

**DEADWOOD HISTORIC PRESERVATION COMMISSION**

**Wednesday, December 28, 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 Regular Meeting Minutes – December 14, 2016
3. Voucher Approval
4. Old or General Business
  - a. Permission to advertise for Intern for Clowser Collection – Exhibit A
  - b. All Angels Episcopal Church – 2016 Outside of Deadwood Grant – Extension Request – Exhibit B
  - c. Elderly Resident Program Changes – Exhibit C
  - d. Façade Easement Program Changes – Exhibit D
5. New Matters before the Deadwood Historic District Commission
  - a. COA H16067 Sharon Jacobs – 670 Main Street – 2<sup>nd</sup> Floor Windows - Exhibit E
6. New Matters before the Deadwood Historic Preservation Commission
  - a. PA H16068 Mathew Pike – 35 Lincoln – Windows – Exhibit F
7. Revolving Loan Fund & HP Programs Update
  - a. HP Program Extension – Exhibit G
    - i. Jodi Campbell – 21 Burnham – Siding Program Extension
    - ii. Jodi Campbell – 21 Burnham – Windows and Doors Program Extension
  - 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

Executive Session for Legal Matters per South Dakota Codified Law 1-25-1 (3)

*\*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.*

**DEADWOOD HISTORIC PRESERVATION COMMISSION**

**Wednesday, December 14, 2016 ~ 5:00 p.m.**

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1. Call meeting to Order
  2. Approval of HPC Meeting Regular Meeting Minutes – November 22, 2016
  3. Voucher Approval
  4. Old or General Business
    - a. Chamber of Commerce Marketing Report & Update
    - b. South Dakota Governor's Conference on Tourism – Exhibit A
    - c. NeighborWorks Dakota Home Resources Contract Renewal - Exhibit B
    - d. BHSU Herbarium Project Funding Carry Over – Exhibit C
  5. New Matters before the Deadwood Historic District Commission
    - a. COA H16058 Rich Harr – 560 Main Street – Deadwood Gulch Saloon Siding Exhibit D
  6. New Matters before the Deadwood Historic Preservation Commission
    - a. PA H16066 City of Deadwood -- 15 Seventy Six Drive – Days of 76 Grandstand Roof Replacement Exhibit E
  7. Revolving Loan Fund & HP Programs Update
    - a. HP Program Applications – Exhibit F
      - i. Ron Russo -- 31 Charles -- Siding Program
      - ii. Lawrence Kracht -- 4 Lincoln -- Wood Windows and Doors
    - b. Revolving Loan Program
      - Consent Agenda – Exhibit G
        - i. Oyster Bay – 626 Main – Commercial Life Safety Loan
        - ii. Fairmont Hotel – 628 Main – Commercial Life Safety Loan
        - iii. Rich Turbiville – 67 Taylor – Loan Extension Request
        - iv. Bonnie Fosso – 170 Pleasant – Extension Request
      - Individual Items – Exhibit H
        - i. Berg Jewelry & Gifts LLC, Dale Berg – 650 Main – Subordination
        - ii. Dustin & Laura Floyd – 21 Lincoln – Request to Forgive CHPWINFL3
        - iii. Dustin & Laura Floyd – 21 Lincoln – Request to Forgive CHPWINFL5
    - c. Retaining Wall Program Disbursements
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## CITY OF DEADWOOD

### HISTORIC PRESERVATION COMMISSION

**Wednesday, December 14, 2016**

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

**Present City Commission:** Mayor Chuck Turbiville and Dave Ruth were present.

**Present Staff:** Kevin Kuchenbecker, Historic Preservation Officer, Joy McCracken, of NeighborWorks-Dakota Home Services, and Bonny Anfinson, 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, December 14, 2016 at 5:00 p.m. in the Commission Room located in the City Hall at 108 Sherman Street in Deadwood, SD.

**Approval of November 22, 2016 HPC Minutes:**

***It was moved by Mr. Toews and seconded by Mr. Berg to approve the HPC minutes of Tuesday, November 22, 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 \$322,692.20. Aye – All. Motion carried.***

**Old or General Business:**

**Chamber of Commerce Marketing Report and Update**

Mr. Lee Harstad, Executive Director of the Deadwood Chamber of Commerce and Ms. Amanda Kile, Marketing & Sponsorship Director presented the Chamber's 2016 Marketing Report and update to the Historic Preservation Commission.

**South Dakota Governor's Conference on Tourism – Exhibit A**

Mr. Kuchenbecker stated the South Dakota Governor's Conference will be held in Pierre, SD January 17-19, 2017. A copy of the schedule is in the packet. If you would like to attend let staff know by Friday, December 23, 2016. Chair Floyd requested a reminder e-mail be sent out to the Commission.

**NeighborWorks Dakota Home Resources Contract Renewal – Exhibit B**

Mr. Kuchenbecker stated the NeighborWorks Dakota Home Resources is requesting a renewal of their contract for 2017. ***It was moved by Mr. Blair and seconded by Mr. Johnson to recommend to the City Commission approval of the contract with Neighborworks Dakota Home Resources for 2017 in the amount of \$75,000.00. Aye – All. Motion carried.***

**BHSU Herbarium Project Funding Carry Over – Exhibit C**

Mr. Kuchenbecker stated the City Archives is requesting permission to carry over \$9,849.00 to cover the remaining work to be performed on the Deadwood Chinatown Botanical Project with Black Hills State University. The expenditure for the bill will be split between the Archives and Archaeology budgets. ***It was moved by Mr. Toews and seconded by Mr. Namminga to recommend to the City Commission approval of the budget carryover for the Deadwood Chinatown Botanical Project with Black Hills State University in the amount of \$9,849.00 to be split between the Archives and Archaeology budgets. Aye – All. Motion carried.***

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

**COA H16058 – Rich Harr – 560 Main Street – Deadwood Gulch Saloon Siding – Exhibit D**

Mr. Kuchenbecker stated the Applicant has submitted an application for Certificate of Appropriateness for work at 560 Main Street, a contributing structure located in the China Town Planning Unit. The applicant is requesting permission to reconstruct the front of the Hi Kee building based on historic photographs with windows, wood lap siding and balcony. The proposed siding is will be a wood lap siding on the front with maximum 5" reveal and a board and batten on the side. Awnings will be canvas. This work is described in attached sketches. The newer one



story building will be modified to closer match historic photos of adjacent buildings as submitted. Staff will continue to work with contractor and review scope of work to ensure 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 Mr. Blair and seconded by Mr. Berg based upon the guidance found in DCO 17.68.050, the exterior alteration proposed is congruous with the historical, architectural, archaeological or cultural aspects of the district and move to grant a Certification of Appropriateness. Aye – All. Motion carried.***

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

PA H16066 – City of Deadwood – 15 Seventy Six Drive – Days of 76 Grandstand Roof Replacement – Exhibit E

Mr. Kuchenbecker stated the applicant has submitted an application for Project Approval for work at 15 Seventy Six Drive. The applicant is requesting permission to replace the roof with a new metal roof, underlayment, sheeting, and roof drainage system. All exposed materials will be color matched to the brown of the grandstands. Mr. Kuchenbecker stated 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 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 at 15 Seventy Six Drive. Aye- All. Motion carried.***

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

HP Program Applications – Exhibit H

Ron Russo – 31 Charles – Siding Program

Lawrence Kracht – 4 Lincoln – Wood Windows and Doors Program

***It was moved by Mr. Blair and seconded by Mr. Namminga to accept the consent agenda as presented and approve the Program Applications as submitted. Aye - All. Motion carried.***

#### **Revolving Loan Program/Disbursements**

***It was moved by Mr. Toews and seconded by Mr. Johnson to approve Retaining Wall Program Disbursements in amount of \$61,937.37, based on information as presented by Mrs. McCracken, of NeighborWorks-Dakota Home Services. Aye - All. Motion carried.***

***It was moved by Mr. Namminga and seconded by Mr. Blair to approve HP Grant Fund disbursement in the amount of \$34,204.67, based on information as presented by Mrs. McCracken, of NeighborWorks-Dakota Home Services. Mr. Namminga abstained. Aye - All. Motion carried.***

***It was moved by Mr. Toews and seconded by Mr. Blair to approve HP Revolving Loan Fund disbursement in the amount of \$4,847.50, based on information as presented by Mrs. McCracken, of NeighborWorks-Dakota Home Services. Mr. Berg and Mr. Blair abstained. Aye - All. Motion carried.***

The delinquency report was presented by Mrs. McCracken.

Revolving Loan Program

Consent Agenda – Exhibit G

Oyster Bay – 626 Main – Commercial Life Safety Loan

Fairmont Hotel – 628 Main – Commercial Life Safety Loan

Rich Turbiville – 67 Taylor – Loan Extension

Bonnie Fosso – 170 Pleasant – Extension Report

***It was moved by Mr. Blair and seconded by Mr. Namminga to approve the loan requests. Aye - All. Motion carried.***

Individual Items – Exhibit H

Berg Jewelry & Gifts LLC, Dale Berg, 650 Main, Subordination

Dale Berg recused himself from the meeting.

***It was moved by Mr. Toews and seconded by Mr. Johnson to approve the request for subordination for Berg Jewelry at 650 Main Street. Aye - All. Motion carried.***

Dale Berg returned to the meeting.



Dustin and Laura Floyd, 21 Lincoln, CHPWINFL3, Request to Forgive

*Laura Floyd recused herself from the meeting.*

***It was moved by Mr. Johnson and seconded by Mr. Toews to approve the request to forgive the windows loan CHPWINFL3. Aye - All. Motion carried.***

Dustin and Laura Floyd, 21 Lincoln, CHPWINFL5, Request to Forgive

***It was moved by Mr. Johnson and seconded by Mr. Toews to approve the request to forgive the windows loan CHPWINFL5. Aye - All. Motion carried.***

*Laura Floyd returned to the meeting.*

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

Retaining Wall Applications

No applications were addressed at this meeting.

**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:

- There is a film crew here from the Mysteries at the Museum television show on the Travel Channel. They are doing a story on the Racketeer Nickel;
- The Program Committee met to review changes to the grant program and they also discussed a mural program. Staff prepared a letter to the Celebrity Hotel asking if they would like to be involved in the pilot program;
- Update on the retaining wall program projects including the final walk through for 3 Shine, 50 Van Buren is complete, St. Ambrose Cemetery is done except ribbing four walls and seeding;
- There was a conference call with Split Rock Studios for phase II of the design and development for the new Deadwood Welcome Center;
- Historic Rehabilitation Program at 360 Williams, the windows and siding are here and painted just waiting for the weather to install them;
- On the Façade Easement Program Ron Russo is getting bids to start his façade project. Dale Berg's Façade Program is advancing with Alaskan Yellow Cedar going on the balcony and the windows were delivered today. Tim Conrad's commercial building on Sherman Street is looking good.
- Revitalization Committee's Design Committee is working with the owners on Main Street and encouraging them to make improvements to the front and backs of their buildings and informing them of the Façade Easement program.
- Toni Burns who just purchased a house on Burnham wrote a very good letter to the editor in the Black Hills Pioneer. Staff was directed to send her a thank you letter.

**Committee Reports:**

Chair Floyd expressed thanks for the windows program.

Cameron Enright sent a letter thanking and informing the Commission how his semester has gone.

**Adjournment:**

The Historic Preservation Commission Meeting adjourned at 6:08 p.m. and went into executive session for legal matters per South Dakota Codified Law 1-25-1 (3) with no action to be taken.

ATTEST:

\_\_\_\_\_  
Chairman, Historic Preservation Commission

*Bonny Anfinson, Historic Preservation Office/Recording Secretary*

OFFICE OF  
PLANNING, ZONING AND  
HISTORIC PRESERVATION  
108 Sherman Street  
Telephone (605) 578-2082  
Fax (605) 578-2084



# EXHIBIT A

KEVIN KUCHENBECKER  
Historic Preservation Officer  
Telephone: (605) 578-2082  
Fax: (605) 578-2084  
[kevin@cityofdeadwood.com](mailto:kevin@cityofdeadwood.com)

## MEMORANDUM

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**Date:** December 23, 2016  
**To:** Deadwood Historic Preservation Commission  
**From:** Kevin Kuchenbecker, Historic Preservation Officer  
**Re:** Internship for City Collections

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The Deadwood Historic Preservation Office is requesting permission to hire a Collections Intern to assist this office in conjunction with Deadwood History, Inc. in the continuing of accession with the City owned Don Clowser Collection.

This internship provides a high school or college student a "hands on" experience working in an archives and collections repository. The intern would be a temporary position on a part-time basis. Hourly rate would be per City of Deadwood pay scale at \$8.93 per hour.

This office budgets up to \$10,000.00 per year for interns. The position would work at the Days of 76 Museum under the general guidance and direction of Deadwood History, Inc. staff with ultimate oversight through the Historic Preservation Office.

### RECOMMENDATION:

*Recommend approval to the City Commission to hire a part-time Collections Intern to assist in the Don Clowser Collection at a rate of \$8.93 per hour pending necessary pre-drug screening requirements per City of Deadwood policies.*



# EXHIBIT B

All Angels Episcopal Church

Spearfish, SD 57783

12-13-2016

**Deadwood Historic Preservation Commission  
City of Deadwood  
108 Sherman Street  
Deadwood, SD 57732  
(605) 578-2082**

**Kevin:**

**Reference: Application for Door Restoration and Stained Glass Window project**

**First of all, Please forgive the primitive letter format. I have been having difficulty with my computer.**

**We have been granted \$20,000.00 to apply toward the restoration of the stained glass windows in our church. This project is only partially complete at this point in as much as only dfokur of the 16 windows have been finished. Two of them require some special ceramic painting which is being done in England and will take another couple of months to complete. We therefore would like to request a 3 month extension to get the job finished. We already have the protective thermopane exterior "storms" installed so are just waiting for the stained glass to be delivered and installed. Please consider our request.**

**Secondly, we recently submitted a grant application for the restoration of the front doors of the church in an amount of \$9112.62. This was an incorrect amount in as much as that total did not include the \$1908.00 additional for the Genuine Honduras Mahogany wood we wish to use to bring us as close to the original look of the church as possible. We wish to stain these doors rather than paint them. The correct total therefore should have been \$11,020.00.**

**Sincerely**

A handwritten signature in black ink, appearing to read 'Dan Contonis', with a long horizontal flourish extending to the right.

**Dan Contonis**

**Chairman**

**Property Commission**

## Estimate

**South Dakota Office:**  
1330 Jess Street  
Rapid City, SD 57703  
605-791-4748 Phone  
605-791-0685 Fax

**Main Office:**  
PO Box 250  
Beulah, WY 82712  
307-643-2102 Phone  
307-643-2103 Fax

**Wyoming Office:**  
501 East Box Elder  
Gillette, WY 82718  
307-363-4278 Phone  
307-363-4279 Fax

Date	Estimate No.
12/6/2016	2016-909

<b>Name / Address</b>	
All Angels Church 1044 North 5th Street Spearfish, SD 57783	
<b>Customer Phone</b>	<b>Customer Fax</b>
605-641-3234	

Ship To	
Deliver By	Ship Via
3/17/2015	

Terms	Requested By	Rep	Job Name
Due on receipt	Robert Mayer	CC	Front Doors

Qty	Description
	Add \$378.00 to change to Select Quartered White Oak
	Add \$ \$1,908 to change to Genuine Honduras Mahogany - Variations and Occasional filled worm hole allowed

Notes:

All applicable taxes are included in invoice total

<b>Subtotal</b>	\$9,112.61
<b>Sales Tax (0.0%)</b>	\$0.00
<b>Total</b>	<del>\$9,112.61</del>

Accepted By: \_\_\_\_\_

Date: \_\_\_\_\_

This estimate may be withdrawn if  
not accepted within 30 days

\$11020.61





EXHIBIT C

## Elderly Residents Program Application

Please read the attached Policy Guidelines and provide the requested information.

1. Address of Property:

\_\_\_\_\_

2. Applicant/Owner name & mailing address:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_-\_\_\_\_\_

E-mail \_\_\_\_\_

What year were you born? \_\_\_\_\_

3. ~~Applying for:~~ ~~□ Grant or □ Loan~~

Requested Grant ~~or Loan~~ Amount:

\$ \_\_\_\_\_

Estimated Total Cost for Entire Project:

\$ \_\_\_\_\_

**For Office Use Only:**

☐ Owner Occupied

☐ ~~Non-owner Occupied~~

Verified through the Lawrence County Office of Equalization

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Initials: \_\_\_\_

Assessed Valuation \$ \_\_\_\_\_

4. Complete a City of Deadwood Application for Project Approval OR Certificate of Appropriateness for work to be completed and attach it to this document.

5. Certification

I certify all information contained in this application and all information furnished in support of this application is given for the purpose of obtaining financial assistance in the form of a grant ~~or a loan~~ as true and complete to the best of my knowledge and belief. I acknowledge I have read the policy guidelines for the ~~loan or~~ grant included with and for this application and agree to all of the terms and conditions contained in the policy guidelines. I agree any contractors which I hire for this project will hold contractors licenses with the City of Deadwood and will require they also agree to and abide by the terms and conditions of the policy guidelines.

I acknowledge the Deadwood Historic Preservation Commission is merely granting ~~or loaning~~ funds in connection with the work or project and neither the Historic Preservation Commission nor the City of Deadwood is or will be responsible for satisfactory performance of the work or payment for the same beyond the grant ~~or loan~~ approval by the Historic Preservation Commission. I acknowledge I am solely responsible for selecting any contractors hired in connection with the project and in requiring satisfactory performance by such contractor. I agree to indemnify and hold harmless the Deadwood Historic Preservation Commission and the City of Deadwood against losses, costs, damages, expenses and liabilities of any nature directly or indirectly resulting from or arising out of or relating to the Deadwood Historic Preservation Commission's acceptance, consideration, approval, or disapproval of this application and the issuance or non-issuance or a grant ~~or loan~~.

Applicant's signature: \_\_\_\_\_

Date submitted: \_\_\_\_/\_\_\_\_/\_\_\_\_

Owner's signature: \_\_\_\_\_

Date submitted: \_\_\_\_/\_\_\_\_/\_\_\_\_

Please return the completed application along with the Project Approval OR Certificate of Appropriateness to:

City of Deadwood  
Planning, Zoning & Historic Preservation  
108 Sherman Street  
Deadwood, SD 57732  
605-578-2082

Revised 12/28/16





# Elderly Resident Program Policy Guidelines

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## 1. Statement of Purpose:

The restoration and protection of Deadwood's historic buildings and structures are a primary part of the City's goal to preserve and maintain Deadwood's historic integrity. The expense of such restoration and protection projects may discourage property owners from having the work completed or may result in lower quality of craftsmanship. The purpose of this program is to assist and encourage property owners to use quality materials and craftsmanship by repairing first, where possible, and replacing, only if necessary.

## 2. Objective:

The City of Deadwood is a National Historic Landmark and is listed on the National and South Dakota State Registers of Historic Places. Maintaining these designations is critical to the economic success of the City and quality of life of its residents. The objective of the program is to stimulate the quality restoration and protection of buildings and structures that contribute to the historic integrity of the City of Deadwood.

## 3. Eligibility:

To be eligible for the Elderly Residents Program, the applicant and project must meet the following criteria:

- Applicant must be 65 years of age or older.
- The project must exist as part of a residential property within the Deadwood City Limits. Mobile homes and manufactured structures are not eligible for this program.

A project must also meet one of the following:

- The project must affect a property listed on the City of Deadwood's 1993 Historic Sites Inventory as an historic property in the Deadwood National Historic Landmark District. Properties not listed on the inventory must be eligible for the National Register of Historic Places as defined in the National Park Service's National Register Bulletin 15: How to Apply the National Register Criteria for Evaluation; or
- The project must affect individual life safety and structural deficiencies as determined by the City of Deadwood's Building Inspector and applicable life safety codes. Determination of individual life safety issues and structural deficiencies is based upon the codes adopted by the City of Deadwood under Chapter 15.01.010 and by additional verification obtained through other means available to the City.

The City of Deadwood's Historic Preservation Officer and Building Inspector determine a project's eligibility. All eligible applications are subject to the review of the Deadwood Historic Preservation Commission.

## 4. Definition and Examples:

**Life Safety Project Definition** – Projects which are intended to protect people based on a facility's construction, protection, and occupancy features that minimize the effects of health, fire and related hazards.

Examples of Life Safety Projects	
<ul style="list-style-type: none"><li>Upgrade substandard electrical systems</li><li>Substandard plumbing repairs or upgrades</li><li>Install access ramps, and doors</li><li>Grading protect structures from water damage</li><li>Repair building foundation</li><li>Remove tree hazards to historic structures</li><li>Structural deficiencies</li></ul>	<ul style="list-style-type: none"><li>Replace substandard heating system</li><li>Asbestos removal</li><li>Mold removal</li><li>Repair/replace damaged sidewalks, steps, railing</li><li>Repair / replace retaining walls*</li><li>Repair damaged roofing</li></ul>



## 5. Program Requirements:

- ~~a. All properties must meet the Revolving Loan Fund's eligibility requirements.~~
- ~~b. All persons receiving financing must conform to applicable federal and local regulations governing the use of specific loan funds.~~
- ~~c. All loan applicants must present evidence of their ability to repay the loan and provide adequate collateral.~~
- ~~Loan approval is contingent upon approval of the project by the Deadwood Historic Preservation Commission.~~
- e-a. All projects will be performed pursuant to the requirements of the codes adopted by the City of Deadwood under Chapter 15.01.010.
- f.b. All projects will be performed pursuant to the Secretary of the Interior's Standards for the Treatment of Historic Properties and the Secretary of the Interior's Guidelines for the Rehabilitation of Historic Buildings.
- g-c. The property must meet Minimum Property Standards adopted by the City of Deadwood; therefore, the City Building Inspector will inspect the property every two years for compliance. If the property is not within compliance, the City Building Inspector will notify the homeowner of the deficiency and will provide a reasonable time frame to correct the deficiency. If the deficiency has not been corrected after three notifications the ~~loan-grant~~ will be considered to be in default and the Deadwood Historic Preservation Commission will take legal action.

## 6. Grant ~~and Loan~~ Conditions:

### Qualified Owner Occupied<sup>1</sup> ~~(Grant)~~:

GRANT AMOUNT	<del>INTEREST RATE</del>	TERM	PAYMENT AMOUNT	SECURITY
<u>Multiple Projects up to \$10,000 maximum</u>	<del>Not applicable</del>	<del>Not applicable- Once every 10 years</del>	Grant	Grant Agreement

<sup>1</sup> Owner Occupied status is verified with the Lawrence County Equalization Office and by additional verification obtained through other means available to the City. A Grant Agreement with the City of Deadwood must be signed by all parties.

Multiple qualified projects are allowed up to \$10,000 maximum. Once the maximum is met the applicant may apply for funding ten (10) years after the last project completion date.

### ~~Qualified Non-Owner Occupied Property (Forgivable Loan)~~

LOAN AMOUNT	INTEREST RATE	TERM	PAYMENT AMOUNT	SECURITY
\$10,000 maximum	0% <sup>2</sup>	Up to 10 years	<del>No interim payments due<sup>2,3</sup></del> <del>Forgivable at end of term</del>	Loan Agreement

<sup>2</sup> All Deadwood Historic Preservation loan programs will include the following fees: Credit Report, Recording Fee, 1% Loan Origination Fee, Settlement Fee and a Title Report Fee. These fees are collected from applicant/owner at loan closing. All loan fees will be disclosed on a Good Faith Estimate by NeighborWorks in accordance with the Real Estate Settlement and Procedures Act.

<sup>3</sup> Failure to complete work as approved in a timely fashion and/or failure to maintain property up to City of Deadwood's

~~Minimum Maintenance Standards may cause loan to be payable in full at that time and not forgiven.~~

~~Owners applying for construction loans must provide proof of ability to repay loan. Various documents will be requested by NeighborWorks to complete a loan application.~~

~~The Deadwood Historic Preservation Commission reserves the right to modify, amend, or forgive the loan payment or to change or modify this program for any reason.~~

~~Additional forgivable loan considerations:~~

- ~~a. At the end of each full calendar year, 10% of the loan amount will be forgiven.~~
- ~~b. If the owner/applicant desires to sell the property before the end of the loan term, the remaining unforgiven portion of the loan will be due in full.~~
- ~~c. a. The owner/applicant must have addressed any additional preservation issues beyond the original work, meet Deadwood Minimum Maintenance Standards, and satisfy all loan conditions before loan can be transferred or forgiven.~~

## 7. Forms and Technical Assistance:

- ~~a. **Loans**—Loan application forms and loan technical assistance are available at the NeighborWorks Office, 795 Upper Main Street in Deadwood. Telephone: (605) 578-1401.~~
- a. **Project Approval or Certificate of Appropriateness** – The applications are available at the Historic Preservation Office located at Deadwood City Hall, 108 Sherman Street in Deadwood. (605) 578-2082. This form is also available online at: <http://www.cityofdeadwood.com>, under **Permits, Licenses & Forms** tab, then under Historic Preservation heading.  
  
This form must be completed and given to the Historic Preservation Officer who will present it to the Historic Preservation Commission for consideration. *[No work can start until Historic Preservation Commission approval and the owner/applicant has an approved City of Deadwood Building Permit.]*
- b. **City of Deadwood Building Permit** – A City of Deadwood (Residential or Commercial) Building Permit must be acquired from the City of Deadwood Building Inspector located at 67 Dunlop Avenue, in Deadwood. Telephone: (605) 578-3082. This permit application form is also available online at: <http://www.cityofdeadwood.com>, under **Permits, Licenses & Forms** tab, then under Building Inspector heading.





# Elderly Residents Program Administrative Procedures

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## 1. Application

- The Applicant/Property Owner/Owner's Representative (Owner) obtains from Historic Preservation Office, NeighborWorks or City of Deadwood Website:
  - Elderly Residents Program Application form
  - Application for Project Approval or Certificate of Appropriateness form
- The Owner submits completed copies of the above forms with signatures to Historic Preservation Office.
- A discussion between the Owner and the Historic Preservation Officer is recommended to clarify requirements and expectations of this program. This can greatly streamline the process.

## 2. Determination of Eligibility

- The Historic Preservation Officer and/or City Building Inspector conduct an on-site inspection of property to determine eligibility.
- Photographs are taken for documentation.
- A needs assessment will be done by the Historic Preservation Officer.
- The Historic Preservation Officer will prepare a written HP Staff Report for use by the Historic Preservation Committee (HPC). ~~If a loan is involved, the Historic Preservation Officer communicates with NeighborWorks about the conclusions drawn in the HP Staff Report.~~

## 3. Historic Preservation Commission Project Approval

- Based on HP Staff Report, the Historic Preservation Commission (HPC) approves or denies the Application for Project Approval or Certificate of Appropriateness. (if required)
- ~~• Based on recommendations from the HP Loan Committee, HPC approves or denies the application for loan.~~
- ~~• If loan is approved, the agreements and any other necessary documents are recorded.~~
- ~~• A "Notice to Proceed" is issued to the Owner and/or Contractor and the City of Deadwood by NeighborWorks, in the case where a Construction Loan is involved.~~

## 4. Project Beginning and Ending

- The Owner is encouraged to enter into a contract with a City of Deadwood licensed contractor for the project.
- The Owner or Contractor obtains a City of Deadwood Building Permit. A "Notice to Proceed" from ~~either~~ the the Historic Preservation Officer ~~or NeighborWorks~~ must be obtained before applying for a City of Deadwood Building Permit.
- Where Progressive Payments are involved:
  - The Owner is responsible for making arrangements for delayed payments or progress payments to the Contractor / Material Supplier. Owner must be aware that payments from the City of Deadwood may require up to 30 days or more before payments are made due to the City's approval process.

- Progressive payments are made subject to payment withholding to ensure project completion is accomplished.
- All final or progressive payments are for materials and/or contractor's costs only, supported by verifiable invoices. Owner's time is not reimbursable. No prepayments for materials are permitted.
- The Historic Preservation Officer and/or Building Inspector inspect the work in progress.
- The Historic Preservation Officer and Building Inspector conduct a final inspection after the completion of the entire project.

### 3. 5. Expenditure Disbursement

- After the Building Inspector has reviewed the work and/or materials and has consulted with the Historic Preservation Officer, the Building Inspector authorizes ~~NeighborWorks~~ to approve invoiced amount ~~(less any withholding)~~.
- ~~NeighborWorks initially approves invoices.~~
- At a HPC meeting, the HPC approves the disbursement which is added to the City of Deadwood Commission's bill list for City (final) approval.
- Upon City approval, the City Finance Office issues checks for the disbursement to the Historic Preservation Office.
- Owner or Contractor pick-up disbursement check from the Historic Preservation office and, if Contractor is involved, the Contractor must sign lien waivers before final payment is made.

### 4. 6. Continued Administration of ~~Loans- Grants~~

- ~~NeighborWorks reviews all loan accounts once a month.~~
- Building Inspector notifies property owner if property does not meet Minimum Maintenance Standards, and if these issues are not resolved, the Building Inspector advises the appropriate HP ~~Loan~~ Committee. The HP ~~Loan~~ Committee provides recommendation to HPC either to work with owner, or make ~~loan~~ grant immediately payable.
- ~~Where a Grant is not involved, the Construction Loan will be rolled into a 10-year loan and the documents will be recorded. Any costs associated with recording of documents must be paid by Owner.~~

### ~~5. Satisfaction of 10-year Loan~~

- ~~After terms and conditions of the loan are completed, NeighborWorks prepares a satisfaction of mortgage for the loan funds.~~
- ~~HPC signs the satisfaction of mortgage.~~
- ~~NeighborWorks collects from the Owner the recording fees for the satisfaction of mortgage documents.~~
- ~~NeighborWorks delivers the satisfaction of mortgage to the Register of Deeds.~~
- ~~NeighborWorks closes the Owner's loan account.~~
- ~~NeighborWorks forwards the loan documents to the HP Office.~~
- ~~NeighborWorks retains the loan documents for at least seven (7) years.~~





# EXHIBIT D

## Facade Easement Program – Policy Guidelines

---

### 1. Statement of Purpose:

The restoration and protection of Deadwood's historic buildings and structures are a primary part of the City's goal to preserve and maintain Deadwood's historic integrity. The expense of such restoration and protection projects may discourage property owners from having the work completed or may result in lower quality of craftsmanship. The purpose of this program is to assist and encourage property owners to use quality materials and craftsmanship by repairing first, where possible, and replacing, only if necessary.

### 2. Objective:

The City of Deadwood is a National Historic Landmark and is listed on the National and South Dakota State Registers of Historic Places. Maintaining these designations is critical to the economic success of the City and quality of life of its residents. The objective of the program is to stimulate the quality restoration and protection of buildings and structures contributing to the historic integrity of the City of Deadwood. Through the program, the owner of a participating building agrees to make approved improvements to the building façade(s) and transfer to the Deadwood Historic Preservation Commission an easement on the character-defining façade.

### 3. Eligibility:

To be eligible for the Facade Easement Program, a project must meet the following criteria:

- a. The project must affect a property listed on the City of Deadwood's 1993 Historic Sites Inventory as an historic property in the Deadwood National Historic Landmark District. Properties not listed on the inventory must be eligible for the National Register of Historic Places as defined in the National Park Service's National Register Bulletin 15: How to Apply the National Register Criteria for Evaluation.
- b. The property may eligible if the removal of inappropriate alterations or the reconstruction of missing details will reverse the listing from a non-contributing resource to a contributing resource within the Deadwood Local Historic District.
- c. The building must be a commercial property as defined by Deadwood Planning and Zoning Department and be within the Deadwood Local Historic District.

The City of Deadwood's Historic Preservation Officer determines a project's eligibility. All eligible applications are subject to the review by the Deadwood Historic District Commission.

### 4. Definitions:

Commercial Property – is a structure used primarily as an income-producing building and zoned accordingly.

Building - is a structure with a roof and walls and stands permanently in one place requiring a certain amount of internal infrastructure to function, which includes such elements like heating / cooling, power and telecommunications, water and wastewater etc. For the purposes of this program, it is not defined through the South Dakota Commission on Gaming rules and regulations.

Façade – is any finished exterior side of a building facing a public right-of-way or open space.

Prominent Façade – is any finished exterior side of a building with significant architectural details which face a public street.

Qualified Expenditure – is the rehabilitation work on the exterior façade(s) of the building which meets the Secretary of the Interiors Standards for Rehabilitation including masonry cleaning, tuck-pointing, replication of

*Adopted - 06/24/15*

*Revised 12/28/16*



historic awnings or canopies and historically significant façade details. Purchase price, site work, decks, patios, walkways, ramps, landscaping, non-historic signage, contingency costs, fees or taxes, and new additions to the building are not qualified expenditures.

Easement – is a conservation easement for the exterior façade set for perpetuity as allowed under applicable State and Federal laws.

## 5. Program Requirements:

- a. The actual costs of restoring or rehabilitating the façade(s) will be used in determining the value of the façade grant. There is a maximum award allowed per building. The following factors apply in determining the maximum award:
  - i. The standard maximum award per building is 80 percent of the qualified expenditures and capped at \$175,000.
  - ii. The standard award is not to exceed \$3,000 per linear foot of prominent façade frontage.
  - iii. Any award cap may be increased by up to \$1,000 per linear foot of secondary frontage for buildings on corner lots and with more than one prominent façade.
- b. Once the applicant has expended the first 20 percent of the costs and shows proof of expenditures and payment the applicant may then submit invoices for reimbursement to the Historic Preservation Office
- c. Filling ~~the~~ the conservation easement ~~and transfer of funds~~ occurs after the project has been completed and verified by the Historic Preservation Officer and the Building Inspector.
- d. The funds are to be used for restoration or rehabilitation of the historic facade first, if possible, and then removal and replacement of inappropriate materials or façade alterations or for masonry repairs on brick walled buildings.
- e. All ~~final~~ payments are to be for materials and/or contractor's costs only supported by verifiable invoices. Owner's time is not reimbursable.
- f. Construction and / or Permanent Loans:
  - i. Persons receiving financing must conform to applicable federal and local regulations governing the use of specific loan funds.
  - ii. All loan applicants must present evidence of their ability to repay the loan and provide adequate collateral.
  - iii. Loan approval is contingent upon approval of the project by the Deadwood Historic Preservation Commission.
  - iv. All Deadwood Historic Preservation loan programs will include the following fees: Credit Report, Recording Fee, 1% Loan Origination Fee, Settlement Fee and a Title Report Fee. These fees are collected from applicant/owner at loan closing. All loan fees will be disclosed on a Loan Estimate by NeighborWorks in accordance with the Real Estate Settlement and Procedures Act.
- g. All projects will be performed pursuant to the Secretary of the Interior's Standards for the Treatment of Historic Properties and the Secretary of the Interior's Guidelines for the Rehabilitation of Historic Buildings.

## 6. Selection Process

Selection Process will be through a recommendation from a selection committee to Deadwood Historic District Commission with input from the Historic Preservation staff. The selection committee shall include the

*Adopted - 06/24/15  
Revised 12/28/16*



Mayor, City Commissioner of Historic Preservation, Chair of Deadwood Historic Preservation Commission, Deadwood Economic Development Director and City Finance Officer.

The Deadwood Historic Preservation Commission reserves the right to amend, or to change or modify this program for any reason. The number of projects funded for each year will be dependent to the maximum budgeted for the program by the Deadwood Historic Preservation Commission.

**7. Forms and Technical Assistance:**

- a. **Loans** - Loan application forms and loan technical assistance are available at the NeighborWorks Office, 795 Upper Main Street in Deadwood. Telephone: (605) 578-1401.
- b. **Conservation Easement** – sample conservation easement is available at the Historic Preservation Office located at Deadwood City Hall, 108 Sherman Street in Deadwood. (605) 578-2082.
- c. **Certificate of Appropriateness** – The applications are available at the Historic Preservation Office located at Deadwood City Hall, 108 Sherman Street in Deadwood. (605) 578-2082. This form is also available online at: <http://www.cityofdeadwood.com>, under **Permits, Licenses & Forms** tab, then under Historic Preservation heading.

This form must be completed and given to the Historic Preservation Officer who will present it to the Historic District Commission for consideration. *[No work can start until Historic District Commission approval and the owner/applicant has an approved City of Deadwood Building Permit.]*

- d. **City of Deadwood Building Permit** – A City of Deadwood (Residential or Commercial) Building Permit must be acquired from the City of Deadwood Building Inspector located at 67 Dunlop Avenue, in Deadwood. Telephone: (605) 578-3082. This permit application form is also available online at: <http://www.cityofdeadwood.com>, under **Permits, Licenses & Forms** tab, then under Building Inspector heading.



# Facade Easement Program Administrative Procedures

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## 1. Application

- The Applicant/Property Owner/Owner's Representative (Owner) obtains from Historic Preservation Office, NeighborWorks or City of Deadwood Website:
  - Facade Easement Program Application form
  - Application for Certificate of Appropriateness form
- The Owner submits completed copies of the above forms with signatures to Historic Preservation (HP) Office.
- A discussion between the Owner and the Historic Preservation Officer is recommended to clarify requirements and expectations of this program. This can greatly streamline the process.

## 2. Determination of Eligibility

- The Historic Preservation Officer conducts an on-site inspection of property to determine eligibility.
- Photographs are taken for documentation.
- A facade assessment will be done by the Historic Preservation Officer.
- The Historic Preservation Officer will prepare a written HP Staff Report for use by the Historic District Committee (HPC).

## 3. Application Approval

- Historic Preservation Officer meets with the selection committee for recommendations for approval or denial into the Façade Easement Program.
- Selection Process will be through a recommendation from a selection committee to Deadwood Historic District Commission with input from the Historic Preservation staff. The selection committee shall include the Mayor, City Commissioner of Historic Preservation, Chair of Deadwood Historic Preservation Commission, Deadwood Economic Development Director and City Finance Officer.
- The number of projects funded for each year will be dependent to the maximum budgeted for the program by the Deadwood Historic Preservation Commission.
- The selection committee recommendation is then presented to the entire Historic District Commission for approval or denial into the Façade Easement Program.

## 4. Historic District Commission Project Approval

- Based on HP Staff Report, the Historic District Commission (HPC) approves or denies the Application for Certificate of Appropriateness.
- A "Notice to Proceed" is issued to the Owner and/or Contractor and the City of Deadwood, by the Historic Preservation Officer.



**5. Project Beginning and Ending**

- The Owner enters into a contract with a City of Deadwood licensed Contractor for the project.
- The Owner or Contractor obtains a City of Deadwood Building Permit. A "Notice to Proceed" from either the Historic Preservation Officer must be obtained before applying for a City of Deadwood Building Permit.
- All payments are for materials and/or contractor's costs only, supported by verifiable invoices. Owner's time is not reimbursable. ~~No prepayments for materials are permitted.~~
- Once the applicant has expended the first 20 percent of the costs and shows proof of expenditures and payment the applicant may then submit invoices for reimbursement to the Historic Preservation Office.
- The Historic Preservation Officer and/or Building Inspector inspect the work in progress.
- The Historic Preservation Officer and Building Inspector conduct a final inspection after the completion of the entire project.

**6. Expenditure Disbursement**

- After the Building Inspector has reviewed the work and/or materials and has consulted with the Historic Preservation Officer, the Building Inspector authorizes Historic Preservation Officer to approve invoiced amount (less any withholding, if required).
- Historic Preservation Officer initially approves invoices.
- At a HPC meeting, the HPC approves the disbursement which is added to the City of Deadwood Commission's bill list for City (final) approval.
- Upon City approval, the City Finance Office issues checks for the disbursement to the Historic Preservation Office.
- Owner or Contractor pick-up disbursement check from the Historic Preservation office and, if Contractor is involved, the Contractor must sign lien waivers before ~~final~~ payment is made.

# EXHIBIT E

Date: 12/22/2016

Case No. H16067

Address: 670-672 MAIN ST

## Staff Report

The applicant has submitted an application for Certificate of Appropriateness for work at 670-672 MAIN ST, a contributing structure located in Deadwood City Planning Unit in the City of Deadwood.

Applicant: SHARON JACOBS

Owner: SHARON JACOBS

Constructed: 1888

## CRITERIA FOR THE ISSUANCE OF A CERTIFICATE OF APPROPRIATENESS

The Historic District Commission shall use the following criteria in granting or denying the Certificate of Appropriateness:

### General Factors:

**1. Historic significance of the resource:** Goldberg's has been in operation from 1876 to present. The north store, once owned by Treber, was a wholesale liquor outlet and later drug store. Both buildings date from the late 1870s to early 1880s a period during which the Main Street of Deadwood developed from the temporary wood frame buildings characteristic of mining towns to more permanent buildings.

**2. Architectural design of the resource and proposed alterations:** The applicant is requesting permission to replace six double hung wood window inserts on the second floor with dual pane glass in the existing frames. The wood frames have been restored and painted to their original condition.

**Attachments:** No

**Plans:** No

**Photos:** Yes

**Staff Opinion:** The previous owner switch the windows from a double hung to a casement style window which simulated double hung. These windows are neither correct nor efficient. The work will correct these upper floor windows. 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.





**Motions available for commission action:**

**A:** Based upon the guidance found in DCO 17.68.050, I find that the exterior alteration proposed is congruous with the historical, architectural, archaeological or cultural aspects of the district and MOVE to grant Certification of Appropriateness.

**OR**

**B:** Based upon the guidance found in DCO 17.68.050, I find that the exterior alteration proposed is incongruous with the historical, architectural, archaeological or cultural aspects of the district and MOVE to deny Certification of Appropriateness.

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108 Sherman Street  
Telephone (605) 578-2082  
Fax (605) 578-2084



**FOR OFFICE USE ONLY**

Case No. H16067  
☐ Project Approval  
☒ Certificate of Appropriateness  
Date Received 12/15/16  
Date of Hearing 12/28/16

## City of Deadwood Application for Project Approval OR Certificate of Appropriateness

The Deadwood Historic Preservation Commission reviews all applications. Approval is issued for proposed work in keeping with City of Deadwood Ordinances & Guidelines, South Dakota State Administrative Rules and the Secretary of the Interior's Standards for Rehabilitation.

This application must be typed or printed in ink and submitted to:

City of Deadwood  
Deadwood Historic Preservation Office  
108 Sherman Street  
Deadwood, SD 57732

FOR INFORMATION REGARDING THIS FORM, CALL 605-578-2082

### PROPERTY INFORMATION

Property Address: 670 - 672 Main Street, Deadwood SD 57732

Historic Name of Property (if known): Goldberg's Grocery

### APPLICANT INFORMATION

Applicant is: ☒ owner ☐ contractor ☐ architect ☐ consultant ☐ other \_\_\_\_\_

Owner's Name: Scott & Sharon Jacobs

Address: 670 Main Street

City: Deadwood State: SD Zip: \_\_\_\_\_

Telephone: 605 559-1876 Fax: \_\_\_\_\_

E-mail: sharon@scottjacobsstudio.com

Architect's Name: Dave Stafford

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: 605 390-2687 Fax: \_\_\_\_\_

E-mail: davestafford@midconetwork.com

Contractor's Name: Paul Larson

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: 605 591-9870 Fax: \_\_\_\_\_

E-mail: p\_l\_cowboy@yahoo.com

Agent's Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

### TYPE OF IMPROVEMENT

- |  |                                       |   |  |
|--|---------------------------------------|---|--|
| <input type="checkbox"/> Alteration (change to exterior) | <input type="checkbox"/> New Building | <input type="checkbox"/> Addition           | <input type="checkbox"/> Accessory Structure |
| <input type="checkbox"/> New Construction                | <input type="checkbox"/> Re-Roofing   | <input type="checkbox"/> Wood Repair        | <input type="checkbox"/> Exterior Painting   |
| <input type="checkbox"/> General Maintenance             | <input type="checkbox"/> Siding       | <input checked="" type="checkbox"/> Windows | <input type="checkbox"/> Fencing             |
| <input type="checkbox"/> Other _____                     | <input type="checkbox"/> Awning       | <input type="checkbox"/> Sign               |  |



**ACTIVITY: (CHECK AS APPLICABLE)**Project Start Date: Dec/Jan Project Completion Date (anticipated): Jan/Feb☐ **ALTERATION** ☐ Front ☐ Side(s) ☐ Rear☐ **ADDITION** ☐ Front ☐ Side(s) ☐ Rear☐ **NEW CONSTRUCTION** ☐ Residential ☐ Other \_\_\_\_\_☐ **ROOF** ☐ New ☐ Re-roofing  
☐ Front ☐ Side(s) ☐ Rear☐ **GARAGE** ☐ New ☐ Rehabilitation  
☐ Front ☐ Side(s) ☐ Rear☐ **FENCE/GATE** ☐ New ☐ Replacement  
☐ Front ☐ Side(s) ☐ Rear

Material \_\_\_\_\_ Style/type \_\_\_\_\_ Dimensions \_\_\_\_\_

☒ **WINDOWS** ☐ **STORM WINDOWS** ☐ **DOORS** ☐ **STORM DOORS**  
☒ Restoration ☒ Replacement ☐ New  
☒ Front ☐ Side(s) ☐ Rear

Material \_\_\_\_\_ Style/type \_\_\_\_\_

☐ **SIGN/AWNING** ☐ New ☐ Restoration ☐ Replacement

Material \_\_\_\_\_ Style/type \_\_\_\_\_ Dimensions \_\_\_\_\_

☒ **OTHER** – Describe in detail below or use attachments**DESCRIPTION OF ACTIVITY**

Describe, as specifically as possible, the above activity (use attachments if necessary including type of materials to be used) and submit as applicable. Descriptive materials such as photos and drawings are necessary to illustrate the work and to help the commissioners and staff evaluate the proposed changes. A request for approval of a window replacement, for example, should be accompanied by measurements of the existing window, a picture of the existing window, and a picture or catalogue sheet with manufacturer information for the new window. Similar information should be supplied for each element of the proposed work along with general drawings and/or photographs as appropriate.

Failure to supply adequate documentation could result in delays in processing and denial of the request.

All 6 remaining windows on the second floor will be replaced/retro fit into existing frames using dual pane glass.  
The wood frames have been repainted/restored to their original condition.

**FOR OFFICE USE ONLY**

Case No. \_\_\_\_\_

**SIGNATURES**

I **HEREBY CERTIFY** I understand this application will not be accepted and processed until all the requested information has been supplied. I realize drawings and measurements must be exact and if errors result in a violation of the Commission's approval, then appropriate changes will have to be made. I also understand this application may require a site visit / additional research by staff and a PUBLIC HEARING by the DEADWOOD HISTORIC PRESERVATION COMMISSION.

I understand this application is for a Certificate of Appropriateness or Project Approval only and that a building permit is required for any uses associated with this location prior to any constructions, alterations, etc. All statements are true to the best of my knowledge and belief.

I understand approval is issued for proposed work in keeping with City of Deadwood Ordinances, South Dakota State Administrative Rules and the Secretary of the Interior's Standards for Rehabilitation and copies are available for my review.

Sharon Jacobs 12/8/16  
SIGNATURE OF OWNER(S) DATE

\_\_\_\_\_  
SIGNATURE OF AGENT(S) DATE

\_\_\_\_\_  
SIGNATURE OF OWNER(S) DATE

\_\_\_\_\_  
SIGNATURE OF AGENT(S) DATE

\_\_\_\_\_  
SIGNATURE OF OWNER(S) DATE

\_\_\_\_\_  
SIGNATURE OF AGENT(S) DATE

**APPLICATION DEADLINE**

This form and all supporting documentation **MUST** arrive by 5:00 p.m. on the 1<sup>st</sup> or 3<sup>rd</sup> Wednesday of every month to be considered at the next Historic Preservation Commission Meeting. The meeting schedule and filing deadlines are on file with the Historic Preservation Office. Any information not provided to staff in advance of the meeting will not be considered by the Commission during their deliberation. Please call if you have any questions and staff will assist you.

**Please use the attached criteria checklist as a guide to completing the application.** Incomplete applications cannot be reviewed and will be returned to you for more information. All submitted materials will be retained by the Historic Preservation Office. Do not submit your only copy of any piece of documentation.

The City of Deadwood Historic Preservation Office has numerous resources available for your assistance upon request.



Date: 12/22/2016

Case No. H16068  
Address: 35 LINCOLN AVE

## Staff Report

The applicant has submitted an application for Project Approval for work at 35 LINCOLN AVE, a contributing structure located in the Ingleside Planning Unit in the City of Deadwood.

Applicant: MATTHEW PIKE  
Owner: MATTHEW PIKE  
Constructed: c. 1930

### CRITERIA FOR THE ISSUANCE OF A PROJECT APPROVAL

The Historic Preservation Commission shall use the following criteria in granting or denying the Project Approval:

#### General Factors:

**1. Historic significance of the resource:** This building is a contributing resource in the Deadwood National Historic Landmark District. It is significant for its historic association with the growth and economic activity which took place in Deadwood and the northern Black Hills from the late 1920s until World War II. Spurred by a resurgence in local mining activity, Deadwood experienced a period of expansion and new construction during these decades that it had not seen since the nineteenth century. In Deadwood—as elsewhere in the United States—residential construction from this period commonly borrowed from one or more earlier, traditional forms. These "Picturesque Revival" houses could display elements of Tudor (most common locally), Colonial, or Cape Cod design. Other construction of the period assumed the more contemporary looks of Modern or Minimal Traditional styles.

**2. Architectural design of the resource and proposed alterations:** The applicant is requesting permission to repair and or replace windows to the structure.

**Attachments:** No

**Plans:** No

**Photos:** Yes

**Staff Opinion:** 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.



**Motions available for commission action:**

**A: If you, as a commissioner, have determined the Project DOES NOT Encroach Upon, Damage or Destroy a historic property then:**

Based upon all the evidence presented, I find that 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.

---

**If you, as a commissioner, have determined the Project will Encroach Upon, Damage or Destroy a historic property then:**

**B: First Motion:**

Based upon all the evidence presented, I move to make a finding that this project **DOES** encroach upon, damage, or destroy any historic property included in the national register of historic places or the state register of historic places. [If this, move on to 2nd Motion and choose an option.]

**C: Second Motion:**

Option 1: Based upon the guidance in the U.S. Department of the Interior standards for historic preservation, restoration, and rehabilitation projects adopted by rules promulgated pursuant to SDCL 1-19A & 1-19B, *et seq*, I find that the project is **NOT ADVERSE** to Deadwood and move to **APPROVE** the project as presented.

OR

Option 2: Based upon the guidance in the U.S. Department of the Interior standards for historic preservation, restoration, and rehabilitation projects adopted by rules promulgated pursuant to SDCL 1-19A & 1-19B, *et seq*, I find that the project is **ADVERSE** to Deadwood and move to **DENY** the project as presented.

OR

Option 3: Based upon the guidance in the U.S. Department of the Interior standards for historic preservation, restoration, and rehabilitation projects adopted by rules promulgated pursuant to SDCL 1-19A & 1-19B, *et seq*, I find that the project is **ADVERSE** to Deadwood, but the applicant has explored **ALL REASONABLE AND PRUDENT ALTERNATIVES**, and so I move to **APPROVE** the project as presented.



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Case No. \_\_\_\_\_  
☐ Project Approval  
☐ Certificate of Appropriateness  
Date Received \_\_\_\_/\_\_\_\_/\_\_\_\_  
Date of Hearing \_\_\_\_/\_\_\_\_/\_\_\_\_

## City of Deadwood Application for Project Approval OR Certificate of Appropriateness

The Deadwood Historic Preservation Commission reviews all applications. Approval is issued for proposed work in keeping with City of Deadwood Ordinances & Guidelines, South Dakota State Administrative Rules and the Secretary of the Interior's Standards for Rehabilitation.

This application must be typed or printed in ink and submitted to:

City of Deadwood  
Deadwood Historic Preservation Office  
108 Sherman Street  
Deadwood, SD 57732

FOR INFORMATION REGARDING THIS FORM, CALL 605-578-2082

### PROPERTY INFORMATION

Property Address: 35 Lincoln, Deadwood

Historic Name of Property (if known): \_\_\_\_\_

### APPLICANT INFORMATION

Applicant is: ☐ owner ☐ contractor ☐ architect ☐ consultant ☐ other \_\_\_\_\_

Owner's Name: Matt Pike  
Address: 35 Lincoln  
City: Deadwood State: SD Zip: 57732  
Telephone: 580-5997 Fax: \_\_\_\_\_  
E-mail: \_\_\_\_\_

Architect's Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_  
E-mail: \_\_\_\_\_

Contractor's Name: Mark Speirs  
Address: 34 Van Buren  
City: Deadwood State: SD Zip: 57732  
Telephone: 578-1179 Fax: \_\_\_\_\_  
E-mail: mark.speirs1952@gmail.com

Agent's Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_  
E-mail: \_\_\_\_\_

### TYPE OF IMPROVEMENT

- |  |                                       |   |  |
|--|---------------------------------------|---|--|
| <input type="checkbox"/> Alteration (change to exterior) | <input type="checkbox"/> New Building | <input type="checkbox"/> Addition               | <input type="checkbox"/> Accessory Structure |
| <input type="checkbox"/> New Construction                | <input type="checkbox"/> Re-Roofing   | <input checked="" type="checkbox"/> Wood Repair | <input type="checkbox"/> Exterior Painting   |
| <input type="checkbox"/> General Maintenance             | <input type="checkbox"/> Siding       | <input type="checkbox"/> Windows                |  |
| <input type="checkbox"/> Other _____                     | <input type="checkbox"/> Awning       | <input type="checkbox"/> Sign                   | <input type="checkbox"/> Fencing             |

ACTIVITY: (CHECK AS APPLICABLE)			
Project Start Date: _____		Project Completion Date (anticipated): _____	
<input type="checkbox"/> ALTERATION	<input type="checkbox"/> Front	<input type="checkbox"/> Side(s)	<input type="checkbox"/> Rear
<input type="checkbox"/> ADDITION	<input type="checkbox"/> Front	<input type="checkbox"/> Side(s)	<input type="checkbox"/> Rear
<input type="checkbox"/> NEW CONSTRUCTION	<input type="checkbox"/> Residential <input type="checkbox"/> Other _____		
<input type="checkbox"/> ROOF	<input type="checkbox"/> New	<input type="checkbox"/> Re-roofing	
	<input type="checkbox"/> Front	<input type="checkbox"/> Side(s)	<input type="checkbox"/> Rear
<input type="checkbox"/> GARAGE	<input type="checkbox"/> New	<input type="checkbox"/> Rehabilitation	
	<input type="checkbox"/> Front	<input type="checkbox"/> Side(s)	<input type="checkbox"/> Rear
<input type="checkbox"/> FENCE/GATE	<input type="checkbox"/> New	<input type="checkbox"/> Replacement	
	<input type="checkbox"/> Front	<input type="checkbox"/> Side(s)	<input type="checkbox"/> Rear
Material _____ Style/type _____ Dimensions _____			
<input checked="" type="checkbox"/> WINDOWS	<input type="checkbox"/> STORM WINDOWS	<input type="checkbox"/> DOORS	<input type="checkbox"/> STORM DOORS
	<input checked="" type="checkbox"/> Restoration	<input type="checkbox"/> Replacement	<input type="checkbox"/> New
	<input type="checkbox"/> Front	<input checked="" type="checkbox"/> Side(s)	<input type="checkbox"/> Rear
Material <u>wood</u> Style/type <u>double-hung 3/3's</u>			
<input type="checkbox"/> SIGN/AWNING	<input type="checkbox"/> New	<input type="checkbox"/> Restoration <input type="checkbox"/> Replacement	
Material _____ Style/type _____ Dimensions _____			
<input type="checkbox"/> OTHER – Describe in detail below or use attachments			

### DESCRIPTION OF ACTIVITY

Describe, as specifically as possible, the above activity (use attachments if necessary including type of materials to be used) and submit as applicable. Descriptive materials such as photos and drawings are necessary to illustrate the work and to help the commissioners and staff evaluate the proposed changes. A request for approval of a window replacement, for example, should be accompanied by measurements of the existing window, a picture of the existing window, and a picture or catalogue sheet with manufacturer information for the new window. Similar information should be supplied for each element of the proposed work along with general drawings and/or photographs as appropriate.

Failure to supply adequate documentation could result in delays in processing and denial of the request.

*this is a window restoration of 2 pair of double-hung divided light windows. Work requires removal of the four ~~cas~~ windows and replacement of eight panes of glass; glazing required on all windows; scraping, sanding, priming, painting of all wood surfaces and reinstallation of all window hardware to be selected by owner*



<b>FOR OFFICE USE ONLY</b> Case No. _____
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<b>SIGNATURES</b>
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I HEREBY CERTIFY I understand this application will not be accepted and processed until all the requested information has been supplied. I realize drawings and measurements must be exact and if errors result in a violation of the Commission's approval, then appropriate changes will have to be made. I also understand this application may require a site visit / additional research by staff and a PUBLIC HEARING by the DEADWOOD HISTORIC PRESERVATION COMMISSION.

I understand this application is for a Certificate of Appropriateness or Project Approval only and that a building permit is required for any uses associated with this location prior to any constructions, alterations, etc. All statements are true to the best of my knowledge and belief.

I understand approval is issued for proposed work in keeping with City of Deadwood Ordinances, South Dakota State Administrative Rules and the Secretary of the Interior's Standards for Rehabilitation and copies are available for my review.

_____ SIGNATURE OF OWNER(S)	_____ DATE	<u>Mark S. Speirs</u> SIGNATURE OF AGENT(S)	<u>12/21/16</u> DATE
_____ SIGNATURE OF OWNER(S)	_____ DATE	_____ SIGNATURE OF AGENT(S)	_____ DATE
_____ SIGNATURE OF OWNER(S)	_____ DATE	_____ SIGNATURE OF AGENT(S)	_____ DATE

<b>APPLICATION DEADLINE</b>
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This form and all supporting documentation **MUST** arrive by 5:00 p.m. on the 1<sup>st</sup> or 3<sup>rd</sup> Wednesday of every month to be considered at the next Historic Preservation Commission Meeting. The meeting schedule and filing deadlines are on file with the Historic Preservation Office. Any information not provided to staff in advance of the meeting will not be considered by the Commission during their deliberation. Please call if you have any questions and staff will assist you.

**Please use the attached criteria checklist as a guide to completing the application.** Incomplete applications cannot be reviewed and will be returned to you for more information. All submitted materials will be retained by the Historic Preservation Office. Do not submit your only copy of any piece of documentation.

The City of Deadwood Historic Preservation Office has numerous resources available for your assistance upon request.



## MEMORANDUM

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**Date:** December 23, 2016  
**To:** Deadwood Historic Preservation Commission  
**From:** Kevin Kuchenbecker, Historic Preservation Officer  
**Re:** Historic Preservation Program Grant Extensions

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The following Historic Preservation Program applicants are requesting extensions of their Grants. Staff's recommendation follows for each of the extension requests.

- Jodi Campbell..... 21 Burnham .....Siding Program  
*The grant expires on 12/26/16. The project has started but will not be completed by the expiration date. Staff recommends extending the grant for an additional six months which will expire 06/26/17.*
- Jodi Campbell..... 21 Burnham ..... Windows & Doors Program  
*The grant expires on 12/26/16. The contractor was unable to install all of the windows before the cold weather interrupted the project and was unable to complete the project before the expiration date. Staff recommends extending the grant for an additional six months which will expire 06/26/17.*



## Bonny Anfinson

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**From:** Jodi Mackey <jodimackey@live.com>  
**Sent:** Wednesday, December 21, 2016 11:04 AM  
**To:** Bonny Anfinson  
**Subject:** Campbell/21 Burnham Ave

To Whom it May Concern:

Would you please extend the grants for windows and siding for 21 Burnham Ave?

Contractor was delayed in starting. Work is in progress now.

Thank you.

Jodi Campbell