

**BISMARCK HISTORIC PRESERVATION COMMISSION
MEETING MINUTES
February 21, 2024**

The Bismarck Historic Preservation Commission met on Wednesday, February 21, 2024, at 3:00 p.m. in the Tom Baker Meeting Room in the City-County Office Building, 221 North 5th Street. The meeting was held in person and via Zoom. Dakota Media Access was present to record the meeting and archive on freetv.org for public viewing. Chair Sakariassen presided.

Commissioners present were Michael Connelly, Damita Engel, Tory Jackson, Beth Nodland, Amy Sakariassen and John Swanson.

Staff members present were Sandra Bogaczyk – Office Assistant, Ben Ehreth – Community Development Director, Daniel Nairn – Planning Manager, Lauren Oster – Planner and Stephanie Pretzer – Assistant City Attorney.

Guest present was Bonnie Staiger – American Institute of Architects (AIA).

MINUTES

Chair Sakariassen called for consideration of the minutes of the January 17, 2024, meeting of the Historic Preservation Commission.

MOTION: A motion was made by Commissioner Swanson to approve the minutes of the January 17, 2024, meeting of the Historic Preservation Commission. The motion was seconded by Commissioner Engel and with Commissioners Connelly, Engel, Jackson, Nodland, Swanson and Chair Sakariassen voting in favor of the motion, the motion was approved.

PUBLIC COMMENT

Chair Sakariassen asked if there were any public comments.

Bonnie Staiger, representing the American Institute of Architects (AIA), offered the Commission an AIA publication which includes the Highland Acres development. Chair Sakariassen thanked Mrs. Staiger, who offered to resupply the Commission when necessary and offered Stacey Krumweide as the contact for AIA communications.

Mr. Swanson suggested offering Timeline books to the AIA and thought they might be included in future communication about Historic Preservation Commission activities. Chair Sakariassen agreed and asked staff to add them to appropriate email communication lists.

There being no further public comments, Chair Sakariassen resumed the meeting.

2022 HISTORIC PRESERVATION FUND GRANT UPDATE

Ms. Oster presented images of proposed banner designs as submitted by the subcommittee.

There was discussion about the scale and appropriateness of each design and how many designs should be printed.

Staff requested final comments from members to send the project to the printers.

MOTION: A motion was made by Commissioner Connelly to approve Indigo Sign to print the Highland Acres Historic District banners. The motion was seconded by Commissioner Jackson and with Commissioners Connelly, Engel, Jackson, Nodland, Swanson and Chair Sakariassen voting in favor of the motion, the motion was approved.

There was discussion about creating a Talking Trails project for Highland Acres and consensus to consider it at a later date.

2023 HISTORIC PRESERVATION FUND GRANT UPDATE

Ms. Oster updated Commission members on the availability of historical maps.

There was discussion about the National Alliance of Preservation Commissions (NAPC) Conference in Florida July 31 through August 4, 2024. There was consensus to delay a decision about naming attending commissioners until next month's regular meeting.

DOWNTOWN HISTORIC RESOURCES PRESENTATION

Ms. Nodland stated that she is presenting as a private person several historic aspects of the downtown including 76 buildings and the larger district. She shared images and information, identified themes and other suggestions for consideration of how to interpret the Downtown Historic District, which is included in the meeting packet. Ms. Nodland suggested that Commissioners look at buildings from 1951 to present day to create a new historic plan for the Preservation Plan.

Chair Sakariassen and Commissioners agreed to re-explore how to present the downtown in modern ways and thanked Ms. Nodland for her presentation.

HISTORIC PRESERVATION GUIDE FOR NEIGHBORHOOD REINVESTMENT INITIATIVE

Ms. Oster described the Neighborhood Reinvestment Initiative (NRI) which was unanimously approved by the Bismarck City Commission on February 13, 2024. She described the opportunity the Historic Preservation Commission has to create a local historic preservation information guide to support and educate community members interested in this initiative, as stated in the memorandum included in the meeting packet.

There was discussion about opportunities to support the initiative.

Mr. Swanson prompted staff for clarification of the mentioned interest rate noted in the meeting packet. Ms. Oster explained some financial and eligibility markers involved with the program and stated that applications would be accepted between March 18, 2024 and the end of October, 2024. She stated that the program would be re-evaluated every year

Mr. Connelly prompted staff for clarification on the possible participating financial institutions. Ms. Oster stated that interest rates are updated every year and set by the financial institution.

Ms. Engel asked staff which communities are involved in the incentive program and Ms. Oster listed several cities in North Dakota.

HISTORIC PRESERVATION PLAN UPDATE

Ms. Oster summarized the updated Preservation Plan draft as directed by Commissioners and recommended discussing the possible formation of a subcommittee to prioritize actions and determine a tentative timeline to complete the plan.

There was discussion about possible members of a subcommittee after considering the updated status and steps which staff prepared and included in the meeting packet along with a draft Historic Preservation Plan.

MOTION: A motion was made by Commissioner Engel to approve the formation of a subcommittee to review the Historic Preservation Plan. The motion was seconded by Commissioner Nodland and with Commissioners Connelly, Engel, Jackson, Nodland, Swanson and Chair Sakariassen voting in favor of the motion, the motion was approved.

Mr. Swanson, Mr. Jackson and Ms. Engel nominated themselves to be on the subcommittee and agreed to invite community stakeholders, which staff supported to administrate.

REVIEW OF DRAFT HISTORIC PRESERVATION PLAN SURVEY

Ms. Oster presented a draft survey per Commissioners' suggestions and requested members to edit and comment. She stated that it will be on the City of Bismarck website for public comment once approved and available for two weeks.

Several suggestions were made by various members for improvement to the survey questions.

There was discussion about methods for making the survey available to various ages of possible respondents including a suggestion from Ms. Nodland to include an announcement of the survey at City Commission. Mr. Connelly agreed to do so. Ms. Oster agreed to create a QR code for access to the survey.

Ms. Engel suggested that the survey might include a request for anyone wanting to participate in updating the Historic Preservation Plan, separate from the answers they provide on the survey. Mr. Nairn said yes.

OTHER BUSINESS

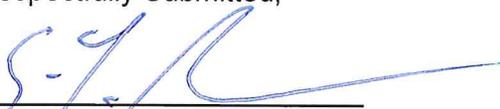
Mr. Swanson asked about the status of the Belle Mehus renovation. Ms. Oster stated that she will follow up at the next meeting.

Chair Sakariassen asked Ms. Oster to ask Lorna Meidinger to address Historic Preservation Commission members about historic districts and what is involved in getting buildings on the National Register of Historic Places. Ms. Oster agreed to see if Ms. Meidinger is available for the March or April regular meeting.

ADJOURNMENT

There being no further business, Chair Sakariassen declared the meeting of the Bismarck Historic Preservation Commission adjourned at 4:38 p.m. to meet again on March 20, 2024, at 3:00 p.m. in the Tom Baker Meeting Room.

Respectfully Submitted,



Sandra Bogaczyk
Recording Secretary



Amy Sakariassen
Chair