

Dickinson Historic Preservation Commission
Meeting Minutes
February 16, 2017

The Dickinson Historic Preservation Commission convened at the Dickinson Museum Center at 4 pm on 2/16/2017 after a 7 month hiatus.

Present:

Bob Fuhrman, Historic Preservationist/Museum Director, City of Dickinson
Steve Josephson, Planner, Stark County & City of Dickinson, Commissioner
Annette Neubert, Archaeologist, Bureau of Land Management, Commissioner
Jared Twogood, Architect, GT Architecture, Commissioner
Walter Hadley, Planning Director, City of Dickinson

Due to the prolonged departure from regular Commission meetings and the recent arrival of Bob Fuhrman as City staff representative to the Commission, this meeting served as a starting point to bring the Commission back to an active status. Due to the lack of a quorum no business was transacted but the minutes of 7/21/2016 were circulated.

There was a general discussion concerning the recruitment of qualified and interested members. Jared volunteered to seek input from the Downtown Business District and all agreed to give some consideration to potential nominees. Public notice should also be circulated and Bob is checking with Linda Carlson on the specifics of the nomination procedures for candidates that are approved by the State Historical Society.

Bob Fuhrman reported that his discussions with Linda Carlson indicated that the Commission's budget for 2017 is set at \$500.

Local Landmark Report-there was no report but the local program was discussed.

Renaissance Zone Report-pending State legislation to terminate the Renaissance Zone program was discussed. It appears that no new projects would be allowed after 12/31/2017. Walter and Steve discussed the Ivanhoe Hotel building as it relates to the program.

Archaeological Report-Annette discussed the archeological aspect of local historic preservation in Dickinson. Due to extensive build-up since the city's settlement there are few traces of indigenous archeological evidence found in the city (some around Lake Patterson), however, archeological evidence of early non-indigenous developments are not unheard of.

Old Business-none.

New Business-it was generally agreed that a discussion of a Historic Preservation Plan for Dickinson should be discussed when the Commission is fully reconstituted to its intended number of Commissioners.

Meeting adjourned at 5 pm. These minutes submitted by Bob Fuhrman, secretary *pro-tem*

Dickinson Historic Preservation Commission
Meeting Minutes
March 16, 2017

The Dickinson Historic Preservation Commission convened at the Dickinson Museum Center at 4 pm on 2/16/2017 after a 7 month hiatus.

Present:

Bob Fuhrman, Historic Preservationist/Museum Director, City of Dickinson
Steve Josephson, Planner, Stark County & City of Dickinson, Commissioner
Jared Twogood, Architect, GT Architecture, Commissioner
Walter Hadley, Planning Director, City of Dickinson

Excused:

Annette Neubert, Archaeologist, Bureau of Land Management, Commissioner

Due to the lack of a quorum no business was transacted but the minutes of 2/16/2017 were circulated.

Additional candidates for the Commission were discussed. The Commission vacancies are posted on the City's web site and on Channel 19; the vacancies were also announced at the Stark County Historical Society's recent board meeting. It has been suggested to circulate word about the vacancies to DSU, local schools, via the Chamber of Commerce, etc.

Local Landmark Report-the local landmark list was reviewed and the possibility of inviting one of the potentially eligible structures to be nominated was discussed as a way to jump-start the landmark program and generate some attention for the work of the Commission.

Renaissance Zone Report-Steve reported that elimination of the Renaissance Zone program seems unlikely although there may be some changes as the zones relate to TIF districts..

Archaeological Report-Annette submitted the following: her agency (BLM) may possibly work with Parks and Rec to develop signs along Patterson Lake's walking trail regarding prehistoric cultures in the area.

Old Business-Bob reported that he was informed by Linda Carlson that the HPC has a \$3417.26 fund balance as of 12/31/2016.

New Business-Bob was directed to review the HPC ordinance as it relates to what expenditures the Commission is allowed to make.

Meeting adjourned at 5:20 pm. These minutes submitted by Bob Fuhrman, secretary *pro-tem*

Dickinson Historic Preservation Commission
Meeting Minutes
April 20, 2017

The Dickinson Historic Preservation Commission convened at the Dickinson Museum Center at 10:30 am on 4/20/2017.

Present:

Bob Fuhrman, Historic Preservationist/Museum Director, City of Dickinson
Steve Josephson, Planner, Stark County & City of Dickinson, Commissioner
Jared Twogood, Architect, GT Architecture, Commissioner
Walter Hadley, Planning Director, City of Dickinson

Excused:

Annette Neubert, Archaeologist, Bureau of Land Management, Commissioner

Due to the lack of a quorum no business was transacted but the minutes of 3/16/2017 were circulated.

Additional candidates for the Commission were discussed. An approach has been made to DSU appealing for interested candidates. It was determined to solicit Interim City Attorney Cripe for suggestions for possible candidates given her community ties and involvement with the local young professionals group.

Local Landmark Report-at Steve's suggestion the Commission's May meeting will be a driving tour of designated local landmarks as well as drive-bys of several properties believed eligible for local landmark designation. The concept of determining a three property 'class' of initial local landmark nominations was discussed. Properties such as the 1891 St. John's Episcopal Church, today's The Brew Coffee Bar, could be included in such an initial nomination class.

Renaissance Zone Report-Steve provided a short report on the Zone.

Archaeological Report-None.

Old Business-Bob reported on how the Commission had expended funds in years past. Although detailed records are not readily available it seems that in the past funds were used for printing informational brochures and pamphlets as well as the staff time needed to research and compose these publications. This scenario fits into expenditures allowed by the Historic Preservation ordinance.

New Business-General discussion of façade improvement programs and Walter volunteered to reserve a City van for the May meeting driving tour.

Meeting adjourned at 11:25 am. These minutes submitted by Bob Fuhrman, secretary *pro-tem*

Dickinson Historic Preservation Commission
Meeting Minutes
April 20, 2017

The Dickinson Historic Preservation Commission convened at the Dickinson Eagles Club at 1:15 pm on 5/18/2017.

Present:

Bob Fuhrman, Historic Preservationist/Museum Director, City of Dickinson
Steve Josephson, Planner, Stark County & City of Dickinson, Commissioner
Walter Hadley, Planning Director, City of Dickinson

Excused:

Annette Neubert, Archaeologist, Bureau of Land Management, Commissioner, Jared Twogood, Architect, GT Architecture, Commissioner.

Prior to the meeting Fuhrman, Josephson and Hadley attended the meeting of the Downtown Dickinson Association where Fuhrman explained what the HPC does and that the Commission was seeking more commissioners to fill open seats.

Following the Downtown Association meeting the HPC adjourned to a city van for a driving tour of designated local landmarks, designated National Register properties and other properties of varying historical importance or interest. All properties listed in the "Discover Downtown Dickinson" brochure were visited along with:

- Dickinson State University campus
- Southside residential neighborhoods including housing traditionally associated with railroad workers
- Several local churches or former churches
- The proposed Renaissance Zone expansion area
- Patterson Lake and Dickinson Country Club area

Due to the lack of a quorum no business was transacted but the minutes of 4/20/2017 were circulated.

New Business-Steve reminded all that there will be a public meeting on the proposed Renaissance Zone expansion at City Hall at 5 pm on June 14.

Meeting adjourned at 3:00 pm. These minutes submitted by Bob Fuhrman, secretary *pro-tem*.

Dickinson Historic Preservation Commission
Meeting Minutes
June 22, 2017

The Dickinson Historic Preservation Commission convened at the Dickinson Museum Center at 4:00 pm on 6/22/2017.

Present:

Bob Fuhrman, Historic Preservationist/Museum Director, City of Dickinson
Steve Josephson, Planner, Stark County & City of Dickinson, Commissioner
Jared Twogood, Architect, GT Architecture, Commissioner
Walter Hadley, Planning Director, City of Dickinson

Excused:

Annette Neubert, Archaeologist, Bureau of Land Management, Commissioner

Due to the lack of a quorum no business was transacted but the minutes of 5/18/2017 were circulated.

It was reported that Josephson, Hadley and Fuhrman attended the May meeting of the Downtown Association to spread the word about HPC activities and the need for additional commission members. Commission vacancies were also announced and discussed by the same three at the recent Renaissance Zone public meeting held on June 14 at City Hall.

Local Landmark Report/Renaissance Zone Report-Steve reported that he left information at The Brew coffee shop for the owner indicating the Commission's interest in possibly designating the building a local landmark. The May driving tour of local landmarks, Renaissance Zone and points of historic interest was then discussed. Discussion of areas of potential historical interest on the City's Southside followed as did a more developed discussion of the Renaissance Zone expansion plan, west along Villard and north to the DSU campus.

The possibility of adding relocated historic structures (such as those in Prairie Outpost Park, etc.) to the list of local landmarks was discussed. The concept received a generally favorable response.

Archaeological Report-None.

Old Business-Bob reported that the local landmarks brochure printing has been exhausted and that he expended \$609 from fund #216 to cover the reprint cost, said reprint expenditure made after confirming with the Finance Dept. the continued availability of those funds for HPC purposes. After this expenditure Fund #216 has approximately \$2800 remaining. The CVB regularly uses the brochures in visitor packets and they are available for the public at the Museum Center, CVB, Library, etc.

New Business-Steve discussed the several downtown murals and the possibility of including them in the local landmark walking tour brochure when it is next revised. There followed a discussion of public art in general and the possibility of including references to such, as well as significant public memorials, in future landmark brochures. A discussion then followed about public art concepts tied to the promotion of resources such as the Museum Center, the Chicago Cows project being one example of how that might be accomplished, substituting dinosaur casts in Dickinson.

Meeting adjourned at 5:15 pm. These minutes submitted by Bob Fuhrman, secretary *pro-tem*.

Dickinson Historic Preservation Commission
Meeting Minutes, September 21, 2017

The Dickinson Historic Preservation Commission convened at the Dickinson Museum Center at 4:00 pm on 9/21/2017.

Present:

Bob Fuhrman, Historic Preservationist/Museum Director, City of Dickinson
Steve Josephson, Planner, Stark County & City of Dickinson, Commissioner
Walter Hadley, Planning Director, City of Dickinson

Excused:

Annette Neubert, Archaeologist, Bureau of Land Management, Commissioner
Jared Twogood, Architect, GT Architecture, Commissioner

Due to the lack of a quorum no business was transacted but the minutes of 8/17/2017 were circulated.

Recruitment of additional Commission members-Bob reported that Paige Worley has been approved as a HPC Commissioner by both the North Dakota State Historic Preservation Office and the City Commission. Steve reported that he has dropped recruiting requests to the Stark Development Corporation and Vision West.

Local Landmark Report-Annette's written remarks on the nomination form were shared and it was generally agreed that the form as presented works in terms of gathering the required information. A short introductory paragraph, taken from the Historic Preservation ordinance was added. Bob was requested to begin compiling a list of potential additions to the Local Landmark roster.

Renaissance Zone Report-Steve reported that the expanded Renaissance Zone was presented to the Planning and Zoning Commission on 9/20/2017 and the Commission is recommending approval to the City Commission.

Archaeological Report-None.

Old Business-None.

New Business-three issues were discussed:

- 1) Bob reported that he received two Historical American Engineering Record Documentation reports from JLK Engineering related to the planned replacements of two bridges in Stark County. Copies of the report come to the Museum Center as it is the repository for the Stark County Historical Society records. Such reports are typically shared with local State Historical Society affiliates.
- 2) Bob reported that Lisa Steckler, Historic Preservation Planner/CLG Coordinator and Amy Munson, Grants and Contractors Officer with the State Historical Society of North Dakota will be visiting on 10/25/2017 for the quadrennial review of Dickinson's Certified Local Government status. In addition to meeting with Bob they are requesting at least one member of the Commission be present for the review which is scheduled to begin at 10:30 a.m. and last about 1 ½ hours. Please let Bob know if you would be able to participate.
- 3) Steve began a discussion of possibly pursuing the creation of an historic district in Dickinson, indicating that some property owners in the downtown area might be interested. Bob shared a 2013 grant request to the State Historic Preservation Office for that purpose. The grant, which covered an 8-square block area, was approved but the Commission did not undertake the project. Discussion touched on the merits of the original grant area, a non-contiguous district possibly extending out to DSU, or a district encompassing the original town plat. Bob was directed to research the process for such an undertaking and to utilize state staff as a resource. Steve also mentioned the possibility of pursuing the creation of an historic preservation plan at some point in the future.

Meeting adjourned at 5:10 pm. These minutes submitted by Bob Fuhrman, secretary *pro-tem*.

Dickinson Historic Preservation Commission
Meeting Minutes
July 20, 2017

The Dickinson Historic Preservation Commission convened at the Dickinson Museum Center at 4:00 pm on 7/20/2017.

Present:

Bob Fuhrman, Historic Preservationist/Museum Director, City of Dickinson
Steve Josephson, Planner, Stark County & City of Dickinson, Commissioner
Jared Twogood, Architect, GT Architecture, Commissioner
Walter Hadley, Planning Director, City of Dickinson

Excused:

Annette Neubert, Archaeologist, Bureau of Land Management, Commissioner

Due to the lack of a quorum no business was transacted but the minutes of 6/22/2017 were circulated.

Recruitment of additional Commission members-Bob Fuhrman will see that an appeal for Commission candidates is posted on the City's web site and will also ask Shawn Kessel or Linda Carlson to announce the vacancies at a future City Commission meeting.

Local Landmark Report-the current Local Landmark nomination form was circulated and discussed. Steve suggested that everyone review with an eye to condensing the nomination form while keeping it simple and user-friendly. He asked that commission members further review the form and bring their suggestions to the august Commission meeting.

Renaissance Zone Report-Steve reported that to date 10 Renaissance Zone projects have been completed since 2005. He has also surveyed the proposed expansion zone for potential projects and asked Bob to conduct drive-bys in order to identify any that may have any type of historical significance. Bob has agreed to do this when Steve forwards him the list of addresses.

Steve also noted that there might be a possibility that the Stark Development Corporation is considering a façade-improvement program. Given that several people have tried to use the Renaissance Zone program for this in the past but were ineligible due to the improvements failing to meet the 50% property value threshold, Steve expressed hope that such a program would allow for such projects to finally be realized.

Archaeological Report-None.

Old Business-None

New Business-None

Meeting adjourned at 5:05 pm. These minutes submitted by Bob Fuhrman, secretary *pro-tem*.

Dickinson Historic Preservation Commission
Meeting Minutes
August 17, 2017

The Dickinson Historic Preservation Commission convened at the Dickinson Museum Center at 4:00 pm on 8/17/2017.

Present:

Bob Fuhrman, Historic Preservationist/Museum Director, City of Dickinson
Steve Josephson, Planner, Stark County & City of Dickinson, Commissioner
Jared Twogood, Architect, GT Architecture, Commissioner
Walter Hadley, Planning Director, City of Dickinson

Excused:

Annette Neubert, Archaeologist, Bureau of Land Management, Commissioner

Due to the lack of a quorum no business was transacted but the minutes of 7/20/2017 were circulated.

Recruitment of additional Commission members-Bob reported that a Citizen interest Form was received by City administration indicating that Paige Worley of Dickinson has expressed interest in serving on city commissions or committees including the Historic Preservation Commission. Bob will contact Ms. Worley.

Local Landmark Report-Bob was asked to re-circulate the Local Landmarks nomination form for further review by Commission members.

Renaissance Zone Report-Bob presented his historic resources survey report related to those areas proposed as the expanded Renaissance Zone. Jared indicated that he had access to resources that might identify the original Oasis Motel architect. Walter suggested that Bob consider the service station just east of the old Highway Dept. garage for possible inclusion in his report.

Steve asked Bob to prepare a set of Power Point slides related to the historic resources survey for possible use at public meetings or as part of a report to the City Commission.

Archaeological Report-None.

Old Business-Steve mentioned the Stark County Development Corporation's proposed façade improvement program and indicated he would keep the Commission informed on any progress.

New Business-A discussion on planning and zoning touched on general issues and procedures that, while not specifically related to historic preservation, were illustrative of how HPC issues should not be addressed in isolation but rather as part of the fabric of the entire community.

Meeting adjourned at 5:05 pm. These minutes submitted by Bob Fuhrman, secretary *pro-tem*.

Dickinson Historic Preservation Commission
Meeting Minutes, October 17, 2017

The Dickinson Historic Preservation Commission convened at the Dickinson Museum Center at 4:00 pm on 10/17/2017.

Present:

Bob Fuhrman, Historic Preservationist/Museum Director, City of Dickinson
Steve Josephson, Planner, Stark County & City of Dickinson, Commissioner

Excused:

Annette Neubert, Archaeologist, Bureau of Land Management, Commissioner
Jared Twogood, Architect, GT Architecture, Commissioner
Paige Worley, Commissioner
Walter Hadley, Planning Director, City of Dickinson

Due to the lack of a quorum no business was transacted but the minutes of 9/21/2017 were circulated.

Bob reported that Annette Neubert has resigned from the Commission due to scheduling conflicts with work and family obligations. Annette has indicated that she would be available for consulting on archaeological issues for the Commission.

Commission nominees-Walter suggested via email that we explore the possibility of combining the HPC with the Urban Forestry Board and Planning Commission. Bob will discuss this with staff from the State Department of Historic Preservation next week when they visit.

Renaissance Zone Report-Steve reported that the expanded Renaissance Zone has been approved by the City Commission and will now go on to the State for final confirmation.

Archaeological Report-see above.

Old Business- two issues were discussed:

- 1) Bob reported that Lisa Steckler, Historic Preservation Planner/CLG Coordinator and Amy Munson, Grants and Contractors Officer with the State Historical Society of North Dakota will be visiting on 10/25/2017 for the quadrennial review of Dickinson's Certified Local Government status. In addition to meeting with Bob they are requesting at least one member of the Commission be present for the review which is scheduled to begin at 10:30 a.m. and last about 1 ½ hours. It is not clear if any commissioners will be available at this point.
- 2) The 2013 HPC grant application related to the survey needed pursuant to creating a historic district was discussed. Bob will explore this further next week when State Preservation Office staff is here for the CLG review visit. Steve also mentioned the possibility of pursuing the creation of an historic preservation plan at some point in the future, probably after the issue of a historic district is resolved or at least in process.

New Business-None.

Meeting adjourned at 5:15 pm. These minutes submitted by Bob Fuhrman, secretary *pro-tem*.

**Dickinson Historic Preservation Commission
Meeting Minutes, November 21, 2017**

The Dickinson Historic Preservation Commission convened at the Dickinson Museum Center at 4:00 pm on 11/21/2017.

Present:

Bob Fuhrman, Historic Preservationist/Museum Director, City of Dickinson
Steve Josephson, Planner, Stark County & City of Dickinson, Commissioner
Walter Hadley, Planning Director, City of Dickinson

Excused:

Jared Twogood, Architect, GT Architecture, Commissioner and Paige Worley, Commissioner

Due to the lack of a quorum no business was transacted but the minutes of 10/17/2017 were circulated.

Renaissance Zone Report-Steve reported that the US House of Representative's tax reform bill includes the elimination of historic preservation tax credits. Prior to the meeting Steve circulated via email several articles related to this development. It is unknown if the Senate will keep this provision in the tax reform bill.

Certified Local Government Quadrennial Review-Bob reported on the review visit by Lisa Steckler, Historic Preservation Planner/CLG Coordinator and Amy Munson, Grants and Contractors Officer from the State Historical Society of North Dakota on 10/25/2017. The reviewers confirmed that we meet the requirements for continuing our CLG status and discussed several issues:

- The reviewers recommended not combining the Historic Preservation Commission with any other city commissions or boards as this would require a change to the HPC ordinance.
- Ms. Steckler indicated that she would send Bob samples of Historic Preservation Plans from other North Dakota CLGs to be considered when the Commission is ready to begin formulating a plan for Dickinson.
- Before taking on the possible creation of an historic district (contiguous or non-contiguous) the reviewers recommended contacting the State's Architectural Historian to inquire about the status of any incomplete National Register nominations on file with the State.

Bob then reported on follow-ups from that meeting:

- We have received sample Historic Preservation Plan materials from Ms. Steckler for Grand Forks and Pembina County.
- Ms. Stickler made available for download 1,696 North Dakota Cultural Resource Survey Site Forms for Stark County in digital format. A cursory examination of the collection shows site forms for many properties in Dickinson's original plat as well as numerous sites outside of the city. Surveyed sites include structures as well as sites with archeological potential. These files are now stored on the Museum Center server.
- Bob contacted Lorna Meidinger, the State's Architectural Historian, concerning any incomplete National Register Nominations on file for properties in Dickinson. She reported that the only incomplete nomination is for the Superintendent's residence and office at the Dickinson Research and Extension Center which was begun in 1992, revived in 2008 but is still incomplete. Ms. Meidinger shared the complete file with Bob via email.

In discussion following this report Bob was directed to contact the current director of the Research and Extension Center and inquire if they are interested in the HPC undertaking to have the National Register nomination completed and submitted.

Old & New Business-None.

Meeting adjourned at 5:15 pm. These minutes submitted by Bob Fuhrman, secretary *pro-tem*.

**Dickinson Historic Preservation Commission
Meeting Minutes, December 19, 2017**

The Dickinson Historic Preservation Commission convened at the Dickinson Museum Center at 4:00 pm on 12/19/2017.

Present:

Bob Fuhrman, Historic Preservationist/Museum Director, City of Dickinson
Steve Josephson, Planner, Stark County & City of Dickinson, Commissioner
Jared Twogood, Architect, Commissioner
Paige Worley, Citizen at Large, Commissioner
Walter Hadley, Planning Director, City of Dickinson

Minutes of 11/21/2017 were circulated and approved on motion of Mr. Josephson, second by Mr. Twogood, unanimously approved.

Renaissance Zone Report-Steve provided a general overview of the Renaissance Zone program for new Commissioner Worley and added that as of today the status of the historic preservation tax credits was still uncertain.

Possible completion of Dickinson Research Center National Register Nomination-Bob reported that he has contacted Dr. Kris Ringwall concerning the possibility of the Commission undertaking to complete a National Register Nomination for the Dickinson Research Extension Center's superintendent's office and residence building. Dr. Ringwall offered to discuss this further with Bob after the New Year. Bob will follow-up.

Old Business-Commissioners inquired as to the dates for the 2018 Preservation Conference. Bob will be checking to see if a date has been set yet.

New Business-The 2018 Commission meeting dates were shared-all the 3rd Tuesday of each month.

Walter and Jared provided an overview of the downtown plaza project.

On nomination by Jared and second by Paige, Steve was elected to serve as Commission Chairperson beginning at the January meeting. On nomination of Steve and second by Paige, Jared was elected to serve as Vice-chairperson.

Meeting adjourned at 4:55 pm. These minutes submitted by Bob Fuhrman, secretary *pro-tem*.