DEADWOOD HISTORIC PRESERVATION COMMISSION

Wednesday, June 8, 2016 ~ 5:00 p.m./Revised 6/7/16

City Hall, 108 Sherman Street, Deadwood, South Dakota

- 1. Call meeting to Order
- 2. Election of Officers
- 3. Approval of HPC Meeting Minutes May 25, 2016
- 4. Voucher Approval
- 5. Old or General Business
 - a. Request for support for Days of 76 Teamster's Chuck Wagon Gathering Exhibit A
 - b. Historic Preservation project to microfilm newspapers for online access Exhibit B
 - c. Auditors review of Revolving Loan Fund by Ketel Thorstenson Exhibit C
 - d. Agreement for Administration of Revolving Loan Fund with Neighborworks Exhibit D
- 6. New Matters before the Deadwood Historic District Commission
 - a. COA H16022 Install Awning 1906 Deadwood Mt. Dr. Tim Conrad/TenTexKota Exhibit E
 - b. COA H16023 Install Stairs 1906 Deadwood Mt. Dr. Tim Conrad/TenTexKota Exhibit F
- 7. New Matters before the Deadwood Historic Preservation Commission
 - a. PA H16024 Replace Windows 160 Charles St. Tessa & Jesse Allen Exhibit G
- 8. Revolving Loan Fund & HP Programs Update
 - a. HP Program Applications Exhibit H
 Luella Krebs 77 Stewart Elderly Resident and Retaining Wall Program
 Roy Sundstrom 71 Forest Elderly Program
 Tessa and Jesse Allen 160 Charles Wood Windows and Doors Program
 - Revolving Loan Program Exhibit I
 Tim Berg 1 Forest Request to forgive Retaining Wall Loan
 Amy Gorzalka 50 Van Buren Retaining Wall Loan
 Robin Gorder- 3 Rodenhaus Request to Forgive Retaining Wall Loan

Edwin & Anita Smith- 12 Dakota – Windows Loan Request

- c. Retaining Wall Program Disbursements
- 9. Items from Citizens not on agenda (Items considered but no action will be taken at this time.)
- 10. Staff Report (Items considered but no action will be taken at this time.)
- 11. Committee Reports (Items will be considered but no action will be taken at this time.)
- 12. Other Business
- 13. 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 1st or 3rd Wednesday of every month in order to be considered at the next Historic Preservation Commission Meeting.

06/07/16 9:40 AM

DEADWOOD HISTORIC PRESERVATION COMMISSION

Wednesday, May 25, 2016 ~ 5:00 p.m.

City Hall, 108 Sherman Street, Deadwood, South Dakota

- 1. Call meeting to Order
- 2. Approval of HPC Meeting Minutes May 11, 2016
- 3. Voucher Approval
- 4. Old or General Business
 - a. G.R.A.P.E. Committee recommendations on Not-for-Profit Grant requests for Broken Boot Gold Mine; St. Ambrose Parish; and St. John's Episcopal Church— Exhibit A
 - b. Façade Program Procedure Change -- Exhibit B
 - c. Approve shared expenditure for documentary project with SD Public Broadcasting -- Exhibit C
- 5. New Matters before the Deadwood Historic District Commission
 - a. COA H16021 Façade Project 138 & 140 Sherman Street Tim Conrad Exhibit D
- 6. New Matters before the Deadwood Historic Preservation Commission
 - a. PA H16017 Replace Decks 875 Main Street Marlin & Sarah Maynard Exhibit E
 - PA H16018 Restore Front Porch & Repair Existing Porch 462 Williams Street Shirley Bergen Exhibit
 - c. PA H16019 Replace Decking & Framework on Existing Porch 16 Park Street Lanny & Linda Shepherd -- Exhibit G
 - d. PA H16020 Build New Home 9 Spring Street Mike & April Gustafson Exhibit H
- 7. Revolving Loan Fund & HP Programs Update
 - a. HP Program Applications -- Exhibit I
 - Ralph Hoggatt 866 Main Elderly Resident
 - Marlin & Sarah Maynard 875 Main Elderly Resident
 - Shirley & Patrick Bergen 462 Williams Elderly Resident
 - Ronald Russo 31 Charles -- Elderly Resident
 - 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.)
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CITY OF DEADWOOD

HISTORIC PRESERVATION COMMISSION

Wednesday, May 11, 2016

<u>Present Historic Preservation Commission</u>: 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:

Mr. Kevin Kuchenbecker, Historic Preservation Officer, Crystal Murray of NeighborWorks-Dakota Home Services and Jerity Krambeck, Recording Secretary, were all present.

All motions passed unanimously unless otherwise stated.

A quorum present, Chair Floyd called the Deadwood Historic Preservation Commission meeting to order Wednesday, May 25, 2016 at 5:00 PM in the Commission Room located in the City Hall at 108 Sherman Street in Deadwood, SD.

Approval of May 11, 2016 HPC Minutes:

It was moved by Mr. Berg and seconded by Mr. Williams to approve the minutes of Wednesday, May 11, 2016 as presented. Aye — All. Motion carried.

Voucher Approval:

It was moved by Mr. Johnson and seconded by Mr. Namminga to approve the HP Operating Account in the amount of \$115,257.48. Aye — All. Motion carried.

Old or General Business:

G.R.A.P.E. Committee recommendations on Not-for-Profit Grant requests for Broken Boot Gold Mine; St. Ambrose Parish; and St. John's Episcopal Church – Exhibit A

Mr. Kuchenbecker stated the G.R.A.P.E. Committee met and discussed the following requests. Broken Boot Gold Mine is requesting \$9,953 to purchase interpretive panels (\$4,953) and replace a storage shed (\$5,000). The panels would be placed throughout the mine and enhance the visitor's experience. The St. Ambrose Parish is requesting \$15,804 for water proofing the basement and installing sump pumps. The Parish received a Not-for-Profit grant in January 2016 for repairs to the Southwest Entrance totaling \$36,490. As per the guidelines, an entity can only receive \$50,000, which allows \$13,510 for this project. The St. John's Episcopal Church received a 2014 Not-for-Profit grant to restore the pipe organ, but due to difficulty securing a contractor, they wish to transfer the funds to other important projects needed done to the structure. They are requesting \$26,000 to replace the boilers and \$2,500 to install a security/fire alarm system for a total of \$28,500.

Mr. Johnson recused himself.

Mr. Blair stated he thought that the people that apply for these grants need to follow other city ordinances, such as the Broken Boot Gold Mine signs. Mr. Kuchenbecker stated the signs were granted variances through Planning and Zoning Commission. Mrs. Kerry Ruth concurred, and reiterated that all the signs were replaced and variances were granted through Planning and Zoning Commission and the signs are in compliance. Mr. Blair stated those who are awarded grants need to follow other rules. Mr. Williams asked how many employees does the Broken Boot Gold Mine employ. Mrs. Ruth stated 10 seasonal employees. Mr. Williams asked if the gold was local. Mrs. Ruth stated it was not. Mrs. Ruth stated the Broken Boot Gold Mine is free for all locals.

It was moved by Mr. Toews and seconded by Mr. Williams to recommend to the City Commission the Non-for-Profit request, Broken Boot Gold Mine for \$9,953; St. Ambrose Parish for \$13,510; and St. John's Episcopal Church for \$28,500. Aye — All. Motion carried.

Mr. Johnson returned.

Façade Program Procedure Change - Exhibit B

Mr. Berg recused himself.

Mr. Kuchenbecker stated the Program Committee met and reviewed the proposed changes to the current Façade Program. Mr. Kuchenbecker stated the proposed changes are to keep the maximum award per building at 80 percent of qualified expenditures, with the standard award not to exceed \$3,000 per linear foot of prominent façade frontage and award cap may be increased up to \$1,000 per linear foot of secondary façade frontage for buildings on corner lots with more than one prominent façade. Another change is the project may be allowed to be phased over subsequent years. There are also some language changes regarding the loans to match new federal

regulations. Mrs. Floyd stated the recommendation for the change was based on the fact there are some buildings in Deadwood significantly larger than others, and the old program everyone qualified for the same amount of money, which went a long way for the smaller buildings, but did not help the larger buildings. The proposed program allows access to help business in proportion to their need.

It was moved by Mr. Blair and seconded by Mr. Williams to adapt the presented Façade Program Procedure Changes. Aye — All. Motion carried.

Mr. Berg returned.

Approve shared expenditure for documentary project with SD Public Broadcasting - Exhibit C

Mr. Kuchenbecker stated he reported earlier in the year of the documentary project with SD Public Broadcasting. The project is moving forward and interviews are to take place in Texas, Colorado, Georgia, and California, with experts who have been involved in the forensic investigation and potential identification of the individual. Those interviews are not to exceed \$1,000 per interview. The projected narration of the documentary is \$2,000. Mr. Kuchenbecker discussed local filming and area interviews taking place June 16 and 17, 2016, with additional filming taking place the week of July 18, 2016, to include a period accurate interment, band, horse drawn hearse, and teamsters. Mr. Kuchenbecker stated there will be additional costs, but that is unknown at this point.

It was moved by Mr. Blair and seconded by Mr. Berg to recommend to the City Commission and approve the current production costs, not to exceed \$10,000.

Aye - All. Motion carried.

Mr. Williams stated the Historic Residence Rehabilitation project needs to be documented thoroughly. Mr. Kuchenbecker stated the Project Manager, Mr. Keith Umenthum, is documenting the changes and a camera has been purchased to assist with documentation.

New Matters before the Deadwood Historic District Commission

COA - H16021 - Façade Project - 138 & 140 Sherman Street - Tim Conrad - Exhibit D

Mr. Kuchenbecker stated the applicant was entered into the Façade Program at the last meeting and is requesting permission to restore the store frontages of these two structures. Mr. Kuchenbecker stated these are contributing structures located in the South Deadwood Planning Unit. Mr. Kuchenbecker stated the proposed work and changes will reverse the inappropriate changes which have occurred over time primarily siding, windows and cornice. The proposed work does 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. Mr. Kuchenbecker stated this office will be working closely with the owner and the contractor to ensure as close of façade restoration as possible is completed based on historic photos versus the current photos. Mr. Kuchenbecker stated the existing storefront on the right will not be reconstructed to the original configuration due to access and associated costs for rehabilitation.

Based upon all evidence presented, it was moved by Mr. Johnson and seconded by Mr. Namminga 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 138 and 140 Sherman Street. Aye- All. Motion carried.

New Matters before the Deadwood Historic Preservation Commission

PA - H16017 - Replace Decks - 875 Main Street - Marlin & Sarah Maynard - Exhibit E

Mr. Kuchenbecker stated this is a non-contributing structure constructed in 1976. The applicant is replacing the upper and lower decks running along the southeast side of the house. 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 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 875 Main Street. Aye- All. Motion carried.

PA - H16018 - Restore Front Porch & Repair Existing Porch - 462 Williams Street - Shirley Bergen - Exhibit F

Mr. Kuchenbecker stated this is a contributing structure in the City Creek Planning Unit constructed circa 1909. The applicant is requesting to restore the front porch roof and repair the existing back deck. 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 will involve porch restoration and she has also applied for our Special Needs/Elderly Program.

It was moved by Mr. Toews and seconded by Mr. Johnson 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 462 Williams Street. Aye-All. Motion carried.

<u>PA - H16019 - Replace Decking & Framework on Existing Porch - 16 Park Street - Lanny & Linda Shepherd - Exhibit G</u>

Mr. Kuchenbecker stated this is a contributing structure located in the Highland Park Addition Planning Unit which was constructed circa 1895. The applicant is requesting permission to replace the decking and frame on the existing porch. The applicant is also requesting to replace railing and steps. The proposed deck color will be natural with white railing. Mr. Kuchenbecker stated this structure was in our Siding Program last year and has gone through dramatic changes. 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. Toews 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 16 Park Street. Aye- All. Motion carried.

PA - H16020 - Build New Home - 9 Spring Street - Mike & April Gustafson - Exhibit H

Mr. Kuchenbecker stated this is a proposed new construction in the Spruce Gulch Planning Unit. The applicant is requesting to build a new home, 74'x40' on the main floor with a tuck under garage of the same size. Asphalt or steel shingles, smart siding, mix of metal and wood soffit, Eagle windows (cranberry or brown), Doug fir kiln dried 10"x10" beams. Deck is green treated wood frame with burnt ash decking. All colors to be earth tones. Asphalt driveway, metal powder coat railing (black) wood-grained metal garage doors - fake stone (earth tones). Mr. Kuchenbecker stated the applicant has engaged the archaeological firm of Quality Services for the completion of a Phase 1 Archaeology study including a complete pedestrian survey of the site. Upon staff's consultation with the lead archaeologist following the initial ground survey, it was reported little cultural deposits were revealed; however, he recommended monitoring during excavation of foundation. A final archaeological report will be forthcoming following the monitoring of the ground disturbance. The ground disturbance and excavation will have no adverse effect to the National Landmark District. The application submitted includes the floor plans, primary elevations, and site plan which were attached to the staff report and have been reviewed under the Deadwood design quidelines and the South Dakota Codified Law and Administrative Rules for new construction and additions in historic districts. 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, Mr. Blair asked if it was to be home-owner occupied. Mr. Kuchenbecker concurred. Mrs. Floyd stated in the staff report, it is described as the overall visual appearance of the proposed new construction will be a large residential structure, which begins to dominate the surrounding historic landscape and asked if there was a general concern about the statement. Mr. Kuchenbecker stated it will be one of the larger homes in Deadwood, but it will not be readily visible, Mr. Shane Orth, the builder for the home, stated with the tuck under garage, so the footprint of the house is not abnormally large. Mrs. Floyd asked from where the home is accessed. Mr. Kuchenbecker explained it is located on Spring Street.

It was moved by Mr. Blair and seconded by Mr. Toews 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 9 Spring Street. Aye- All. Motion carried.

Revolving Loan Fund and Historic Preservation Programs:

Historic Preservation Program Applications - Exhibit I

Ralph Hoggatt - 866 Main - Elderly Resident

Marlin & Sarah Maynard - 875 Main - Elderly Resident

Shirley & Patrick Bergen - 462 Williams - Elderly Resident

Ronald Russo - 31 Charles - Elderly Resident

It was moved by Mr. Blair and seconded by Mr. Berg to approve all Historic Preservation Program Applications, as submitted. Aye - All. Motion carried.

Revolving Loan Program

The delinquency report was presented by Crystal Murray.

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. Toews and seconded by Mr. Blair to approve HP Revolving Loan Fund disbursement in amount of \$4,052.16, based on information as presented by Crystal Murray, of NeighborWorks-Dakota Home Services. Aye - All. Motion carried.

It was moved by Mr. Johnson and seconded by Mr. Blair to approve HP Revolving Loan Fund disbursement in amount of \$11,481.65, based on information as presented by Crustal Murray, of NeighborWorks-Dakota Home Services. Aye - All. Motion carried.

Retaining Wall Program Disbursements

No retaining wall program disbursements 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:

- The April 2016 Historic Preservation Archives Monthly Report is enclosed in the packets for review;
- The Wild Bill Bar sign has been moved and is being reinstalled and should be lit today;
- The Rehabilitation Project at 360 Williams Street has begun and is going well; the siding has been removed, and the architectural plans are being completed;
- There have been several meetings regarding 3 Shine Street and we should have pricing for the retaining wall soon, which will allow them to address the drainage issues;
- 824 Main Street has been boarded up by the City due to minimal maintenance; June 6 we should be able to get a judge's order to allow the Building Inspector to go in and inspect it;
- Powerhouse Park is coming along; the masons have just finished rebuilding a portion of the original smoke stack;
- The Deadwood Welcome Center project is moving along; the bridge was put in place last week; they hope to have part of the parking lot open soon;
- The Highway Project is waiting on final plans and costs on the lighting; paving is scheduled for next week;
- Retaining wall at 77 Stewart should be awarded on June 6 from City Commission; 84 and 50 Van Buren are awaiting contracts to come back from the contractor and final design alterations on 10 Harrison are being completed;
- This office has been meeting with Cadillac Jacks regarding their proposed expansion project;
- This office has been meeting with The Deadwood Mountain Grand on possible development on McGovern Hill:
- A grading permit on Denver Street is being held up; the property owner would like to put in a private drive, which requires a grading permit and under our current ordinance we require archeology;
- The chuck wagon is being picked up tomorrow;
- The design for the Trestle was presented.

Committee Reports:

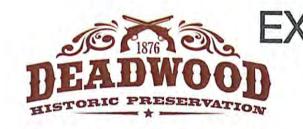
Mr. Blair stated he had an email the other day regarding parking and going back 25 years the City had ordinances in the past discussing parking how many parking spaces the City needed and it is not currently being met; Mr. Blair discussed ideas regarding increasing parking within the City. Mr. Blair discussed considering a stagecoach in Deadwood during the summer months.

Adjournment:

There being no other business, the Historic Preservation Commission Meeting adjourned at 5:57 p.m. ATTEST:

Laura Flovd Chairman, Historic Preservation Commission Jerity Krambeck, Historic Preservation Office/Recording Secretary

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



Kevin Kuchenbecker Historic Preservation Officer Telephone (605) 578-2082 kevin@cityofdeadwood.com

MEMORANDUM

Date: June 1, 2016

To: Deadwood Historic Preservation Commission

From: Kevin Kuchenbecker, Historic Preservation Officer

Re: Days of 76 Teamster Reunion and Chuck Wagon Gathering

The Historic Preservation Office has received a request from the Jon Mattson to assist in a Days of 76 Teamster Reunion and Chuck Wagon Gathering to be held at the Days of 76 Museum and Campground. The event will consist of a chuck wagon meals, entertainment, teamster recognition, historic programs and trails discussions.

The cost of the event is approximately \$3,600.00 and they are requesting \$1,000.00 donation from Historic Preservation Commission to assist in facilitating the gathering.

Recommended Motion: Recommend approval of sponsoring the Days of 76 Teamster Reunion and Chuck Wagon Gathering at a cost not to exceed \$1,000.00 to assist with facilitating the reunion.

	Days of 76 Teamster Reunion & Chuck wagon Gathering at the Days of 76 Museum & Campg Round	
**************************************	Chuck wagon Gathering at the	
Assessment of the second of th	Days of 76 Museum & Campa Roand	
with the second	Friday - July 29	
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	4:30 - 500 - Entertain ment - Paul LARSEN	
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***************************************	Program - Historic Wagon	
	Program = Historic Wagon Trails - Black Hills - Rick Capan	
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	Saturday - July 30	
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OFFICE OF
PLANNING, ZONING AND
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108 Sherman Street
Telephone (605) 578-2082
Fax (605) 578-2084



Kevin Kuchenbecker Historic Preservation Officer DEADWOOD CITY HALL 102 Sherman Street Telephone (605) 578-2600

MEMORANDUM

Date: June 2, 2016

To: Deadwood Historic Preservation Commission

From: Kevin Kuchenbecker, Deadwood Historic Preservation Officer

Re: Purchase of Microfilm, South Dakota State Archives

The Deadwood Historic Preservation Office is requesting permission to purchase 270 rolls of newspaper microfilm from the South Dakota State Archives at the cost of \$32.00 per roll. The newspapers, spanning the years 1876 to 1900, will be the first of two orders of microfilm containing community newspapers from Deadwood, Lead, Central City, and Terry.

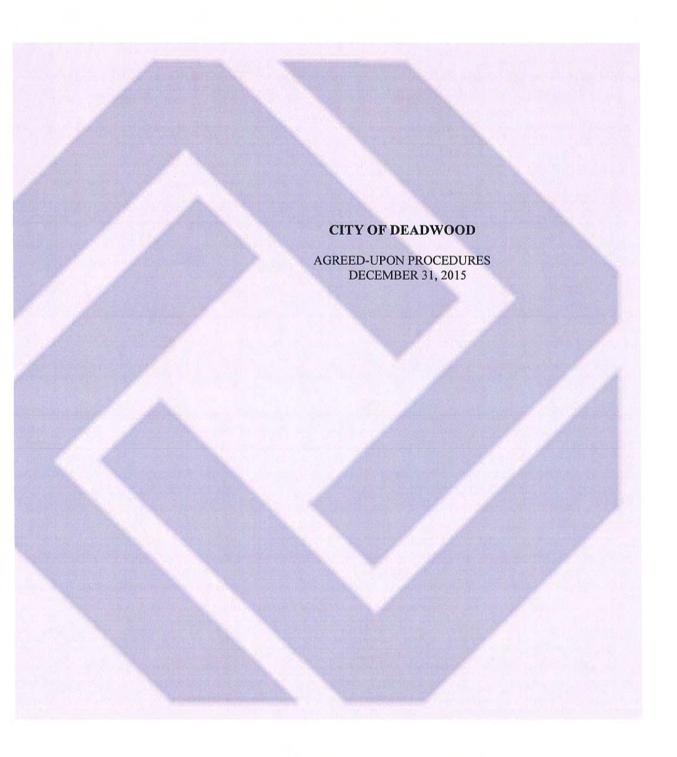
Once purchased, the rolls of microfilm will be mailed to Newspapers.com, a subsidiary company of Ancestory.com. This online searchable directory provides subscribers access to over one hundred million pages of newspaper. Newspaper.com will OCR the microfilm and incorporate the digital files online with the other Deadwood and northern Black Hills newspapers.

Funding for the purchase of these microfilm rolls will come out of the Historic Preservation Public Education budget. The cost of the microfilm will not exceed \$7,600.00. A list of the microfilm rolls is available in the office for review.

RECOMMENDATION

Allow the Deadwood Historic Preservation Office permission to purchase 270 rolls of newspaper microfilm from the South Dakota State Archives at the cost of \$32 per roll. The cost of the microfilm will not exceed \$8,700.00.

EXHIBIT C







810 Quincy Street
P.O. Box 3140, Rapid City, South Dakota 57709
Telephone (605) 342-5630 • e-mail: ktllp@ktllp.com

INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES

City Council
City of Deadwood
Deadwood, South Dakota

We have performed the procedures enumerated below, which were agreed to by the City Council, solely to assist you with respect to Historic Preservation loans serviced by Neighborhood Housing Services of the Black Hills, Inc. Our engagement to apply agreed-upon procedures was performed in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of the procedures is solely the responsibility of the City Council. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

Our procedures were applied to the specified elements of the financial statements on an accrual basis, and included the agreed-upon procedures detailed in our engagement letter dated March 22, 2016. A list of the procedures, as of the effective date of the procedures, or for the period then ended, is as follows:

1. Internal Controls:

We reviewed and discussed internal controls regarding the revolving loan fund, with emphasis on the segregation of duties.

Findings related to these procedures are included as #1 in Attachment I.

2. Interest Charges:

We haphazardly selected 25 loans for the year ended December 31, 2015 and recalculated the interest charges, if interest-bearing. Our sample resulted in recalculating 9 interest bearing loans, which is representative of the loan portfolio. We agreed our recalculation to interest income related to these loans in 2015. We recalculated accrued interest at December 31, 2015 and agreed it to the subsidiary Total Accrual Report.

Findings related to these procedures are included as #2 in Attachment I.

3. Principal and Interest Allocation:

We selected a payment made in 2015 from the 25 loans selected above and recalculated the allocation of principal and interest. Our sample resulted in recalculating 9 interest bearing loans, which is representative of the loan portfolio. We agreed our recalculation to the borrower's ledger card to verify it was calculated correctly.

Findings related to these procedures are included as #3 in Attachment I.

Subsidiary Listing:

We obtained the Neighborhood Housing Services of the Black Hills, Inc.'s loan trial balance and agreed it to the City's general ledger balance as of December 31, 2015. We verified any reconciling items were properly supported.

Findings related to these procedures are included as #4 in Attachment I.

5. Delinquency Aging:

We recalculated the aging on the 25 loans selected above. We also obtained the delinquency listing as of December 22, 2015, and selected 5 loans to determine delinquency is being calculated correctly.

No findings were noted.

6. Loan File Review:

We reviewed in detail 35 loans originated in 2014 and 2015 to verify that internal loan policies are followed and that all applicable documentation is included in the loan file.

Findings related to these procedures are included as #5 in Attachment I.

7. Invoice for Payment Approval:

We verified support for all disbursements for the 35 loans selected above were included in the file, including Historic Preservation's approval and a copy of the City check. We verified the disbursements did not exceed the amount approved in the City's Commission minutes, unless separately approved.

No findings were noted.

We were not engaged to, and did not perform an audit, the objective of which would be the expression of an opinion on the specified elements, accounts, or items. Accordingly, we do not express such an opinion. Also, we express no opinion on the effectiveness of the City's internal control over financial reporting or any part thereof. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for use of the City Council and management and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes.

KETEL THORSTENSON, LLP Certified Public Accountants

CITY OF DEADWOOD

FINDINGS

1. Internal Controls (Procedure #1)

Findings

Historic Preservation receives all program applications. If a property is deemed eligible, a memorandum is prepared and sent to all Commission members on the application's acceptance. This acceptance is documented in the monthly minutes, and a letter is sent to the applicant confirming their acceptance. The application is sent to Neighborhood Housing of the Black Hills, Inc. (NHS) to move forward with loan underwriting. We noted during our discussions with applicable personnel and review of loan files, that written verification of application acceptance (via memorandum or letter) is not always sent to NHS. We could not verify that the properties qualified for Historic Preservation funding based on the documentation in the loan file. We also noted during our discussions that initial determination of construction costs, or investigations of the property, are verified orally.

Recommendations

We recommend the Historic Preservation include NHS in the above memorandum correspondence. Inclusion will allow NHS to adequately document the property's qualification of Historic Preservation programs within the loan file. Construction costs determinations and property investigations should be documented and shared with NHS for inclusion in the loan file.

2. Interest Charges (Procedure #2)

Findings

One loan requires an annual review and maturity extension in the loan software. The review had not occurred; the loan incorrectly appeared to have matured in the software. We were unable to recalculate interest charges on the loan as the maturity date was incorrect.

Recommendations

We recommend the annual review be performed and subsequent extension or corrective action be taken as deemed necessary.

3. Principal and Interest Allocation (Procedure #3)

Findings

One original loan agreement could not be located; we could not verify the terms used to recalculate the allocation of principal and interest were proper.

Recommendations

We recommend all loan documentation be retained based on the Historic Preservation's document retention requirements.

4. Subsidiary Listing (Procedure #4)

Findings

Reconciling items are not consistently documented when the loan subsidiary does not agree to the City's general ledger balance.

Recommendations

We recommend NHS provide detailed support of all reconciling items needed to agree the loan trial balance to the City's general ledger on a monthly basis.

CITY OF DEADWOOD

FINDINGS (CONTINUED)

5. Loan File Review (Procedure #6)

Findings

We selected 35 loans originated in 2014 and 2015, and noted the following findings:

- a. A completed, signed, and dated application that detailed applicable program requirements at the time was not included in the loan file for two loans.
- b. We could not verify that the property had adequate and current insurance coverage for one loan. Historic Preservation is not listed as the insurance payee for another loan.
- c. Construction on one loan was not started within the required time period. The borrower has been informed their original construction note has matured.
- d. The maturity date per the loan agreement exceeded the mortgage maturity date for two loans.
- e. The mortgage address did not agree to the property address approved in the Commission minutes for one loan.
- f. A credit report was not obtained for three loans.
- g. One property is not insurable until rehab work is completed.

Recommendations

We obtained NHS's response to our findings above and have prepared the following recommendations:

- a. All applicable documentation, including current application requirements at the time of origination, should be maintained in the file for the duration of the loan. All program requirements at the time of origination should be followed and maintained as documentation.
- b. Missing insurance policies are tracked by NHS's internal audit procedures. We verified a request for current insurance was included in each file which did not include a current policy, to include that Historic Preservation be listed as a loss payee on each policy. As such, we have no further recommendations.
- c. NHS has contacted the borrower and is waiting for further instruction on whether to roll the note to permanent financing, or extend the construction period until work has been completed. We recommend all involved parties schedule a meeting to determine the status of the project.
- d. The loans were extended multiple times as construction was completed. The extensions caused the final maturity date to exceed the original mortgage recorded. We recommend the mortgages be amended to cover the remaining period on the loans. Mortgages should be properly filed to cover the life of the loan.
- e. The borrower owns multiple properties which have Historic Preservation loans. The legal description on the loan has been corrected. A mortgage has been filed based on the correct legal description. As such, we have no further recommendations.
- f. These loans were originated prior to 2014 and 2015, but were rolled to permanent financing during our test period. Obtaining credit reports was not required when the loans were originated. NHS currently requires a credit report for all loans originated. As such, we have no further recommendations.
- g. We recommend the property be adequately insured as soon as possible.

EXHIBIT D

AGREEMENT FOR ADMINISTRATION OF DEADWOOD HISTORIC PRESERVATION REVOLVING LOAN AND GRANT FUNDS

This Agreement is made between the DEADWOOD HISTORIC PRESERVATION COMMISSION, hereinafter referred to as "HPC." and NEIGHBORWORKS, hereinafter referred to as "NHS".

The parties acknowledge that HPC has previously established a Revolving Loan Fund and related programs for the purpose of making commercial and residential loans and grants for the rehabilitation of residences, buildings, structures, improvements, and retaining walls located within the City of Deadwood. The parties further acknowledge that they have previously entered into Agreements in which NHS has contracted with HPC to provide administrative services in connection with the Revolving Loan Fund Program. HPC wishes to contract with NHS for providing administrative services for the period from January 1, 2015 through December 31, 2015, and therefore mutually agree as follows:

I.

NHS shall provide administrative services required in connection with the administration of HPC Revolving Loan Funds, Special Needs Grants, Elderly and Vacant Home Programs, siding program, window program, and retaining wall program funds as set forth and according to written policy guidelines and administrative procedures established and adopted by the Historic Preservation Commission.

II.

HPC agrees to reimburse NHS for ELIGIBLE COSTS incurred by NHS pursuant to this Agreement, subject to a maximum of Eighty-Six Thousand Nine Hundred Dollars (\$86,900.00) for the period beginning January 1, 2015 and ending on December 31, 2015. The amount of

such reimbursement shall be at rates included in the attached operating budget, with total amounts to be paid under this Agreement not to exceed the amounts listed on the attached budget, without prior express written approval and consent by HPC. For the purposes of this Agreement, ELIGIBLE COSTS shall mean costs to HNS of salaries, wages, and fringe benefits, office expense, worker's compensation insurance, liability insurance including officers and directors liability insurance, utilities, and other necessary expenses. The parties acknowledge that NHS has other duties and functions and that HPC will only pay that portion of ELIGIBLE COSTS determined to be related to services performed for HPC by NHS pursuant to this Agreement. Request for reimbursement shall be made no more frequently than monthly and shall be accompanied by a voucher to be approved by the Historic Preservation Commission and the City Commission. All such reimbursements for ELIGIBLE COSTS will be paid solely from HPC Revolving Loan Fund interest income.

III.

The term of this Agreement shall commence on the 1st day of January, 2015 and continue through the 31st day of December, 2015, unless terminated earlier or re-negotiated earlier, as provided herein.

IV.

NHS agrees that it shall prepare and submit to HPC such reports and information as required by HPC. In addition, NHS shall promptly furnish to the City any and all financial statements, financial reports, audits, and monthly, quarterly, semi-annual, or annual statements prepared by or on behalf of NHS in the ordinary course of its business, which relates, directly or indirectly, to the providing of services under this Agreement. Such reports and information shall include reporting of HPC Loan Fund income at the end of each period as requested by HPC.

NHS shall continue to provide monthly loan and delinquency reports as it has been doing in the G:\Shared\Deadwood Historic Preservation\AGREEMENT FOR ADMINISTRATION OF DEADWOOD REVOLVING LOAN GRANT

FUNDS 2015.doc2

past. NHS shall provide Annual Activities reports, sorted by program, with summary overview explanation of disbursements and receipts of all funds such that HPC can properly evaluate each.

V.

The purchase of any real or personal property shall not be an allowable cost under the provisions of this Agreement except as approved or allowed in advance by HPC.

VI.

NHS shall perform services under this Agreement as an independent contactor. It is agreed that nothing herein contained or intended shall be construed in any manner as creating or establishing a relationship or co-partners between the parties hereto or of constituting NHS or any of its officers, agents, servants, or employees as an agent, representative, or employee of HPC for any purpose or in any manner whatsoever. NHS's officers, agents, servants, and employees shall not be considered employees of HPC, for any claims, which might arise under the Workman's Compensation Acts of the State of South Dakota. Furthermore, NHS agrees to defend, indemnify, and save harmless HPC and its officers, commissioners, agents, servants, and employees from any liability or judgments of any kind whatsoever arising out of the performance or non-performance of NHS and its officers, agents, servants, and employees of the work specified in this Agreement.

VII.

This Agreement may terminate or re-negotiated by either party upon thirty (30) days written notice to the other party. In the event of such termination, all property acquired with funds furnished by HPC and all finished or unfinished documents, data, studies, financial records, loan files, and reports purchased or prepared by NHS pursuant to this Agreement shall be returned to HPC. In the event terms are re-negotiated, the parties shall ascertain what property, data, or files shall remain with NHS. NHS shall be entitled to compensation for

performance of any un-reimbursed services satisfactorily performed prior to the date of termination of this Agreement. Notwithstanding the above, NHS shall not be relieved of liability to HPC for damages sustained to HPC by virtue of any breach of this Agreement by NHS.

VIII.

NHS may not assign or transfer any interest in this Agreement without the prior written approval of HPC.

IX.

NHS agrees that it will have and maintain at all times, during the term of this Agreement, qualified, competent, trained, and experienced personnel with loan and administrative experience and training comparable to the current staff of NHS, which personnel will perform the duties required to be performed by NHS pursuant to this Agreement.

X.

NHS especially acknowledges and agrees that their authority is limited as set forth in this Agreement and as set forth in the attached policies and procedures set forth in paragraph I, above, that HPC retains sole authority to approve all loans and actions taken with respect to delinquent loan payments. Further, NHS acknowledges that it does not have authority to contract for HPC or the City of Deadwood.

XI.

NHS agrees to observe and comply with all Federal, State, and local laws, ordinances, rules, and regulations, which are now or may later become applicable to its activities or services performed pursuant to this Agreement.

XII.

of South Dakota and shall be constr	ued and interpreted in accordance with the laws of the State
of South Dakota.	
	XIII.
It is understood and agreed t	hat this is the entire Agreement of the parties and that this
Agreement supersedes all oral agree	ements and negotiations between the parties relating to the
subject matter hereof. Any amendm	nent to this Agreement shall be in writing.
Dated this day of	, 2015.
	HISTORIC PRESERVATION COMMISSION By: Its:
STATE OF SOUTH DAKOTA)) SS.
COUNTY OF LAWRENCE) SS.)
so to do, executed the foregoing ins	, 2015, before me, the undersigned officer,, known to me or satisfactorily proven to be vation Commission, and that as such officer, being authorized trument for the purposes therein contained. I hereunto set my hand and official seal.
	Notary Public

This Agreement, together with all paragraphs, terms, and provisions is made in the State

My Commission Expires:

Dated this	day of	, 2015.
		NEIGHBORHOOD HOUSING SERVICES OF THE BLACK HILLS
		By:
STATE OF SO	UTH DAKOTA LAWRENCE)) SS.)
		, 2011, before me, the undersigned officer, known to me or satisfactorily proven to be of NeighborWorks, and that as such officer, being oregoing instrument for the purposes therein contained. I hereunto set my hand and official seal.
		Notary Public My Commission Expires:
Dated this this	day of	2015.
		CITY OF DEADWOOD
ATTEST:		By: Its: Mayor
City Finance O	fficer	· · · · · · · · · · · · · · · · · · ·

First Amendment to the Agreement for Administration of Deadwood Historic Preservation Loan and Grant Funds

As of July 1,2015 Article II of the "Agreement" will be revised:

HPC agrees to reimburse NHS for ELIGIBLE COSTS incurred by NHS pursuant to this Agreement, subject to a maximum of Forty three thousand four hundred fifty dollars (\$43,450) for the period beginning January 1, 2015 and ending on June 30, 2015.

And HPC agrees to reimburse NHS for ELIGIBLE COSTS incurred by NHS pursuant to this Agreement, subject to a Maximum of Thirty seven thousand five hundred (\$37,500) for the period beginning July 1, 2015 and ending on December 31, 2015. The amount of such reimbursement shall be at hourly rates included in the attached Rate Sheet, with total amounts to be paid during this time period under this agreement not to exceed \$37,500, without prior express written approval and consent by HPC. For the purposes of this Agreement, ELIGIBLE COSTS shall mean costs to NHS of salaries, wages, and fringe benefits, office expense, worker's compensation insurance, liability insurance including officers and directors' liability insurance, utilities, and other necessary expenses. The parties acknowledge that NHS has other duties and functions and the HPC will only pay that portion of ELIGIBLE COSTS determined to be related to services performed for HPC by NHS pursuant to this Agreement. Request for reimbursement shall be made no more frequently than monthly and shall be accompanied by a voucher to be approved by the Historic Preservation Commission and the City Commission. All such reimbursement for ELIGIBLE COSTS will be paid solely from HPC Revolving Loan Fund .

Dated this day of	, 2015.
	HISTORIC PRESERVATION COMMISSION
	Ву:
	Its:
STATE OF SOUTH DAKOTA)
COUNTY OF LAWRENCE) SS.)
personally appeared	, 2015, before me, the undersigned officer, known to me or satisfactorily proven to be
the Chairman of the Historic Prese	ervation Commission, and that as such officer, being authorized astrument for the purposes therein contained.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

	Notary Public My Commission Expires:
Dated this day of	, 2015.
	NEIGHBORHOOD HOUSING SERVICES OF THE BLACK HILLS
	By:
STATE OF SOUTH DAKOTA COUNTY OF LAWRENCE)) SS.)
On this day of personally appeared the authorized so to do, executed the fo	, 2011, before me, the undersigned officer, known to me or satisfactorily proven to be of NeighborWorks, and that as such officer, being oregoing instrument for the purposes therein contained.
	I hereunto set my hand and official seal.
	Notary Public My Commission Expires:
Dated this this day of	2015.
	CITY OF DEADWOOD
	By: Its: Mayor
ATTEST:	
City Finance Officer	

- ..

Hourly Rates:

Executive Director	\$55.00
Lending Director	\$45.00
Loan Processor	\$30.00
Accounting	\$35.00
Rehab Coordinator	\$40.00
Administration Asst	\$30.00



Date: 6/01/2016

Case No. H16022

Address: 1906 DEADWOOD MTN DR

Staff Report

The applicant has submitted an application for a Certificate of Appropriateness for work at 1906 Deadwood Mountain Drive a contributing structure located in the South Deadwood Planning Unit in the City of Deadwood.

Applicant:

Tim Conrad TenTexKota

Owner: Constructed:

1906/1909

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:

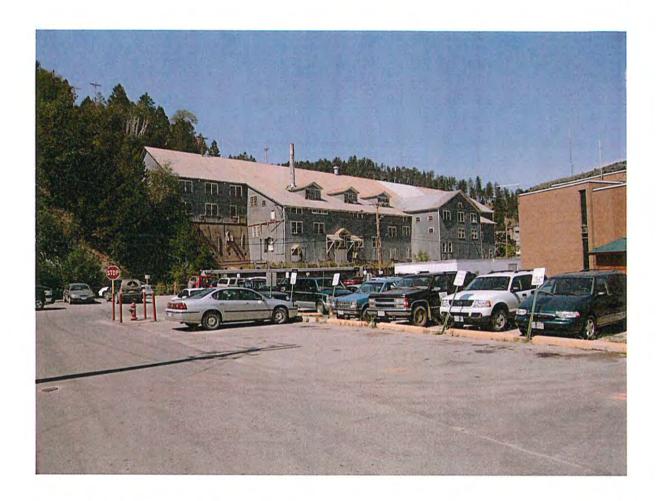
General Factors:

- 1. Historic significance of the resource: The last remaining mining processing building left in Deadwood, this facility operated until 1973. It takes its name from the crushed ore, suspended in water, left as a by-product of the gold removal process. This plant was built to further process that "slime" to extract the remaining gold. About 1,700 tons of slime were processed daily at this plant, using a system of filter presses developed by C.W. Merrill. Several similar buildings once stood at the northern entrance to Deadwood where the rodeo grounds are now located, but were abandoned and demolished or destroyed by fires shortly after this building was built. The left wing of this building was added in 1909. This resource has been adaptively reused as a gaming and event center.
- **2. Architectural design of the resource and proposed alterations:** The applicant proposes to install a new metal awning to the front of the structure to provide summer shade and assist with snow management in the winter.

Attachments: Yes

Plans: No Photos: Yes

Staff Opinion: The proposed awning is compatible in design, materials and architectural features to the existing awning. The existing awning over the doorway appears as an original design feature to the structure. There is no photographic documentation that the awning as proposed existed; however, it is staff's opinion the proposed awning over the front of the assayers office does 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.

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



FOR OFFICE USE ONLY Case No. 416022 ☐ Project Approval Certificate of Appropriateness
Date Received 5 1251 16 Date of Hearing 6/8/16

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

. Only the or the or the	NG THIS FORM, CALL	303-376-2082
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APPLICANT	INFORMATION	
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	E-mail:	
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☐ Re-Roofing		☐ Exterior Painting
☐ Siding	□ Windows	allunia amilia
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-	FOR OFFICE USE ONLY
	Case No.

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Page 2 of 3

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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.

APPLICATION DEADLINE

This form and all supporting documentation **MUST** arrive by 5:00 p.m. on the 1st or 3rd 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.

Page 3 of 3





Case No. H16023

Address: 1906 DEADWOOD MTN DR

Staff Report

The applicant has submitted an application for a Certificate of Appropriateness for work at 1906 Deadwood Mountain Drive a contributing structure located in the South Deadwood Planning Unit in the City of Deadwood.

Applicant: Tim Conrad
Owner: TenTexKota
Constructed: 1906/1909

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: The last remaining mining processing building left in Deadwood, this facility operated until 1973. It takes its name from the crushed ore, suspended in water, left as a by-product of the gold removal process. This plant was built to further process that "slime" to extract the remaining gold. About 1,700 tons of slime were processed daily at this plant, using a system of filter presses developed by C.W. Merrill. Several similar buildings once stood at the northern entrance to Deadwood where the rodeo grounds are now located, but were abandoned and demolished or destroyed by fires shortly after this building was built. The left wing of this building was added in 1909. This resource has been adaptively reused as a gaming and event center.
- **2. Architectural design of the resource and proposed alterations:** The applicant proposes to install new stairs so the current deck can be utilized.

Attachments: Yes

Plans: No Photos: Yes

Staff Opinion: The proposed stairs are designed in a manner which is compatible with the appearance of the overall rehabilitation of the Deadwood Mountain Grand (aka Homestake Slime Plant). The stairs would not overpower any of the existing structure and are placed in a location which is unobtrusive to the 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.

Due to the easement on the exterior façade, this project will also require City Commission approval.



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.

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



FOR OFFICE USE ONLY Case No. #116023 ☐ Project Approval Certificate of Appropriateness Date Received 5 26 16 Date of Hearing 6/8/16

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 INF	ORMATION REGARD	ING THIS FORM, CALL	505-578-2082
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Property Address: 1906	Draduir	d pat or	~
Historic Name of Property (if kno	wn): Sline	Plant	~
	APPLICANT	INFORMATION	
Applicant is: 💆 owner 🛮 contrac	ctor 🗆 architect 🗆	consultant 🛮 other	
Owner's Name: Tien Con	rad	Architect's Name:	
Address: 52 lincoln	AV	Address:	
City: Deadwood State: 51	0 zip: 57732	City:	State: Zip:
Telephone: 920-1214 Fa	x: 578-2859	Telephone:	Fax:
E-mail: deadwoodelectric	- prushmorece	E-mail:	
Contractor's Name:		Agent's Name:	
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D Other NEW Stairs	Awning	☐ Sign	☐ Fencing

FOR OFFICE USE ONLY	
Case No.	

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Page 2 of 3

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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 soulos.

Jim lang	5-23-16		
SIGNATURE OF OWNER(S)	DATE	SIGNATURE OF AGENT(S)	DATE
SIGNATURE OF OWNER(S)	DATE	SIGNATURE OF AGENT(S)	DATE
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APPLICATION DEADLINE

This form and all supporting documentation MUST arrive by 5:00 p.m. on the 1st or 3rd 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.

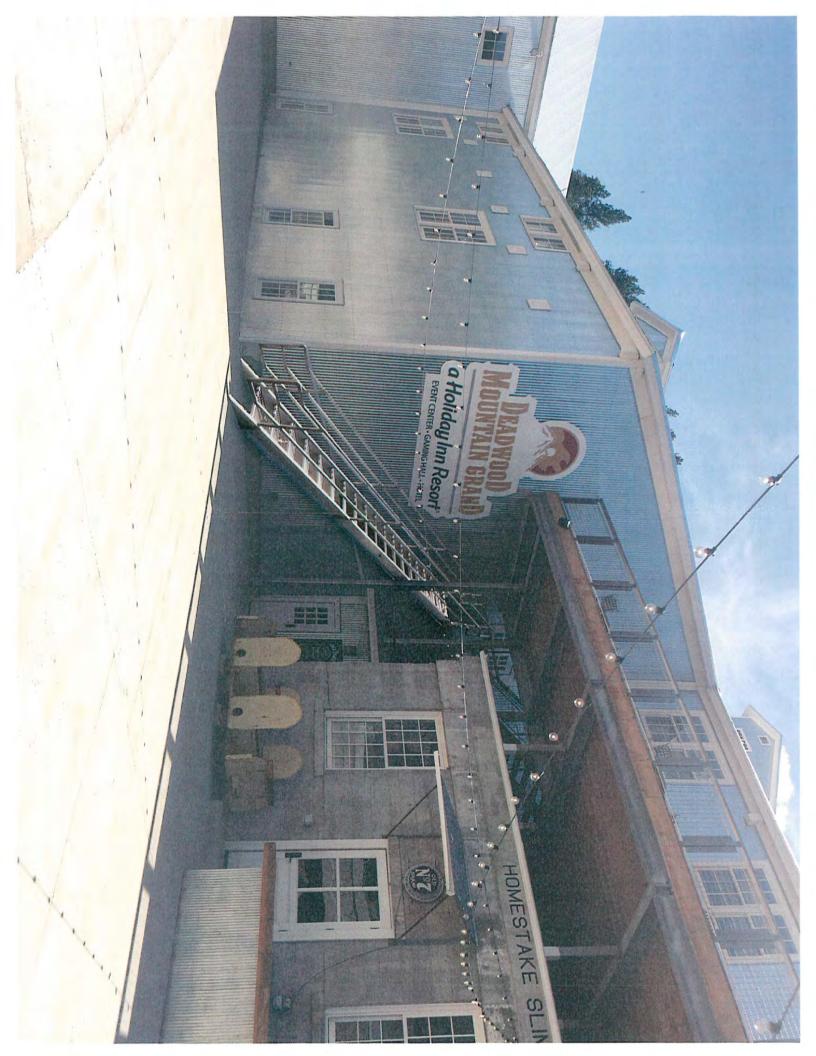
Page 3 of 3

Criteria Checklist for Project Approval OR Certificate of Appropriateness

SUBMITTAL CRITERIA CHECKLIST

The documentation listed below will assist in the submission of the application. **Not all information listed below is** required for each project. In order to save time and effort, please consult with the Historic Preservation Office prior to completing your application.

prior to	completing your application.
ALL WO	RK:
	Photograph of house and existing conditions from all relevant sides.
RENOVA	ATIONS AND ADDITIONS:
	Elevation and plan drawings to scale indicating proposed alterations or additions, clearly indicating the existing building and what is proposed and including the relationship to adjacent structures. Make sure to include door and window design if altered. Manufacturer's catalog data may be used, if applicable.
	Exterior material description.
	Site plan showing dimensions of lot and location of existing building(s) or structure(s) on lot, location of additions, dimensions of existing structure and additions. (Show use of addition and location of windows and doors if applicable.)
	Photograph of existing conditions from all elevations.
	Color samples and placement on the structure.
	Historic photographs should accompany any request to return a structure to an earlier historic appearance. (Please note our archives may be of great assistance)
MATERI	AL CHANGES:
	Written description of area involved.
	Color photographs or slides of areas involved and surrounding structures if applicable.
	Sample or photo of materials involved.
PAINTIN	IG, SIDING:
	Color photographs of all areas involved and surrounding structures if applicable.
	Samples of colors and/or materials to be used.
	Dimensioned elevation and section to scale, showing design of fence, material, and height in relationship to adjacent structures.
NEW CO	DISTRUCTION:
	Elevation drawings to scale showing all sides and dimensions. Elevation drawings to scale showing relationship to structures immediately adjacent.
	Photograph of proposed site and adjacent buildings on adjoining properties.
	Site plan including building footprint and location of off-street parking showing setbacks. Include number
	of spaces, surface material, screening and all other information required under Parking Areas. Material list including door and window styles, colors and texture samples.
	Scale model indicating significant detail. (This may be required for major construction. Please consult Historic Preservation Commission staff.)
	Color photographs of proposed site and structures within vicinity of new building.





Date: 6/03/2016

Case No. H16024 Address: 160 Charles St

Staff Report

The applicant has submitted an application for Project Approval for work at 160 Charles St, a contributing structure located in Cleveland Planning Unit in the City of Deadwood.

Applicant: Tessa and Jesse Allen
Owner: Tessa and Jesse Allen

Constructed: circa 1895

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. This is an early Deadwood house which was remodeled during the pre-World War II years; consequently, it has historic associations with both Deadwood's nineteenth-century mining boom and the region's mining revival of the late 1920s and 1930s. This house displays architectural elements which were popular during the latter period. In Deadwood, as elsewhere in the United States, residential remodels commonly borrowed from the then popular Craftsman Style. Other remodels copy traditional forms seen in the Picturesque Revival styles.
- 2. Architectural design of the resource and proposed alterations: The applicant is requesting permission to replace a portion of the heavily deteriorated windows on the structure.

Attachments: No

Plans: No Photos: Yes

Staff Opinion: Staff has conducted a site visit and recommends appropriate replacement of some of the windows. The applicant has also applied for the wood window program.

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.

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

Fax (605) 578-2084



FOR OFFICE USE ONLY Case No. #16024 Project Approval ☐ Certificate of Appropriateness Date Received 6/1/16 Date of Hearing 6/8/16

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 REGAR	RDING THIS FORM, CALL 6	005-578-2082
PROP	ERTY INFORMATIO	NC
Property Address: 160 Charles	5 닭	
Historic Name of Property (if known):		
	NT INFORMATION	
Applicant is: ₩owner □ contractor □ architect	□ consultant □ other	
Owner's Name: Trssa & Jrsse Allen Address: 160 Charles St City: Dealword State: 50 Zip: 5773e Telephone: 605 591-9171 Fax: E-mail: +essaallen@gmail.com	Address:	State: Zip: Fax:
Contractor's Name:	_ Address:	
City: State: Zip: Telephone: Fax: E-mail:	Telephone:	State: Zip:
TYPE OF	IMPROVEMENT	
□ Alteration (change to exterior) □ New Construction □ New Building □ General Maintenance □ Re-Roofing □ Siding □ Other □ □ Awning	☐ Addition☐ Wood Repair☐ Windows☐ Sign	☐ Accessory Structure ☐ Exterior Painting ☐ Fencing

FOR OF	FFICE USE ONLY
Case No	

			ACTIVITY	: (CHECK	AS APPLIC	ABLE)		
Proj	ect Start Date:		Project Comp	letion Dat	e (anticipa	ted):		
	ALTERATION	☐ Front	☐ Side(s)	□ Rear				
	ADDITION	☐ Front	☐ Side(s)	□ Rear				
	NEW CONSTRUCTION	☐ Residentia	I □ Other					
	ROOF	□ New	☐ Re-roofing					
	CARACE	☐ Front	☐ Side(s)	□ Rear				
	GARAGE	☐ New ☐ Front	☐ Rehabilitat	uon □ Rear				
П	FFAICE /CATE				.,,			
	FENCE/GATE	□ New □ Front	☐ Replaceme	ent □ Rear				
	Material		:yle/type		Dimensio	าร		
	WINDOWS □ STORM		_		M DOORS			
_	William Edverior	☐ Restoratio		□ Repla	.,,		□ New	
		☐ Front	☐ Side(s)	□ Rear				
	Material	S	tyle/type		-			
	SIGN/AWNING	□ New	☐ Restoration					
	Material	S	tyle/type		_ Dimensio	ns		
	OTHER – Describe in de	etail below or u	use attachment	S				·
			DESCRIP'	TIONI C	NE ACTI	l /ITI		
sub cor be wit wo	mit as applicable. Descri nmissioners and staff ev accompanied by measur	iptive materials aluate the properements of the tion for the new awings and/or documentation	ove activity (us such as photo posed changes. existing window window. Sim photographs as a could result in	se attachm is and drav A request w, a pictur ilar inform s appropria	nents if nec wings are n for approve e of the ex nation shou ate.	essary ind ecessary val of a wi isting win lid be sup	to illustrate t indow replac idow, and a p plied for eac	ement, for example, should picture or catalogue sheet the element of the proposed
-								
(
								

Page 2 of 3 Updated July 6, 2015

-	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.

CICALATURE OF OWNERS(C)	DATE	SIGNATURE OF AGENT(S)	DATE
SIGNATURE OF OWNER(S)	DATE	SIGNATURE OF AGENT(3)	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 1st or 3rd 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.

Page 3 of 3 Updated July 6, 2015

OFFICE OF
PLANNING, ZONING AND HISTORIC
PRESERVATION

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



MEMORANDUM

Date: To: From: Re:	June 3, 2016 Deadwood Historic Preservation Commission Kevin Kuchenbecker, Historic Preservation Officer Historic Preservation Program Applications
	owing Historic Preservation Program applications were received by this office. Staff's nendation follows each of the program requests.
9	uella Krebs
; ; ; ;	Roy Sundstrom
9	Tessa & Jesse Allen



Wood Windows and Doors Application

Please read the attached Policy Guidelines, Administrative Procedures and provide the requested information.

1. Address of Property:	3. Applying for: ☆Grant or □ Loan
160 Charles St	Requested Grant or Loan Amount:
2. Applicant/Owner name & mailing address:	\$_20,500_
Tessar Jose Allen	Estimated Total Cost for Entire Project:
160 Charles St.	\$
Deadwood	For Office Use Only:
Telephone: (<u>L005</u>) <u>591</u> - <u>9171</u>	Owner Occupied Non-owner Occupied Verified through the Lawrence County Office of Equalization
E-mail tesaculeall@ancil.com	Date: 6/1/16 Initials: 4
	Assessed Valuation \$ 65,640
4. Complete a City of Deadwood Application for Project A to this document.	pproval OR Certificate of Appropriateness and attach it
I certify all information contained in this application and all information obtaining financial assistance in the form of a grant or a loan as true and have read the policy guidelines for the loan or grant included with an contained in the policy guidelines. I agree any contractors which I I Deadwood and will require they also agree to and abide by the terms an	d complete to the best of my knowledge and belief. I acknowledge I id for this application and agree to all of the terms and conditions hire for this project will hold contactors licenses with the City of
I acknowledge the Deadwood Historic Preservation Commission is mere and neither the Historic Preservation Commission nor the City of Deadwork or payment for the same beyond the grant or loan approval by responsible for selecting any contractors hired in connection with the p I agree to indemnify and hold harmless the Deadwood Historic Preserv damages, expenses and liabilities of any nature directly or indirectly re Preservation Commission's acceptance, consideration, approval, or disgrant or loan.	dwood is or will be responsible for satisfactory performance of the the Historic Preservation Commission. I acknowledge I am solely roject and in requiring satisfactory performance by such contractor. vation Commission and the City of Deadwood against losses, costs, esulting from or arising out of or relating to the Deadwood Historic
Applicant's signature: Jana alla	Date submitted: 5 126116
Owner's signature: Jana Olli	Date submitted: 5 24/10

Please complete Wood Window and Doors Worksheet on page 2 of this application

Wood Windows and Doors Worksheet

Please fill out below using numbers of windows, storm windows and doors.

Elevations	Repair or Replacement of Existing Window(s)	Installation of New Wood Storm and Screen Window(s)	Replacement of Inappropriate Window(s)	Repair or Replacement of Existing Primary Door	Repair or Replacement of Other Exterior Wood Door(s)	Replacement of Inappropriate Existing Wood Door(s)
Front View				-		
Right Side View						
Left Side View						
Rear View						
Total Windows						
	Existing wood window(s) qualified for restoration are eligible for a forgivable loan or grant up to \$800 per window.	Window(s) qualified for the purchase and installation of approved wooden storm and screen windows <u>OR</u> qualified for restoration are eligible for a forgivable loan or grant up to \$350 per window.	Window(s) qualified for the purchase and installation of new wood windows are eligible for a forgivable loan or grant up to \$800 per window if existing window is beyond repair.	Primary wood entry door qualified for restoration is eligible for a forgivable loan or grant of \$400 <u>OR</u> for the removal of inappropriate primary door and installing an appropriate qualified door is eligible for a forgivable loan or grant of \$600.	Other exterior door(s) qualified for restoration are eligible for a forgivable loan or grant of \$200 per door <u>OR</u> for the removal of inappropriate door(s) and installing an appropriate qualified door(s) are eligible for a forgivable loan or grant of \$300 per door.	Primary door and additional exterior door(s) qualified for the purchase and installation of new wood door(s) are eligible for a forgivable loan or grant of \$100 per door if existing door is beyond repair.

The forgivable loan or grant is available up to \$20,000.00 maximum.

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

Return this form to: City of Deadwood Historic Preservation C/O NeighborWorks 795 Main Street Deadwood, SD 57732

Revolving Loan Fund - Special Needs/ELDERLY HOMEOWNERS Application (Revised February 24, 2010)

The Deadwood Historic Preservation Commission reviews all applications. Please read the attached Policy Guidelines and provide the requested information below.

1. Address of Property:	2. Applicant's name & mailing address:
71 Forest Arence	Roy Arnold Sundstion
Deadwood SD	71 Forest Avenue
57732	Deadwood SD 57732
	Telephone: (605) 580 - 552 Y
3. Organization's name and mailing address:	E-mail roy sundstrom@xma.1.com
(If different from applicant)	5/17/16 88,710
	88,710 100ied
Telephone: (owner occupied
E-mail	
Type of Entity (Please check one of the following):	
Government Non-profit Corporation	Profit Corporation
facility, project, its location, existing conditions, a descript historic qualities, and the reasons why funding for the work Cut into retaining wal stair to conform to cool landing to conform to	le judovild stairs to code. Please see
attacked pictures + 10	the of oxplaination.

Revolving Loan Fund - Special Needs/ELDERLY HOMEOWNERS

I acknowledge that 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 that any contractors which I hire for this project will hold contactors licenses for the City of Deadwood and will require that they also agree to and abide by the terms and conditions of the policy guidelines.

I certify that 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 and is true and complete to the best of my knowledge and belief.

I acknowledge that the Deadwood Historic Preservation Commission is merely granting or loaning funds in connection with the work or project, and that 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 that 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 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.

In Witness whereof, the Owner	, being duly authorized, has caused
this document to be executed in its name on this _6	day of Macy , 2016
Signature: Nat Soul stor	-
Signature:	
Signature:	_
Signature:	_
Please notei I b	elieve that
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1.1 " /) tah	oh tile.
Score will be submi	Hed. Comently
11 1 689	

Revolving Loan Fund – Special Needs/ELDERLY HOMEOWNERS Policy Guidelines

1. Statement of Purpose:

The restoration and protection of Deadwood's historic buildings and structures are acknowledged to be 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 loan fund is to assist and encourage property owners to restore and protect their properties through the use of quality materials and craftsmanship.

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 loan 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 Revolving Loan Funds – Special Needs/Elderly Homeowners, a project must meet the following criteria:

- a. The project must exist within the Deadwood city limits;
- b. The project must exist as part of a residential property;
- Applicant must be 62 years of age or older;
- Applicant must have owned and occupied the property for one year prior to the application.

A project must also meet one of the following:

- a. The project must affect a property listed on the city's 1994 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 project must affect individual life safety as determined by the City of Deadwood's building Inspector and applicable life safety codes. Determination of individual life safety issues is based upon the Uniform Building Code, the Uniform Mechanical Code, and the Uniform Fire Code.

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. Program Requirements:

- 1. All properties must meet the Revolving Loan Fun's eligibility requirements.
- Mobile homes and manufactured structures are excluded from participation in this program.
- All persons receiving financing must conform to applicable federal and local regulations governing the use of specific loan funds.

Special Needs - Elderly Homeowners - Application/Policy Guidelines

- 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.
- All projects will be performed pursuant to the requirements of the Uniform Building Code, the Uniform Mechanical Code, and the Uniform Fire Code.
- 7. All projects will be performed pursuant to the <u>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.</u>

5. Loan Criteria:

AMOUNT \$10,000.00	INTEREST RATE 0%	TERM	PAYMENT AMOUNT	SECURITY
Φ10,000.00	076	10 Years	See below*	Mortgage on property

*The Deadwood Historic Preservation Commission reserves the rights to modify, amend, or forgive the loan payment.

If one or more of the following criteria has occurred the Historic Preservation Commission has the authority to modify, amend, or forgive the loan.

- The original applicant continues to occupy the property, or in the event of death of the applicant's estate, or personal representative, agent or joint tenant may assume loan terms and conditions.
- The owner/applicant has addressed additional preservation issues beyond the original work completed with these loan funds.
- The property meets Minimum Property Standards.

6. Property Inspection:

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 will be considered to be in default and the Deadwood Historic Preservation Commission will take legal action.

7. Loan Application:

 Loan application forms and technical assistance are available at the City of Deadwood's Office of Planning, Zoning and Historic Preservation.

2. The necessary credit application and project application forms should be submitted to the City of Deadwood's Office of Planning, Zoning and Historic Preservation located at 108 Sherman Street in Deadwood. Telephone: (605) 578-2082. The Credit application will be reviewed by NHS and the Project application will be reviewed by the City of Deadwood Historic Preservation Office.

Roy A. Sundstrom

71 Forest Avenue, Deadwood, South Dakota 57732

roysundstrom@ymail.com

605-580-5524

5-6-15

Deadwood Historical Preservation Commission

C/O Neighborworks

795 Main Street

Deadwood, SD 57732

Dear DHP,

In conjunction with a refinance, I am working to improve my home at 71 Forest Avenue. Last year you gave me permission to repaint and re-shingle the home, and replace the deck railings and stairs. I am completing all of this work this month at my own expense.

I have also been working with Kevin Kuchenbecker and Trent Moore on another issue, which is the stair that was poured with the retaining wall. It creates a rise of some 15 inches from the neighbor's step to reach my property. Also. The roots of a beautiful old tree have split the concrete and heaved the step upward which makes that step even more dangerous. Mr. Kuchenbecker told me today that he considers this a life-safety issue.

The only way to remedy this situation and bring the stairs to code is to cut the concrete stair down where it joins the retaining wall, and then rebuild the steps up and shorten the landing to which they attach. Mr. Kuchenbecker has arranged for Competitive Concrete of Black Hawk to provide a bid for this work.

We are also asking them to bid on rebuilding the stairs and shortening the main deck, which Mr. Kuchenbecker also recommended and also considers a life-safety issue. I have asked and authorized him to speak to these issues with you at your meeting, as this situation is a little difficult to describe adequately here. I hope to be able to provide at least a rough estimate of this work for you at your meeting on 5-7-15.

Ultimately, we would like to rebuild the retaining wall and move the stairs so they come down the opposite side of the landing which would eliminate the need for the current easement for the neighbor's property and would also look better, but that is not possible to complete this year.

I currently have a loan for the back retaining wall with you upon which I owe about \$2,700.00. This will be paid off at the closing of the refinance, which will be around June 15.

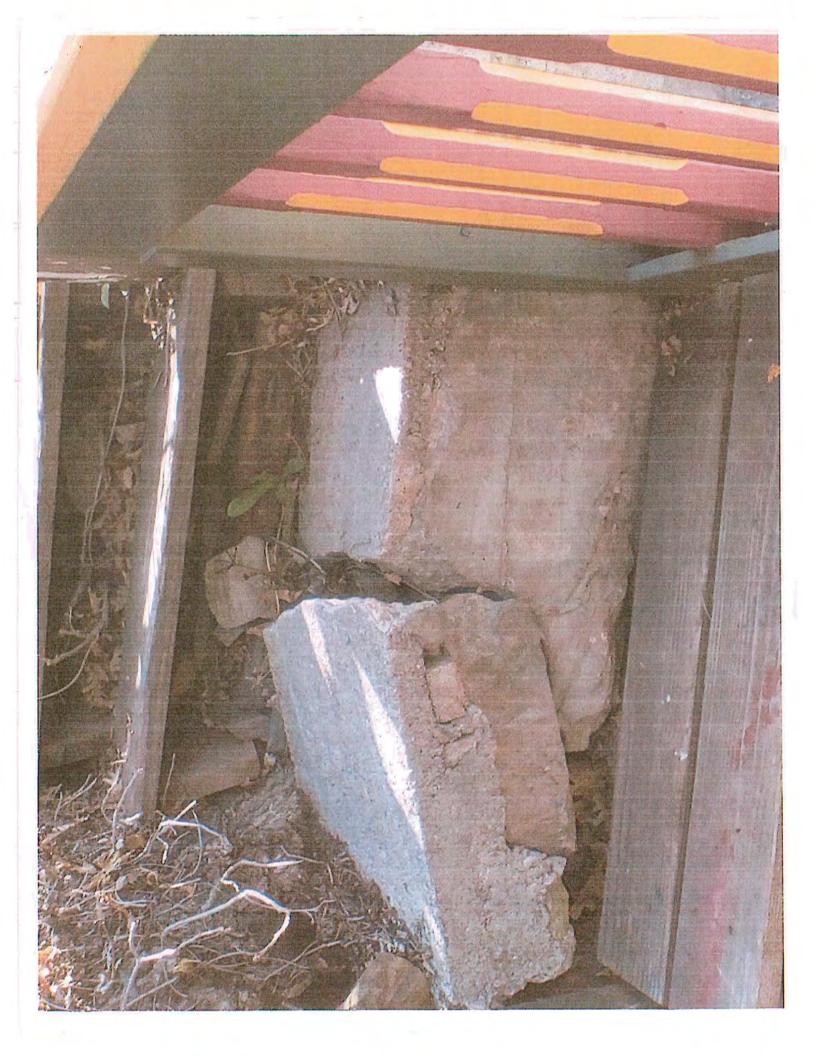
I would like to thank Mr. Kuchenbecker, Mr. Moore and everyone at NHS for their help, patience and understanding in working with me to improve this home. My son and I intend to keep this home, we are not trying to improve it to sell.

Thanks again for your consideration.

Very Sincerely Yours,

Roy A. Sundstrom

please seo attached picture.



795 MAIN STREET DEADWOOD, SD 57732 605-578-1401



MEMORANDUM

Date: June 8, 2016

To: Deadwood Historic Preservation Commission

From: Mike Walker, NeighborWorks, DHR

Re: Historic Preservation Loan Applications (2 pages)

The following Historic Preservation Loan applications were reviewed by NeighborWorks and the Historic Preservation Loan Committee. The Loan Committee's recommendation follows each of the loan requests. For further information please review the individual loan requests.

Tim Berg – 1 Forest – Request to forgive Retaining Wall Loan

The borrower is requesting to forgive the Retaining Wall Loan

This loan request was reviewed by Loan Committee: favorable comments were received.

Amy Gorzalka – 50 Van Buren – Retaining Wall Loan

The applicant is requesting A Retaining Wall Loan

This loan request was reviewed by Loan Committee: favorable comments were received.

Robin Gorder- 3 Rodenhaus – Request to Forgive Retaining Wall Loan

The borrower is requesting to forgive the Retaining Wall Loan

795 MAIN STREET DEADWOOD, SD 57732 605-578-1401



330 E. Anamosa Rapid City, SD 57701 605-923-6007

• Edwin & Anita Smith- 12 Dakota- Windows Loan Request

The Borrower is requesting a \$3,200 Windows Loan

Request to Forgive Loan #CONRWBERG

DATE: 6/1/2016

APPLICANT: Timothy Berg

PROPERTY ADDRESS: 1 Forest Ave, Deadwood

LOAN AMOUNT: \$6,989 (forgivable)

INTEREST RATE: 0%

TERM: 60 month

PAYMENT AMOUNT: \$0

PURPOSE: City Portion of Retaining Wall

SECURITY: Mortgage

OTHER HP LOANS:

Loan #	Balance	Rate	Term	Payment	Maturity
CHPSNEBRG	\$8,130 f	0%	120 mos	\$0	11/12/2025
HPRWBERG4	\$1,935	4%	24 mos	\$66.52	12/15/2018

UNDERWRITER'S REVIEW:

The borrower is requesting that the city portion of the retaining wall loan be forgiven. The City Building Inspector has inspected the property and has found that no additional maintenance is required and passes inspection.

UNDERWRITER'S RECOMMENDATION:

I would recommend the request for approval as presented

Request for Retaining Wall Loan

DATE: 6/08/2016

APPLICANT: Amy Gorzalka

PROPERTY ADDRESS: 50 Van Buren, Deadwood

LOAN AMOUNT: \$31,851.41

INTEREST RATE: 0% (0% for 5 years with a balloon & 240 month Amort.)

TERM: 60 Month with Balloon

PAYMENT AMOUNT: \$132.71

PURPOSE: Retaining Wall

SECURITY: 2nd Mortgage

OTHER EXISTING HP LOANS:

Loan # Balance Rate Term Payment Maturity

NA

UNDERWRITER'S REVIEW: (Owner Occupied)

19.15% LTV, 116.81% CLTV, 25.78% DTI, 33.63% Overall DTI

The applicant has Excellent Credit Scores and stable income

UNDERWRITER'S RECOMMENDATION:

Based on the low DTI as well as stable income and good credit scores, I would recommend approval of this loan.

Request to Forgive Loan #CONRWGORD

DATE: 6/1/2016

APPLICANT: Robin Gorder & James Gregory

PROPERTY ADDRESS: 3 Rodenhaus, Deadwood

LOAN AMOUNT: \$167,674 (forgivable)

INTEREST RATE: 0%

TERM: 60 month (Matured 5/19/2016)

PAYMENT AMOUNT: \$0

PURPOSE: City Portion of Retaining Wall

SECURITY: Mortgage

OTHER HP LOANS:

Loan #	Balance	Rate	Term	Payment	Maturity
CHPSIDGOR	\$9,825 f	0%	120 mos	\$0	7/20/2020
HPRGORD45	\$4,118	4%	60 mos	\$31.99	8/15/2020
HPRWGORD0	\$14,067	0%	180 mos	\$110.81	12/15/2026

UNDERWRITER'S REVIEW:

The borrower is requesting that the city portion of the retaining wall loan be forgiven. The City Building Inspector has inspected the property and has found that no additional maintenance is required and passes inspection.

UNDERWRITER'S RECOMMENDATION:

I would recommend the request for approval as presented

Request for Windows Loan

DATE: 6/08/2016

APPLICANT: Edwin & Anita Smith

PROPERTY ADDRESS: 12 Dakota, Deadwood

LOAN AMOUNT: \$3,200 (Forgivable 10% per year)

INTEREST RATE: 0%

TERM: 120 Month

PAYMENT AMOUNT: \$0

PURPOSE: Windows

SECURITY: 2nd Mortgage

OTHER EXISTING HP LOANS:

Loan # Balance Rate Term Payment Maturity

NA

UNDERWRITER'S REVIEW: (Owner Occupied)

3.42% LTV, 13.559% Overall DTI

The applicants have good Credit Scores, substantial liquid assets and stable income

UNDERWRITER'S RECOMMENDATION:

Based on the low DTI, LTV as well as stable income, availability of liquid assets and good credit scores, I would recommend approval of this forgivable loan.