Minutes of the May 24, 2017
Rapid City Historic Preservation Commission Meeting

Members Present:  Ali DeMersseman, Jenn Johnson, John Riker, Tim Smith and Alternates Carol Saunders and Brittany Neiles

Members Absent: Eric Monroe and Alternate Chris Wehrle

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

DeMersseman called the meeting to order at 8:06 a.m.

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

New Business

Election of Officers
Hanzel informed the Commission that Clancy Kingsbury has resigned from the Commission and that Brenna Maloney will be appointed as a new member to the Commission.

Riker volunteered to serve as Chairman for the Commission.

Johnson moved to approve the appointment of John Riker as the Chairman of the Historic Preservation Commission. The motion was seconded by Johnson and carried unanimously.

Johnson volunteered to serve as Vice Chairman for the Commission.

Neiles moved to approve the appointment of Jenn Johnson as the Vice Chairman of the Historic Preservation Commission. The motion was seconded by Saunders and carried unanimously.

DeMersseman volunteered to serve as Secretary for the Commission.

Neiles moved to approve the appointment of Ali DeMersseman as the Secretary of the Historic Preservation Commission. The motion was seconded by Johnson and carried unanimously.

Awards
Riker inquired as to whether the Commission will be giving out awards for improvements to historic properties.

Hanzel asked if the Commission had any recommendations.
Riker recommended the TMA Building for commercial use and possibly the Hotel Alex Johnson. DeMersseman advised that there is a house in the 1200 block of West Boulevard that has been renovated. Brennan commented that the TMA building would be a good recommendation.

Riker moved to recommend that the Haycamp Building be presented an award for the improvements that they made to their commercial building and that the TMA Building be presented an award for the residential/mixed use improvements that they have made to their building. The motion was seconded by Neiles.

Nordstrom commented that the renovation of the Murphy’s building should be considered. Neiles also commented that the improvements to the Brass Rail building should also be considered. Additional discussion followed.

Riker amended the motion to add that the Brass Rail building be presented an award for the façade improvements that they have made to their building. Neiles concurred.

The amended motion to recommend that the Haycamp Building be presented an award for the improvements that they made to their commercial building, that the TMA Building be presented an award for the residential/mixed use improvements that they have made to their building and the Brass Rail be presented an award for their façade improvements that they made to their building carried unanimously.

Smith entered the meeting at this time.

**Committee Reports**

**Carol Saunders – Archiving Project**
Saunders reported that she is currently reviewing and organizing the photographs that are located in the Community Planning Department. She advised that she will be writing a short synopsis for each building photograph. She noted that she has found a brick from the Sweeney building. Discussion followed.

**Old Business**

**Window Restoration Workshop**
Hanzel advised that approximately 20 people attended the workshop and that Kel did a great job. She noted that he provided slides of different stages of window restoration and the products that are available for restoration projects. She added that Wilson School was a great location for the workshop and will keep it in mind for future workshops with a few changes to equipment.

Discussion followed regarding the methods used to promote the workshop and the survey comments.

**2017-18 CLG Grant Application Next Steps**
Hanzel informed the Commission that the grant application has been submitted to the State for their approval. She reminded the Commission members to complete and submit their time sheets because the end of the current grant cycle is May 31, 2017 and that staff will be completing the final draw request to the State by mid-June.
Hanzel explained that once the new grant application is approved, the Commission will need to determine the projects that the Commission will want to work on and create an action plan for the upcoming grant cycle. She noted that members will need to submit timesheets for their time on those projects. A brief discussion followed and Riker requested that this item be added to the next meeting agenda.

11.1 Reviews – April 21 to May 18, 2017
a) 913 St. James is a non-contributing single family dwelling unit in the West Boulevard Historic District. A permit was requested to replace two windows with same size and similar style replacements. Staff and SHPO concurred that the proposed project would have no adverse effect. May 2, 2017 |17RS004/CIHR17-0012.

b) 415 Main Street is a individually listed historic property known as the Parts Central Building. A permit was requested for interior improvements including new partition walls for office space, new flooring, lighting, HVAC, and electrical fixtures. Staff and SHPO concurred no adverse effect. May 5, 2017 |17CM004/CIHR17-0013.

c) 1224 West Boulevard is contributing structure in the West Boulevard Historic District. A permit was requested to replace the cedar shakes with asphalt architectural shingles. Staff and SHPO found no adverse effect. May 11, 2017 | 17RS005/CIHR17-0014.

Hanzel briefly reviewed the 11.1 Reviews. She noted the replacement of cedar shakes with asphalt shingles cannot be approved administratively by staff so the reviews are sent to the State for their determination. She noted that administratively approved roof replacements could be addressed through an agreement with the State.

Treasurer’s Report through April 30, 2017
Hanzel noted that the current grant ends May 31, 2017.

Approval of Minutes
Johnson moved to approve the April 12, 2017 and April 26, 2017 meeting minutes. The motion was seconded by Saunders and carried unanimously.

Johnson moved to adjourn the meeting at 8:40 a.m. The motion was seconded by Riker and carried unanimously.