

**DEADWOOD HISTORIC PRESERVATION COMMISSION**

**Wednesday, March 23, 2016 ~ 5:00 p.m.**

City Hall, 108 Sherman Street, Deadwood, South Dakota

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1. Call meeting to Order
2. Approval of HPC Meeting Minutes – March 9, 2016
3. Voucher Approval
4. Old or General Business
  - a. Request from Larry Shama to address HPC on late fees for 5 Jackson Street – No Exhibit
  - b. Request from Larry Shama to address HPC on windows for 147 Charles Street – No Exhibit
  - c. West River History Conference Funding Request – Exhibit A
  - d. Windows Program Enhancement – Exhibit B
  - e. Elderly Residents Program Change – Exhibit C
5. New Matters before the Deadwood Historic District Commission
6. New Matters before the Deadwood Historic Preservation Commission
  - a. PA – Case H16009 – 11 Jackson – William and Tam Zwingelberg – Exhibit D
7. Revolving Loan Fund & HP Programs Update
  - a. HP Program Applications -- Exhibit E
    - 11 Jackson – William and Tam Zwingelberg – Windows and Doors Program
  - b. Revolving Loan Program
  - c. Retaining Wall Program Disbursements
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 1<sup>st</sup> or 3<sup>rd</sup> Wednesday of every month in order to be considered at the next Historic Preservation Commission Meeting.*

## CITY OF DEADWOOD

### HISTORIC PRESERVATION COMMISSION

**Wednesday, March 23, 2016**

**Present Historic Preservation Commission:** Laura Floyd, Michael Johnson, Lyman Toews, Thomas Blair, Lynn Namminga, Dale Berg and Chuck Williams were present.

**Absent:** Ms. Terri Williams, City Attorney, was absent.

**Present City Commission:** Dave Ruth, Jr. was present.

Mr. Kevin Kuchenbecker, Historic Preservation Officer, Joy McCracken and Mike Walker of NeighborWorks-Dakota Home Services and Jerity Krambeck, Recording Secretary, were all present.

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#### **All motions passed unanimously unless otherwise stated.**

A quorum present, Chair Floyd called the Deadwood Historic Preservation Commission meeting to order Wednesday, March 23, 2016 at 5:00 PM in the Commission Room located in the City Hall at 108 Sherman Street in Deadwood, SD.

#### **Approval of March 9, 2016 HPC Minutes:**

***It was moved by Mr. Toews and seconded by Mr. Williams to approve the minutes of Wednesday, March 9, 2016 as presented. Aye – All. Motion carried.***

#### **Voucher Approval:**

***It was moved by Mr. Johnson and seconded by Mr. Blair to approve the HP Operating Account in the amount of \$52,741.55. Aye – All. Motion carried.***

#### **Old or General Business:**

Request from Larry Shama to address HPC on late fees for 5 Jackson Street

Mr. Shama requested the reversal of a late fee accrued in August 2014, which the payment was made September 2015. Mr. Shama stated there was a \$5.00 late fee accrued, which has since grown to \$10.00 accrued late fee. Mr. Shama requested the late fee be forgiven. Mr. Toews asked if this had been reviewed by Loan Committee. Mrs. Floyd stated it came directly to HPC. Mr. Toews asked if this was in HPC's normal process. Mrs. Floyd stated this is not a request HPC has ever had before. Mrs. Floyd clarified the payment was made late. Mr. Shama agreed it was late, but he makes one payment on time and five payments in advance. Mr. Blair asked Mr. Walker to further discuss the late fee. Mr. Walker stated the payment was due August 1, 2014 and it was not paid until September 2, 2014, which is where the \$5.00 late fee accrued. When he made his next payment, \$5.00 of his payment went to the late fee, which resulted in a \$10.00 late fee. Mr. Blair asked if it would affect NeighborWorks if HPC forgave the late fee. Mr. Walker stated it would not.

***It was moved by Mr. Namminga and seconded by Mr. Blair to forgive the \$10.00 late fee accrued by Mr. Shama for 5 Jackson Street. Aye – All. Motion carried.***

Request from Larry Shama to address HPC on windows for 147 Charles Street

Mrs. Floyd stated Mr. Shama is welcome to discuss his concerns with the Window Program, but she wished for Mr. Shama to hear the revisions of the Windows Program later on the agenda.

Mr. Shama stated in the February 10, 2016 minutes he would like the minutes amended from "request to change vinyl to windows" to "request to change to composite windows." Mrs. Floyd stated the changes will be on the next agenda.

Mr. Shama stated he has been to the HPC meetings twice before; once to get into the program and to come back to get the house off the contributing list. Mr. Shama stated he has not had a response from anyone and he started the program in July. Mr. Shama stated if HPC insists on the wood windows, he would participate in the program if HPC buys the windows, installs the windows, puts on the finish, and Mr. Shama would take care of the maintenance. Mrs. Floyd stated there is not a program that would work for that suggestion and at this point it feels like Mr. Shama is trying to bargain with HPC. Mrs. Floyd stated later on the agenda Mr. Shama would be able to hear the revisions of the Windows Program and HPC does not have the ability to do the kind of thing Mr. Shama is requesting. Mr. Shama asked why that is. Mrs. Floyd stated there is already a program set up and it provides certain amounts of money for the windows and Mr. Shama has seen the earlier version of the program and tonight Mr. Shama will see the new version of the program. Mrs. Floyd stated it is what we have available in our budget to offer equitably for all of the residents in the town. Mr. Shama stated the second time he was at HPC he was not requesting to have HPC pay for the windows. Mr. Blair stated Mr. Shama was asking to have his house removed

from the contributing list and Mrs. Floyd stated the issue was out of HPC's hands and removing the home from contributing to non-contributing was above this body and HPC does not have the power to grant. Mrs. Floyd again asked Mr. Shama to stay and listen to the Windows Program revisions in hopes it now meets his needs.

#### West River History Conference Funding Request – Exhibit A

Mr. Kuchenbecker stated HPC annually gives \$500.00 donation to support the heritage and history goals of the West River History Conference from the public education and advocacy funds. Mr. Kuchenbecker stated staff recommends approval.

***It was moved by Mr. Toews and seconded by Mr. Johnson to approve the West River History Conference Funding Request in the amount of \$500.00. Aye – All. Motion carried.***

#### Windows Program Enhancement – Exhibit B

Mr. Kuchenbecker stated the current Wood Windows Program currently pays up to \$200.00 per window, whereas the proposed program would be up to \$800.00. The current program allows for the purchase and installation of approved wooden storm and screen windows or qualified restoration up to \$250.00 per window, whereas under the proposed program would be up to \$350.00 per window. The current program allows for windows qualified for the purchase and installation of new wood windows to be eligible for a forgivable loan or grant of \$100.00 per window if existing window is beyond repair and for the removal of inappropriate windows and installing of appropriate qualified windows are eligible for a forgivable loan or grant of \$400.00 per window, whereas the proposed program windows can only be replaced if they are inappropriate or cannot be repaired. Windows qualified for the purchase and installation of new wood windows are eligible for a forgivable loan or grant up to \$800.00 per window. Under the current program, the forgivable loan or grant is available up to \$10,000.00, whereas the proposed window program would allow for a forgivable loan or grant available up to \$20,000.00 maximum.

***It was moved by Mr. Blair and seconded by Mr. Johnson to approve the Windows Program Enhancement. Aye – All. Motion carried.***

#### Elderly Residents Program Change – Exhibit C

Mr. Kuchenbecker stated the Program Committee did review this program and suggests converting the Elderly Residents Program to a grant instead of a loan for owner occupied applicants.

***It was moved by Mr. Blair and seconded by Mr. Berg to convert the Elderly Residents Program to a grant from a loan. Aye – All. Motion carried.***

#### New Matters before the Deadwood Historic District Commission

No new matters presented.

#### New Matters before the Deadwood Historic Preservation Commission

##### PA – Case H16009 – 11 Jackson – William and Tam Zwingelberg – Exhibit D

Mr. Kuchenbecker stated this is a contributing structure located in the Ingleside Planning Unit. Mr. Kuchenbecker stated the applicant is requesting permission to remove, clean, sand, re-glaze, repaint, and reinstall 13 windows. Mr. Kuchenbecker stated this project would include the removal of old metal and wooden storm/screens and replace with new wooden combo storm/screens. Mr. Kuchenbecker stated staff would recommend approval. Mr. Toews asked if the basement windows were to be wood. Mr. Kuchenbecker stated vinyl windows have been allowed for subgrade levels.

***It was moved by Mr. Toews and seconded by Mr. Blair 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 grant project approval for 11 Jackson Street. Aye- All. Motion carried.***

#### Revolving Loan Fund and Historic Preservation Programs:

##### Historic Preservation Program Applications

##### 11 Jackson - William and Tam Zwingelberg - Windows Program

Mr. Kuchenbecker presented the Commission with an application for 11 Jackson Street, but suggested no action be taken due to the program changes.

***It was moved by Mr. Toews and seconded by Mr. Johnson to continue the Windows Program application for 11 Jackson Street to the next scheduled meeting. Aye-All. Motion carried.***

#### Revolving Loan Fund/Retaining Wall Program Update:

##### Retaining Wall Applications

No applications were addressed at this meeting.

#### Revolving Loan Program/Disbursements

***It was moved by Mr. Blair and seconded by Mr. Namminga to approve HP Revolving Loan Fund disbursement in amount of \$6,159.13, based on information as presented by Mr. Walker, of NeighborWorks-Dakota Home Services. Aye - All. Motion carried.***

The delinquency report was presented by Mike Walker.

#### Retaining Wall Program Disbursements

No Retaining Wall Program Disbursements were addressed at this meeting.

Ms. Wilks presented and discussed the three-year loan report.

#### Items from Citizens not on Agenda

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

Mr. Kuchenbecker reported on the following items:

- April 21, 2016 is another education opportunity, Make Your House a Healthy Home;
- The South Dakota Historical Society Conference is approaching April 28-29, 2016;
- More Wayfinding signs have gone up and they are close to halfway complete for Phase I;
- The Archway is pending engineering verification on substitute material prior to shipment;
- Powerhouse Park was awarded at the City Commission meeting and the bids for the Gateways project were rejected due to costs.

Charles Street Bridge did go in front of City Commission and they have asked staff to go back with the options that were presented and get realistic numbers on all three options, which will require professional assistance and engineering to put together a scope. Mr. Ruth stated there were concerned residents that wanted to have a more educated decision regarding the Charles Street Bridge. Mr. Toews stated HPC would probably not pay for demolishing the bridge. Mr. Blair stated he went under the bridge and said the bridge is in poor shape. Mr. Ruth stated information was relayed to the citizens and they wanted the information to come from an engineer and all options were properly explored. Mr. Namminga stated he would rather see the money go toward something more than a bridge. Mrs. Floyd stated once the numbers are in, HPC could make a more educated decision. Mr. Blair stated once it is identified as a potential liability, the City does not want to sit on it. Mr. Kuchenbecker stated the City has been given HPC until July 1, 2016.

#### Committee Reports:

#### Adjournment:

There being no other business, the Historic Preservation Commission Meeting adjourned at 5:41 p.m.

ATTEST:

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Laura Floyd

Chairman, Historic Preservation Commission

*Jerity Krambeck, Historic Preservation Office/Recording Secretary*