Minutes of the January 27, 2016
Rapid City Historic Preservation Commission Meeting


Members Absent: Ken Orrock and Alternates Tim Smith and Aaron Sanders

Others Present: Kip Harrington, Jeanne Nicholson and Ritchie Nordstrom, City Council Liaison

Monroe called the meeting to order at 7:48 a.m.

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

New Business

West Boulevard Historic District Resurvey Draft Report
Harrington reviewed the purpose of the report and requested the Commission to acknowledge the report. He added that an open house on the Draft Report will be held on February 4, 2016 from 5:00 to 6:30 p.m. He noted that this will give everyone the opportunity to provide their input on the report.

DeMersseman commented that the report looks good. Harrington concurred.

In response to a question from Monroe, Harrington advised that the Final Report will not go to SHPO for their approval until the comments from the open house have been reviewed.

In response to a comment from Riker, Harrington reviewed the changes in the district boundaries as identified in the Draft Report. A brief discussion followed.

DeMersseman moved to acknowledge the West Boulevard Historic District Resurvey Draft Report. The motion was seconded by Riker and carried unanimously.

Formation of subcommittees
Kingsbury explained that three subcommittees have been created, one for Commercial Design and Review, one for Residential Design and Review and one for Education/Outreach Events. He added that DeMersseman has volunteered for the residential subcommittee, Smith, Wehrle and myself have volunteered for the commercial subcommittee and that Nelson has volunteered for the Education/Outreach Events subcommittee.

Riker volunteered to be on the residential subcommittee.

Old Business

Summary of Sioux Falls Façade Easement Conference Call
Kingsbury gave an update on the conference call with the City of Sioux Falls regarding their Façade Easement Program. He also provided a copy of a pamphlet for the Sioux Falls
program. He briefly reviewed the program budget, program requirements, the eligible projects and costs, tax assessments after improvements and the selection and approval process. He added that the requirements need to be clear and concise right from the beginning to ensure that all parties understand the requirements. He noted that Sioux Falls will be sending the legal documents to Sarah Hanzel.

In response to a question from Monroe, Nordstrom stated that funding from the program would most likely come from CIP funds. Additional discussion followed regarding possible funding sources for the program.

DeMersseman expressed her opinion that the Commission should start working on the implementation of the program so that information can be provided to the City Council at the time of approval for the 2017 budget.

Riker asked if there are any grants available that could be used for this program.

Harrington stated that staff can check and see if there are any grants available but expressed his opinion that CIP funds would probably be the best option.

Kingsbury commented that Deadwood grants are eligible for non-profit businesses only. He added that Sioux Falls uses a tiered format for funding based on whether the structure is located in the historic district or in the environs. He noted that the projects funded by the Façade Easement Program are listed on the City of Sioux Falls' website.

Nordstrom commented that it can become very competitive for the projects because of the limited funding that is available.

Kingsbury advised that the program can be dissolved or moved to other areas when there are no more buildings that need to be improved.

In response to a question from Wehrle, Nordstrom advised that staff reviews and approves the applications. He added that staff also does inspections to ensure that the progress of the project meets the requirements outlined in the approval of the application.

2015 - 2016 Education/Outreach Events
Monroe stated that the open house for the West Boulevard Historic District Resurvey would qualify as an education/outreach event. He added that the Commission needs to continue looking for other events. Additional discussion followed.

Riker reminded the Commission that he will be doing the radio spot tomorrow and asked for input from the Commission.

Kingsbury expressed his opinion that the public needs to be educated about the new role that the Commission has in the historic preservation process. He added that he visited with a customer about his experience that he had with the City about replacing windows in his historic property.

DeMersseman stated that she has visited with Sarah Hanzel about facilitating a planning session so that the Commission can determine its goals and mission statement. She added the public could be notified that the Commission would be available to visit with property owners about their improvement ideas and then assist them with the City permitting process.
Kingsbury expressed his opinion that in the past when the Commission reviewed the 11.1 Reviews, the meetings became very contentious and that sometimes the Commission was dysfunctional.

Nordstrom stated that the Commission should inform Darrel Shoemaker about the open house so that he can assist in promoting it.

**Treasurer's Report**
A brief discussion followed regarding the expenditures and the remaining budget as of December 31, 2015.

**Approval of Minutes**
DeMersseman moved to approve the January 13, 2016 meeting minutes. The motion was seconded by Kingsbury and carried unanimously.

Wehrle moved to adjourn the meeting at 8:33 a.m. The motion was seconded by Kingsbury and carried unanimously.