Number 16CM003/CIHR16-0025.

10. 920 Clark Street is a contributing structure in the West Boulevard Historic District. The SHPO concluded no 11.1 review necessary to install windows on the screened porch. May 23, 2016.

11. 1505 West Boulevard is a contributing structure in the West Boulevard Historic District. The SHPO concluded no 11.1 review necessary to replace a non-historic wood deck located at the back of the property with new decking to match the existing footprint. June 21, 2016.

Hanzel informed the Commission that the City’s new website does not accommodate the table that was previously set up for the administratively approved 11.1 Reviews. She expressed her opinion that summarizing the administratively approved 11.1 Reviews on upcoming meeting agendas would inform the Commission about the status of the 11.1 Reviews that have been
submitted. She welcomed feedback from the members about this suggestion. Discussion followed and the Commission concurred that providing the information on the administratively approved 11.1 Reviews on the agenda would be adequate.

Nordstrom suggested that the Commission provide the City Council with an Annual Report that summarizes what the Commission worked on during the past year.

Monroe volunteered to start working on the report and hoped that he would have a draft for Commission review at the August meeting. DeMersseman volunteered to help with the report if she is needed.

**Old Business**

**Approve Draft Downtown Area Architectural Survey RFP**
Hanzel advised that some minor changes have been made to the Request for Proposal after the Commission’s field trip of the proposed study boundary. She briefly reviewed the changes and the components of the Request for Proposal.

A brief discussion followed regarding the area between Aby’s Feed and the VFW and Jefferson School.

Hanzel also reviewed the study timeline and the proposed advertising schedule. She noted that the Request for Proposal will be forwarded to SHPO for their review also.

DeMersseman moved to approve the Downtown Area Architectural Survey Request for Proposal. The motion was seconded by Wehrle and carried unanimously.

**Approval of Minutes**
A brief discussion followed regarding meeting attendance. The Commission suggested that contact be made with the members that have not been attending to see if they are still interested in being on the Commission. Hanzel advised that Citizen Interest Applications need to be submitted to the Mayor’s office. She noted that she will add this as an item on the next meeting agenda.

DeMersseman moved to approve the June 22, 2016 meeting minutes. The motion was seconded by Wehrle and carried unanimously.

**New Business**
Hanzel inquired as to whether the Commission would want to schedule a special meeting to discuss the Downtown Master Plan. She added that the next Downtown Master Plan Open Houses are scheduled for July 21, 26 and 27, 2016 and that the Commission will need to reschedule the July 27, 2016 Historic Preservation Commission meeting or cancel it. Hanzel advised that she will forward the summary of the Downtown Master Plan that she is providing to SHPO to the Commission members for your review. A brief discussion followed. The consensus of the Commission was to cancel the July 27, 2016 meeting and that the Commission members should try to attend one of the open houses.

DeMersseman moved to adjourn the meeting 8:24 a.m. The motion was seconded by Wehrle and carried unanimously.