Minutes of the March 8, 2017
Rapid City Historic Preservation Commission Meeting

Members Present: Ali DeMersseman, Eric Monroe, Jenn Johnson, Clancy Kingsbury and Alternate Brittany Neiles

Members Absent: John Riker and Alternates Chris Wehrle and Carol Saunders

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

Monroe called the meeting to order at 8:03 a.m.

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

New Business

Smith entered the meeting at this time.

Approve 2017-2018 CLG Grant Application
Hanzel stated that the CLG Grant Application is for $22,000. She noted that the grant application amount is a result of the work session that the Commission held to discuss upcoming projects for the new grant application. She briefly reviewed the work projects.

In response to a question from DeMersseman, Hanzel advised that in the 2017 budget and the 2018 draft budget, staff has requested non-matched funds.

Hanzel advised that she has visited with Lee Geiger about updating the architectural book which includes drawings of downtown building facades and noted that he is interested in doing the update. She provided the book to the Commission for their review.

Neiles commented that the previous Walking Tour Brochures contained drawings from the book and that we hope to do the same in the design of the new brochure. She added that the book is not available in digital format. Neiles commented that maybe some of the drawings from the book could be incorporated into the presentation for the Façade Easement Program.

Kingsbury entered the meeting at this time.

A brief discussion followed regarding the projects for the new CLG Grant Application.

DeMersseman moved to authorize staff to submit the 2017 - 2018 CLG Grant Application to the City Council for approval. The motion was seconded by Smith and carried unanimously.
Old Business

Preservation Month Workshop Update
Hanzel informed the Commission that the proposed date for the workshop is April 29, 2017. She advised that a location has not been officially determined but that she will be attending a meeting with the School District about using Wilson School for the workshop. Hanzel added that she has contacted the First Congregational United Church of Christ on Clark Street as an alternative location. DeMersseman suggested that maybe the Nursing School would be another option. Hanzel stated that she will inform the Commission about the location when the arrangements are finalized.

DeMersseman commented that the Commission should contact the West Boulevard Association about promoting the workshop.

Hanzel stated that she has received a contract from Mr. Arguello and that the City Attorney has approved it.

East of Fifth Architectural Survey Update
Hanzel informed the Commission that an open house will be held tonight from 4:30 to 6:00 pm. in the First Floor Community Room at the City School Administration Center for the East of Fifth Architectural Survey Update. A brief discussion followed.

11.1 Reviews – January 18, 2017 to February 1, 2017
1. 1018 Columbus Street is non-contributing structure in the West Boulevard Historic District. Permits were requested to replace the windows on the 2nd story with double hung vinyl windows to fit the existing opening, featuring internally divided lights. The proposed project did not meet several of the Standards; however, the project was not found to be adverse effect due to the structures non-contributing status. The applicant was encouraged to not introduce the divided light feature since there is no evidence of them existing on the property historically. February 9, 2017 | Project number 17RS001/CIHR17-0005

Hanzel briefly reviewed the request and noted that there was a fire in the house last year. She added that the applicant is replacing the windows on the second floor with the same size double hung windows with a divided light pattern. She advised that she has visited with the applicant about the divided light patterns. She noted that the request will not have an adverse effect on the structure.

2. 512 Main Street is a contributing structure in the Downtown Historic District. Permit was requested to add a pass through window and change a 3’ door to a 6’ door. The proposed project meets standards 2 and 5, the remaining standards are NA. The project was found to have no adverse effect. February 15, 2017 | 17CM002/CIHR17-006

Hanzel briefly reviewed the request and noted that minimal changes are being made to the structure which will not have an adverse effect on the structure.

Treasurer’s Report through January 31, 2017
Hanzel stated that Quality Services will be submitting invoices for the Architectural Survey. She noted that $13,805 was the contract amount for this survey.
Approval of Minutes

Johnson moved to approve the February 8, 2017 meeting minutes. The motion was seconded by DeMersseman and carried unanimously.

Hanzel informed the Commission that $12,000 was budgeted in 2017 to update the Historic Preservation Comprehensive Plan and to implement a Historic District Zoning Overlay District. She noted that these would be non-matched funds. Discussion followed.

Hanzel advised that the Election of Officers will be an item on the next meeting agenda.

Kingsbury moved to adjourn the meeting at 8:32 a.m. The motion was seconded by Smith and carried unanimously.