

DEADWOOD HISTORIC PRESERVATION COMMISSION

Wednesday, September 27, 2017 ~ 5:00 p.m.

City Hall, 108 Sherman Street, Deadwood, South Dakota

1. Call meeting to Order
2. Approval of HPC Meeting Minutes – September 13, 2017
3. Voucher Approval
4. Old or General Business
 - a. Main Street Initiative update
 - b. 2017 Revolving Loan Budget Adjustment – **Exhibit A**
 - c. Grant Program Guidelines -- Payment Procedure Addition – **Exhibit B**
 - d. De-Accession request for Clowser Collection, Deadwood History Inc. – **Exhibit C**
 - e. Replacement of Large Format Plotter in City Archives – **Exhibit D**
 - f. Headstone Grant Application – **Exhibit E**
5. New Matters before the Deadwood Historic District Commission
6. New Matters before the Deadwood Historic Preservation Commission
 - a. PA H17066 – Shama Properties LLP- 151 Charles – Addition to rear of house – **Exhibit F**
 - b. PA H17067 – Jo Roebuck-Pearson – 36 Lincoln – Repair Soffits & Tuck-point Brick – **Exhibit G**
 - c. PA H17068 – Shane Walton – 46 Jackson – Remove kitchen window – **Exhibit H**
 - d. PA H17069 – Richard & Sandy Neeson – 26 Washington – Repair siding, repair or replace retaining wall, replace roof, replace windows, install storm windows, install screen door. – **Exhibit I**
 - e. PA H17070 – Tyson Almanza – 62 Taylor – Reconstruct porch, remove siding, repair foundation, install wood windows, asphalt roof – **Exhibit J**
7. HP Programs and Revolving Loan Program
 - a. HP Program Applications – **Exhibit K**
 - i. Jo Roebuck-Pearson – 36 Lincoln – Siding Program
 - ii. Joette Johnson – 78 Williams – Foundation Program
 - iii. Richard & Sandy Neeson – 26 Washington – Retaining Wall Program
 - iv. Richard & Sandy Neeson – 26 Washington – Foundation Program
 - v. Richard & Sandy Neeson – 26 Washington – Wood Windows and Doors Program
 - vi. Richard & Sandy Neeson – 26 Washington – Siding Program
 - vii. Tyson Almanza – 62 Taylor – Foundation Program
 - viii. Tyson Almanza – 62 Taylor – Wood Windows and Doors Program
 - ix. Tyson Almanza – 62 Taylor – Siding Program
 - b. Revolving Loan Program – **Exhibit L**
 - i. Charles Williamson – 340 Williams – Request to Forgive
 - ii. Steve & Jill Olson – 53 Lincoln – Retaining Wall Loan
 - iii. Steve & Jill Olson – 53 Lincoln – Forgivable Retaining Wall Loan
 - iv. Kris Fenton – 27 Lincoln – Retaining Wall Loan Increase
8. Items from Citizens not on agenda (*Items considered but no action will be taken at this time.*)
9. Staff Report (*Items considered but no action will be taken at this time.*)
10. Committee Reports (*Items will be considered but no action will be taken at this time.*)
11. Other Business
12. Adjournment

All Applications **MUST arrive at the City of Deadwood Historic Preservation Office by 5:00 p.m. MST on the 1st or 3rd Wednesday of every month in order to be considered at the next Historic Preservation Commission Meeting.*

City of Deadwood
HISTORIC PRESERVATION COMMISSION
Wednesday, September 27, 2017

Present Historic Preservation Commission: Thomas Blair, Michael Johnson, Lynn Namminga, Ann Ochse and Beverly Posey.

Absent: Dale Berg and Lyman Toews

Present City Commission:

Present Staff: Kevin Kuchenbecker, Historic Preservation Officer, Crystal Murray, of NeighborWorks-Dakota Home Services, and Meghan Wittmis, Recording Secretary were present.

All motions passed unanimously unless otherwise stated.

A quorum present, Chair Johnson called the Deadwood Historic Preservation Commission meeting to order Wednesday, September 27, 2017 at 5:00 p.m. in the Commission Room located in City Hall at 108 Sherman Street in Deadwood, SD.

Approval of HPC Minutes:

August 23, 2017 Regular Meeting

It was moved by Mr. Blair and seconded by Ms. Posey to approve the HPC minutes of Wednesday, September 13, 2017.

Voucher Approval:

It was moved by Mr. Namminga and seconded by Ms. Posey to approve the HP Operating Account in the amount of \$48,110.00. Aye – All. Motion carried.

Old or General Business:

Main Street Initiative Update – Kevin Kuchenbecker – No Exhibit

Mr. Kuchenbecker updated the commission Main Street Initiative Committees:

- The Promotion Committee has been working on the Little Black Dress event.
- The Design Committee's pole banners have been ordered and should be installed within the next two weeks.
- SDSU School of Architecture project with the Economic Restructuring Committee on upper floor development is progressing forward in a timely manner.
- The Negotiations Team for CenturyLink is in a holding pattern with CenturyLink's acquisition of Level 3 Communications.

2017 Revolving Loan Budget Adjustment – Exhibit A

Mr. Kuchenbecker stated the Historic Preservation Grant Programs are experiencing a very busy and successful year in 2017. The grant programs for residential and commercial property owners has witnessed a total of 71 grants being entered into the programs already this year with another 10 anticipated being approved at tonight's meeting. This is compared to 61 grants approved during the 2016 calendar year. The success of and increases in activity for our programs as well as the newly developed Foundation and Ghost Sign Preservation Programs are the reasons why the Historic Preservation Commission needs to supplement the 2017 Revolving Loan Fund Budget. The Historic Preservation Commission needs to make a recommendation to the City Commission to supplement this budget in the amount of \$331,179.13. Mr. Blair asked where the money comes out of. Mr. Kuchenbecker stated the supplement is from the fund itself. This is within the revolving loan fund. *It was moved by Mr. Blair and seconded by Ms. Ochse to recommend to the City Commission to supplement the 2017 Revolving Loan Budget in the amount of \$331,179.13, Aye – All. Motion carried.*

Grant Program Guidelines – Exhibit B

Mr. Kuchenbecker stated the Historic Preservation staff has been experiencing concerns with owners participating in the grant programs regarding payments to contractors. There have been a few issues when payment has been made and matters arise after the fact such as the window is not the correct size, hardware is missing or the work is not being done to the owner's standard but meets the building code standards. After a lengthy discussion, in an effort to protect the homeowner and contractor the Loan Committee is recommending adding a policy to all grant programs requiring withholding ten percent (10%) of all invoices until the project is complete and the homeowner is satisfied with the work being done. *It was moved by Ms. Ochse and seconded by Mr. Blair to add a policy procedure effective immediately to all grant programs stating "Ten percent (10%) will be withheld from all payment requests until the project is completed and the Owner agrees the project has been finished to their satisfaction".*

De-Accession request for Clowser Collection, Deadwood History Inc. – Exhibit C

Mr. Kuchenbecker stated that on Thursday, September 14, 2017, Rachel Lovelace-Portal, the Curator of Collections from DHI, Inc. came to Deadwood City Hall and dropped off twelve (12) catalog forms of objects from the city owned Donald Clowser collection. DHI staff identified these objects as being damaged beyond repair and would like to deaccession them from the collection. Among these items were coyote hides that had not been tanned and other taxidermy animals that were in bad shape. Ms. Posey asked if these items could be sold. Mr. Kuchenbecker stated that he didn't see that anyone would want them. ***It was moved by Mr. Blair and seconded by Mr. Namminga to dispose of the items as outlined in Draft #2 of the City of Deadwood Archives Management Policies and Procedures.***

Replacement of Large Format Plotter in City Archives – Exhibit D

Mr. Kuchenbecker stated that the City of Deadwood is requesting permission to purchase a large scale color plotter, more specifically the Canon PRO 4000s plotter for downstairs. This new plotter will replace the obsolete Canon plotter that was donated to the City Archives by the Lawrence County Register of Deeds in 2010. Since this machine is obsolete, parts and service for the W8400 have become difficult to locate. ***It was moved by Ms. Posey and seconded by Ms. Ochse to allow the City of Deadwood Archives to purchase a Canon PRO 4000s plotter from Large Document Solutions. The cost for this purchase will not exceed \$5,000.00 dollars. This is a 2017 budgeted City Archives acquisition.***

Headstone Grant Application #17002 - Exhibit E

Mr. Kuchenbecker stated that on September 18, 2017 the Cemetery Committee, a subcommittee of the Deadwood Historic Preservation Commission, met and reviewed the headstone grant application for Nels G. Fredrickson, #17002. As part of the grant program applicants are required to furnish photographs, family trees, and any other pertinent information for the Historic Preservation Files. This applicant provided all the necessary documentation. After reviewing the application, the Cemetery Committee moved to approve the application for the 2017 Headstone Grant Program. ***It was moved by Mr. Blair and seconded by Ms. Ochse to accept application #17002, into the 2017 HPC Headstone Grant Program as approved by the Cemetery Committee on September 18, 2017.***

New Matters before the Deadwood Historic Preservation Commission

PA H17066 – Shama Properties LLP – Addition to rear of house – Exhibit F

Mr. Kuchenbecker stated the applicant has submitted an application for Project Approval to build a 5' x 13 ½' addition to the rear of the house for a bathroom. The proposed alteration is at the rear of this noncontributing resource. As such, the proposed work and changes do not encroach upon, damage or destroy a historic resource or have an adverse effect on the character of the building or the historic character of the State and National Register Historic District or the Deadwood National Historic Landmark District. ***It was moved by Ms. Ochse and seconded by Ms. Posey based upon all the evidence presented, the HP Commission finds this project does not encroach upon, damage, or destroy any historic property included in the national register of historic places or the state register of historic places, and therefore move to grant a project approval. Aye – All. Motion carried.***

PA H17067 – Jo Roebuck-Pearson – 36 Lincoln – Repair Soffits & Tuck-point Brick - Exhibit G

Mr. Kuchenbecker stated the applicant is requesting permission to repair siding, soffits and tuck-point brick on the carriage house and main house. Staff has met with the applicant identifying a scope of work for the exterior of the resource. The proposed work and changes does not further encroach upon, damage or destroy a historic resource or have an adverse effect on the character of the building or the historic character of the State and National Register Historic Districts or the Deadwood National Historic Landmark District. ***It was moved by Mr. Namminga and seconded by Ms. Posey based upon all the evidence presented, the HP Commission finds this project does not encroach upon, damage, or destroy any historic property included in the national register of historic places or the state register of historic places, and therefore move to grant a project approval. Aye – All. Motion carried.***

PA H17068 – Shane Walton – 46 Jackson – Remove Kitchen Window – Exhibit H

Mr. Kuchenbecker stated the applicant is requesting permission to remove one kitchen window in the back of the house. The proposed window change is at the rear of the resource and does not appear to be original to the house. It is not visible from other parts of the historic districts; therefore, the proposed work and changes do not encroach upon, damage or destroy a historic resource or have an adverse effect on the character of the building or the historic character of the State and National Register Historic Districts or the Deadwood National Historic Landmark District. ***It was moved by Ms. Posey and seconded by Mr. Namminga based upon all the evidence presented, the HP Commission finds this project does not encroach upon, damage, or destroy any historic property included in the national register of historic places or the state register of historic places, and therefore move to grant a project approval. Aye – All. Motion carried.***

PA H17069 – Richard & Sandy Neeson – 26 Washington – Repair Siding, Retaining Wall, Replace Roof, Replace Windows, Install Storm Windows and Screen Door – Exhibit I

Mr. Kuchenbecker stated the applicant is requesting permission to replace windows with wood inserts, also install wood storm windows and a storm screen door. They would also like to replace the roof with asphalt shingles, repair existing siding and repair or replace the retaining wall. Staff has conducted a site visit to review the programs and condition of the resource with the new owners. The proposed work and changes will not encroach upon, damage or destroy a historic resource or have an adverse effect on the character of the building or the historic character of the State and National register Historic Districts or the Deadwood National Historic Landmark District. ***It was moved by Ms. Posey and seconded by Ms. Ochse based upon all the evidence presented, the HP Commission finds this project does not encroach upon, damage, or destroy any historic property included in the national register of historic places or the state register of historic places, and therefore move to grant a project approval. Aye – All. Motion carried.***

PA H17070 – Tyson Almanza – 62 Taylor – Reconstruct Porch, Remove Siding, Repair Foundation, Install Wood Windows, Asphalt Roof – Exhibit J

Mr. Kuchenbecker stated the applicant is requesting permission to reconstruct the deck to original porch, remove inappropriate siding, replace asphalt roof with asphalt shingles, repair the foundation, and repair/replace wood windows and storms with in-kind replacements. Staff will coordinate with the applicant during this process. The applicant wants to restore the grandeur of this resource. The proposed work and changes do not encroach upon, damage, or destroy a historic resource or have an adverse effect on the character of the building or the historic character of the State and National Register Historic Districts or the Deadwood National Historic Landmark District. ***It was moved by Ms. Posey and seconded by Ms. Ochse based upon all the evidence presented, the HP Commission finds this project does not encroach upon, damage, or destroy and historic property included in the national register of historic places or the state register of historic places, and therefore move to grant a project approval. Aye – All. Motion carried.***

Revolving Loan Fund and Historic Preservation Programs:

HP Program Applications – Exhibit K

- i. Jo Roebuck-Pearson – 36 Lincoln – Siding Program
- ii. Joette Johnson – 78 Williams – Foundation Program
- iii. Richard & Sandy Neeson – 26 Washington – Retaining Wall Program
- iv. Richard & Sandy Neeson – 26 Washington – Foundation Program
- v. Richard & Sandy Neeson – 26 Washington – Wood Windows and Doors Program
- vi. Richard & Sandy Neeson – 26 Washington – Siding Program
- vii. Tyson Almanza – 62 Taylor – Foundation Program
- viii. Tyson Almanza – 62 Taylor – Wood Windows and Doors Program
- ix. Tyson Almanza – 62 Taylor – Siding Program

It was moved by Mr. Blair and seconded by Mr. Namminga to approve the HP Program applications 1-9 as presented. Aye – All. Motion carried.

Revolving Loan Program/Disbursements

Revolving Loan Program – Exhibit L

- i. Charles Williamson – 340 Williams – Request to Forgive
- ii. Steve & Jill Olson – 53 Lincoln – Retaining Wall Loan
- iii. Steve & Jill Olson – 53 Lincoln – Forgivable Retaining Wall Loan
- iv. Kris Fenton – 27 Lincoln – Retaining Wall Loan Increase

It was moved by Ms. Ochse and seconded by Mr. Blair to approve Items 1– 4 as presented to the Historic Preservation Commission. Aye – All. Motion carried.

Revolving Loan Program Disbursements

It was moved by Ms. Posey and seconded by Mr. Namminga to approve HP Grant Fund disbursements in the amount of \$56,150.53, based on information as presented by Ms. Murray of NeighborWorks-Dakota Home Services. Ms. Posey Abstained. Aye - All. Motion carried.

It was moved by Mr. Blair and seconded by Mr. Namminga to approve HP Revolving Loan Fund disbursements in the amount of \$13,389.70, based on information presented by Ms. Murray of NeighborWorks-Dakota Home Services. Aye - All. Motion carried.

Items from Citizens not on Agenda (items will be considered but no action will be taken at this time.)

Margaret Sulentic and representatives from Rangel Construction addressed the Commission regarding Ms. Sulentic's carriage house that is falling down. Options of repairing and rebuilding were discussed at length. Ms. Ochse requested a site visit be conducted before the next meeting so the commission has time to ruminate before the decision is made.

Staff Report: *(items will be considered but no action will be taken at this time.)*

Mr. Kuchenbecker passed around a picture of the completed headstone for Jim Ludd.

Mr. Kuchenbecker also presented the book *199 Cemeteries to See Before You Die*. Mount Moriah Cemetery is listed on page 64.

Committee Reports:

Ms. Ochse stated the Community and Visitor surveys for the Comprehensive Plan will be coming out.

Ms. Posey asked about the deadline on the Gibbens Project.

Adjournment:

The Historic Preservation Commission Meeting adjourned at 6:02 p.m.

ATTEST:

Chairman, Historic Preservation Commission

Meghan Wittmis, Historic Preservation Office/Recording Secretary