

# Historic Preservation Commission Meeting Agenda

Wednesday, July 22, 2026 at 4:00 PM

City Hall, 102 Sherman Street, Deadwood, SD 57732

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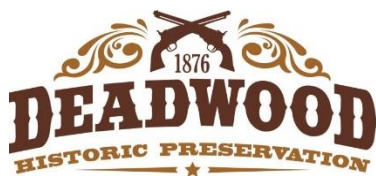
1. **Call Meeting to Order**
2. **Roll Call**
3. **Approval of Minutes**
  - [a.](#) HPC Meeting Minutes July 8, 2026
4. **Voucher Approvals**
5. **HP Programs and Revolving Loan Program**
  - a. HP Revolving Loan Requests
    - Tyler Peterson, 49 Terrace, Windows/Doors/Siding Loans
    - Danika McFarland, 37 Lincoln, Loan Extension
    - Tracy and Melvin Owens, 23 Centennial, Loan Extension
  - b. Neighborworks Updates
6. **Old or General Business**
  - [a.](#) Permission for Historic Preservation to apply to become a Certified Local Government through the State Historic Preservation Office
7. **New Matters Before the Deadwood Historic District Commission**
  - [a.](#) COA 260147 - 57, 59, 61 Sherman St. - Gerard Keating - Rear Garage Doors and Masonry Repair
8. **New Matters Before the Deadwood Historic Preservation Commission**
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 considered but no action will be taken at this time.)
12. **Adjournment**

**Note:** 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 regularly scheduled Historic Preservation Commission Meeting.



## Historic Preservation Commission Meeting Minutes

Wednesday, July 08, 2026 at 4:00 PM

City Hall, 102 Sherman Street, Deadwood, SD 57732

### 1. Call Meeting to Order

A quorum present, Commissioner Chair Knipper called the Deadwood Historic Preservation Commission meeting to order on July 8, 2026, at 4:00 p.m., at City Hall.

### 2. Roll Call

PRESENT

HP Commissioner Chair Anita Knipper  
 HP Commissioner Vice Chair Jesse Allen  
 HP Commissioner 2nd Vice Chair Beverly Posey  
 HP Commissioner Bobby Rock  
 HP Commissioner Alexandra Lux  
 HP Commissioner Molly Brown  
 HP Commissioner Diana Williams

City Commissioner Charles Eagleson

STAFF PRESENT

Kevin Kuchenbecker, Planning, Zoning and Historic Preservation Officer  
 Bonny Anfinson, Historic Preservation Coordinator  
 Cammie Schmidt, Administrative Assistant

Susan Trucano, Neighborworks

### 3. Approval of Minutes

- a. HP Meeting Minutes June 24, 2026

***It was motioned by Commissioner Lux and seconded by Commissioner Posey to approve minutes of the June 24, 2026, meeting. Voting Yea: Rock, Posey, Lux, Knipper, Allen, Brown, Williams.***

### 4. Voucher Approvals

- a. HPC Operating Vouchers July 8, 2026

***It was motioned by Commissioner Posey and seconded by Commissioner Brown to approve the operating vouchers in the amount of \$29,726.01. Voting Yea: Rock, Posey, Lux, Knipper, Allen, Brown, Williams.***

- b. HP Grant Vouchers

***It was motioned by Commissioner Posey and seconded by Commissioner Brown to approve the grant vouchers in the amount of \$695.43. Voting Yea: Rock, Posey, Lux, Knipper, Allen, Brown, Williams.***

- c. HP Revolving Loan Vouchers

***It was motioned by Commissioner Allen and seconded by Commissioner Posey to approve Revolving Loan Vouchers in the amount of \$5,019.73. Voting Yea: Rock, Posey, Lux, Knipper, Allen, Brown, Williams.***

## **5. HP Programs and Revolving Loan Program**

- a. HP Revolving Loan Request

Brad & Sheila Beuckens - 31 Centennial Ave. - Retaining Wall Loan

Mrs. Trucano stated the borrower is requesting approval for a retaining wall in the back of the house. The loan request was reviewed by the Loan Committee and favorable comments were received and recommend to approve.

***It was motioned by Commissioner Allen and seconded by Commissioner Lux to accept Brad and Sheila Beuckens, 31 Centennial Ave, into the Retaining Wall Loan Program. Voting Yea: Rock, Posey, Lux, Knipper, Allen, Brown, Williams.***

- b. Neighborworks Updates

Mrs. Trucano stated there are no new updates at this time.

- c. Accept 794 Main Street into the Retaining Wall Program

Mr. Kuchenbecker stated this property is owner occupied, contributing. The applicant has submitted the required paperwork. Staff as well as the Loan Committee has determined the proposed project and the applicant meets the criteria for the program. Staff will coordinate with the applicant during the proposed project. The applicant did receive quotes and this retaining wall will be a fifty-fifty split. The City of Deadwood would pay \$5,279.00.

Commissioner Posey asked if we intend to re-stack the rocks.

Mr. Kuchenbecker stated the applicant received a quote from Blackburn Basement Repair. They will put in a short concrete wall and then stack stone around it.

***It was motioned by Commissioner Brown and seconded by Commissioner Lux to accept 794 Main Street into the Retaining Wall Program. Voting Yea: Rock, Posey, Lux, Knipper, Allen, Brown, Williams.***

- d. Preservation Grant Program Application

Jeff & Kris Sampson - 25 McKinley St. - Enter into Elderly Resident Program

Mrs. Anfinson stated we received a request from Jeff and Kris Sampson, 25 McKinley St, to be entered into the Elderly Resident Grant Program to put beams underneath the structure. The Loan Committee reviewed the application and recommend approval.

***It was motioned by Commissioner Allen and seconded by Commissioner Lux to accept 25 McKinley into the Elderly Resident Program. Voting Yea: Rock, Posey, Lux, Knipper, Allen, Brown, Williams.***

## **6. Old or General Business**

### **a. Deadwood Chamber Yearly Report and Review**

Ms. Kille presented an annual report on how the Chamber of Commerce utilizes the Historic Preservation funds and thanked Commission for the funds available. Most of the information provides insight on what the funding was used for and there is a detailed breakdown in the report of all the marketing funds in there specific categories.

Ms. Boettcher discussed in detail the different areas and social media sites where additional marketing takes place - from video ads of Deadwood to how many people visit websites, social media profiles, and physically in town. The Chamber of Commerce created a website/app specifically for Deadwood, to set up your trip right at your fingertips for visitors that can set a scheduled plan while they are here visiting.

Ms. Kille stated in September 2026 the state is moving all co-op partners back to Lawrence and Schiller and that is a requirement. Everything that is done is a part of the co-op partnering and we have to use the agency that is the official agency that is working with the South Dakota Department of Tourism.

### **b. 2026 Outside of Deadwood Grants Requests - Round II**

Mr. Kuchenbecker stated a big acknowledgement goes to Bonny for putting summaries and everything required together. On June 22, the Projects Committee reviewed the 2026 Round two Outside of Deadwood Grant applications. This round included eight Outside of Deadwood Grant applications for a project total of \$193,083.00 which included requests from the program of \$80,235.00. The budget for 2026 is \$100,000.00 with two funding cycles, January and June of each year. Round two budget is set at \$50,000.00 and is shown in detail in the memo. The Projects Committee closely reviewed the applications and was able to provide funding to all eight of the applicants. The Newell Museum sign, at a cost of \$613.00, was removed and will be funding through the Public Education line item.

***It was moved by Commissioner Lux and seconded by Commissioner Rock to approve the Round II Outside of Deadwood Grants in the amount of \$50,000.00. Voting Yea: Rock, Posey, Lux, Knipper, Allen, Brown, Williams.***

## **7. New Matters Before the Deadwood Historic District Commission**

## **8. New Matters Before the Deadwood Historic Preservation Commission**

### **a. PA 260133 - 11 Jackson - Rachele Van Derwyst - Install Fence**

Mr. Kuchenbecker stated this is a contributing structure in the Ingleside Planning Unit. The applicant is requesting permission to install a four-foot-high aluminum/iron fence in front and side of the structure with two gates. 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 Commissioner Posey and seconded by Commissioner Lux based upon all the evidence presented, I move to make a finding 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. Voting Yea: Rock, Posey, Lux, Knipper, Allen, Brown, Williams.***

## **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.)

- a. International Group of Archeologist (Team C) tour of Historic Preservation Archives and Archaeological Laboratories

Mr. Kuchenbecker stated we had a tour on Monday of the Archaeological and Archives lab downstairs. Mike Runge hosted the International Leadership Program and it was Archaeologists from around the world. They were very impressed with what our community does for Historic Preservation and Archaeology.

Mr. Kuchenbecker thanked the Chamber for the partnership. The Historic Preservation Office gets an opportunity to comment and provide input on all ads through HP funds. This process seems to have worked out well over the last couple of years. He also thanked Amanda and her staff for the great communication and collaboration with our office.

Mr. Kuchenbecker stated on Monday evening we awarded the retaining wall and sidewalk at 85 Charles. That will begin next week.

Mr. Kuchenbecker stated next Thursday is the deadline for RFQ and RFP for realtor services. As we work with the City Commission we will have a broker realtor representative on a retainer for the City as we do acquisitions and sales. It's limited to the four real estate offices/brokers that have store fronts in Deadwood, which are Greg Klein, Mike Perceovich, Emily Costopoulos, and Kristine Villafuerte. We will have those proposals on Thursday, review those and make a recommendation to the City Commission moving forward.

Mr. Kuchenbecker stated there was a Trails Committee meeting today and we received a quote back for the trail from the Bunkhouse to the Lodge at Deadwood. It was over the bid limit, and we intend to reject that quote and solicit some others to see if we can get other contractors that may be interested in building that trail.

Commissioner Knipper asked how much over the quote was? Mr. Kuchenbecker stated anything over \$100,000.00 must be bid rather than quoted. It may have to be publicly bid. We have identified additional trail builders.

Mr. Kuchenbecker stated the fieldwork for the NEPA study from the Lodge at Deadwood over to Mount Roosevelt and then back over to the Broken Boot has

been completed by KLJ and now they are doing the Biological Evaluation portion of the study.

Mr. Kuchenbecker stated we received all the keys for 85 Charles. We did a walk through with the contractor and there are only a few little touch-ups they need to finalize, get the sidewalk finished and the yard put in. We will then work with our realtor to put it on the market.

Commissioner Posey asked if the Commission would have the opportunity to do a walk through at 85 Charles. Mr. Kuchenbecker stated we can certainly arrange for that to happen.

Mr. Kuchenbecker stated the City Commission approved the developer's agreement for Optima LLC to relocate the five houses. AVID4, engineering firm out of Rapid City, will be in charge of the construction administration. We will have progress meetings which will help coordinate that effort as well. We are currently working on Deed Restrictions and Conservation Easements. Lastly, we will be getting the financial guarantee.

Mr. Kuchenbecker stated Crescent Street project is moving along well and we have our progress meeting every Thursday. Last week when they removed part of the retaining wall between Crescent Street and the grandstands. One of the pillar's foundations was undermined from years of not having gutters. We were able to stabilize that but did find rot to the log. The corner of the grandstands were cribbed up by City staff and the foundation was removed. Tomorrow, they pour the foundation, leave it for seven days for strength, half-lap the replacement log and set it back down. All in all, there was roughly \$7,000.00 of unforeseen foundation work that needed to be done. The project is still scheduled for completion on October 15, 2026.

Commissioner Knipper asked if anyone needs to externally certify the grandstands, with having so many people that come and go through there, almost from a liability standpoint. Mr. Kuchenbecker stated we have a structural engineer that designed the replacement footings.

Mr. Kuchenbecker stated we did a site visit with the owners on Lincoln, and they had concerns about the large hillside cut there. We should have the final engineered plans that do not deviate from what was approved. The contractor needed some directions.

Mr. Kuchenbecker stated the water redundancy line project along Railroad had the final layer of pavement installed today. They are going through the punch list and final walk through.

Mr. Kuchenbecker stated the project at Stage Run is moving forward into the next phase of the development.

## **11. Committee Reports**

(Items considered but no action will be taken at this time.)

Commissioner Allen stated we were really thankful to work together on Round II of the Outside of Deadwood Grants. Some of them carried over from the prior round and it was great to be able to provide them with funding.

Commissioner Allen stated Deadwood Alive is starting to be more of a positive trend now with attendances. We don't have totals yet, but we can confirm the stagecoach rides, and the trials are really starting to pick up.

Commissioner Allen stated we had a Trails Committee meeting. Currently we are waiting to see what will happen with the Commuter Trail. Hopefully we can get a revised quote on that soon. It sounds like we will be receiving hand equipment to do some work on the trails from the BLM. We will do some volunteer days and get out there and do some trail building opposed to a full-scale build. We will also look into whether or not we need fencing or gates on the trails.

Mr. Kuchenbecker stated it is a great partnership with BLM, and they will help fund that equipment to utilize on the trails.

Commissioner Brown stated this weekend is the Blues Festival in Deadwood.

Commissioner Lux stated it was really great to watch the second and final vintage baseball game on July 5. Even though it was not in our favor, we love these events in the community and Mike Runge did a great job putting this all together. The entire weekend was a great turnout for Deadwood all around.

Commissioner Posey stated tomorrow there is a blood drive at the VFW from 11:00 a.m. to 5:00 p.m.

Commissioner Eagleson stated the Farmers Market is up and running on Friday from 4:00 p.m. to 7:00 p.m.

## **12. Adjournment**

**The HP Commission meeting adjourned at 4:50 p.m.**

**ATTEST:**

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**Chairman, Historic Preservation Commission**

***Minutes by Cammie Schmidt, Administrative Assistant***

OFFICE OF  
PLANNING, ZONING AND  
HISTORIC PRESERVATION  
108 Sherman Street  
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**Kevin Kuchenbecker**  
Planning, Zoning and  
Historic Preservation Officer  
Telephone (605) 578-2082  
kevin@cityofdeadwood.com

## ***MEMORANDUM***

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**Date:** July 16, 2026  
**To:** Deadwood Historic Preservation Commission  
**From:** Kevin Kuchenbecker, Historic Preservation Officer  
Bonny Anfinson, Program Coordinator  
**Re:** Certified Local Government Program

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As the Deadwood Historic Preservation Officer, I am requesting the Historic Preservation Commission and the City Commission consider the benefits for Deadwood to participate in the Certified Local Government (CLG) program on an ongoing basis. The CLG program helps legitimize historic preservation in Deadwood on a state and national level as a critical function of local government. The CLG program also leads to increased cooperation with the State Historic Preservation Office (SHPO) and the National Park Service (NPS). The program may be a source of potential funds to add to our challenging budget. Furthermore, Deadwood's participation will result in a strengthened statewide preservation network.

There are five requirements that must be met to become a Certified Local Government:

1. Enforce state or local legislation for the protection of historic properties (Deadwood meets this requirement through the enforcement of our existing preservation ordinance)
2. Have established an adequate and qualified preservation commission by state or local legislation (The Deadwood Historic Preservation Commission meets this requirement)
3. Maintain a system for the survey and inventory of historic properties (The 1993 Architectural Survey meets this requirement and the 2008 Architectural Survey will provide a valuable update)
4. Provide for adequate public participation in the local historic preservation programs (Deadwood meets this requirement through our annual Historic Preservation Symposium, Preservation Thursday programs and numerous other projects)
5. Satisfactorily perform other responsibilities delegated by the SHPO by a mutual written agreement (Deadwood has agreements with the SHPO on an annual basis)

Attached is a copy of the procedures and application check list the State Historic Preservation Office uses for the Certified Local Government Program. As you will see, the agreement is not very extensive and Deadwood already meets all the requirements.

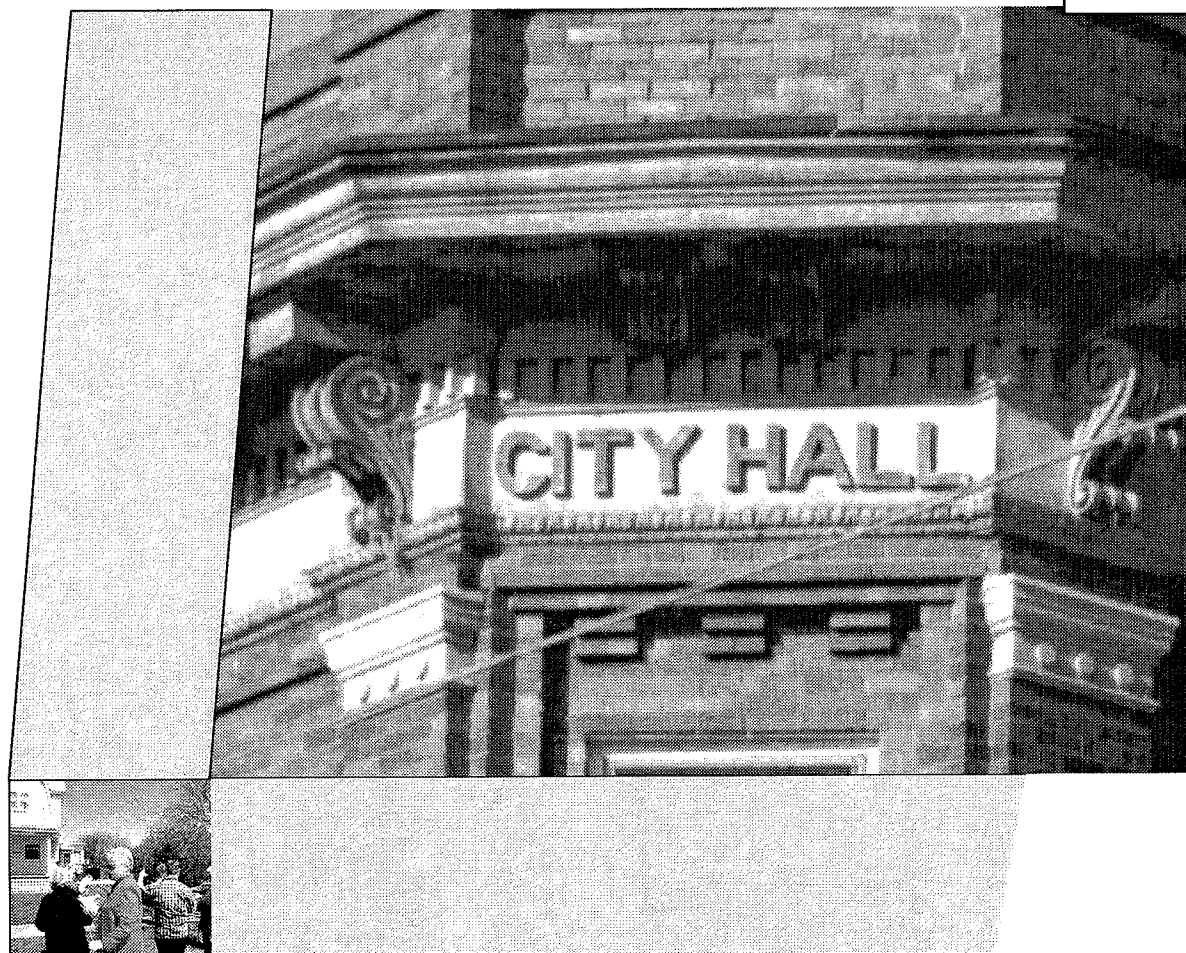
Deadwood was previously certified as a CLG through the SHPO and NPS; however, a decision was made locally at the direction of previous staff to withdraw our CLG status. An attempt was made again in 2008 but was denied at the City level.

This office's goal is to improve communications and advocacy with partners throughout the state and on national levels to enrich Deadwood's Historic Preservation efforts. It is essential for Deadwood to continue to be a leader in the field of preservation and to be recognized for our efforts. I respectfully request your full consideration of reapplying for CLG status.

Staff is requesting permission to submit an application to become a CLG once again.

**Recommended Motion:**

*Move to allow staff to submit an application to SHPO to become a Certified Local Government.*



# South Dakota: Certified Local Government Procedures

South Dakota State Historic Preservation Office

This program receives Federal financial assistance from the National Park Service. Under Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and Americans with Disabilities Act of 1990 the U.S. Department of the Interior prohibits discrimination on the basis of race, color, national origin, age, sex, or handicap in its federally assisted programs. If you believe you have been discriminated against in any program, activity, or facility as described above, or if you desire more information, please write to the Office for Equal Opportunity, U.S. Department of the Interior, Washington D.C. 20240.

This Activity has been financed with Federal funds from the National Parks Service, Department of the Interior through the South Dakota Historic Preservation Office. However, the contents and opinions do not necessarily reflect the views or policies of the Department of the Interior, nor does the mention of trade names or commercial products constitute endorsement or recommendation by the Department of the Interior.

All inquiries should be addressed to:

South Dakota State Historic Preservation Office  
Cultural Heritage Center  
900 Governors Drive  
Pierre, SD 57501-2217

Phone (605) 773-3458  
Fax (605) 773-6041

## **SOUTH DAKOTA: CERTIFIED LOCAL GOVERNMENT PROCEDURES**

**Prepared by:**

**South Dakota State Historic Preservation Office  
900 Governors Drive  
Pierre, South Dakota 57501**

**Jay D. Vogt, State Historic Preservation Officer**

South Dakota's original certified local government procedures were approved by the NPS on February 28, 1985. NPS approved revisions on October 10, 2000.



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## SECTION 1 INTRODUCTION

Since 1966, when Congress established a preservation program for the United States, the National Park Service has operated as a decentralized partnership between the federal government and the states. The federal government established a program of identification, evaluation, and protection of historic properties which the states, primarily, carry out. The success of that working relationship prompted Congress to expand the partnership to provide for participation by local governments. The National Historic Preservation Act as amended (16 U.S.C. 470 *et seq.*) contain the legal basis for the federal-state-local preservation partnership. The role of the "certified local governments" (CLGs) in the partnership includes responsibility for review and approval of nominations to the National Register of Historic Places and eligibility to apply to the state historic preservation office for funds earmarked for CLGs. The CLG Program is designed to promote the identification, documentation, and preservation of prehistoric and historic sites, structures, objects, buildings, and historic districts by expanded local involvement in historic preservation. The National Historic Preservation Act includes provisions for the State Historic Preservation Officer and the Secretary of the Interior to certify local governments to participate in the partnership. The purpose of this document is to outline how the CLG Program will be implemented in South Dakota.

## SECTION 2 REQUIREMENTS FOR CERTIFICATION OF LOCAL GOVERNMENT PROGRAMS

### **Section Overview**

Section 2 outlines in detail the five broad requirements, which must be met by the local government to become certified. These five requirements are that the local government must (1) enforce state or local legislation for the designation and protection of historic properties; (2) have established an adequate and qualified historic preservation commission by state or local legislation; (3) maintain a system for the survey and inventory of historic properties; (4) provide for adequate public participation in the local historic preservation programs, including the process for recommending properties for nomination to the National Register and (5) satisfactorily perform other responsibilities delegated to it by the State Historic Preservation Officer by a mutual written agreement. Section 2 also reviews state historic preservation law and the CLG role in its enforcement. It also outlines the requirements for the local review commission-five to ten members appointed for terms of not less than one year and, when available in the community, two of the five to ten are to be professionals from the disciplines of history, architectural history, architecture, archeology, planning, urban planning, American studies, American civilization, cultural geography, or cultural anthropology. It describes the options for obtaining professional help when a necessary discipline is not represented on the committee and provides methods for securing public input to the committee.

The five federal standards are further defined and amplified below (A-E) to indicate the specific requirements a local government must fulfill to be certified.

A. "Local governments must enforce state or local legislation for the designation and protection of historic properties."

1. Minimum requirements for enforcement of state legislation for the designation and protection of historic properties include incorporation of the following law in the local historic preservation ordinance:

SDCL 1-19B (see Appendix 3).

2. In addition to enforcement of these state laws the minimum requirements for local legislation for the designation and protection of historic properties are:

- a. Statement of purpose;
- b. Establishment of a Historic Preservation Commission including membership, duties, and terms of appointment, the city is required to maintain memberships with the South Dakota State Historical Society and the Historic South Dakota Foundation;
- c. Procedures for commenting on nominations to the National Register of Historic Places;
- d. Provide for public hearings and public notification; and
- e. If the local government elects to include provisions for the review of and/or decisions regarding alterations, change of use, demolition of buildings, or new construction they must: (1) be binding on buildings and properties only because they are listed on a locally designated register and (2) be compatible with the current Secretary of the Interior's Standards for Rehabilitation and guidelines for rehabilitating Historic Buildings.

B. "Local governments shall have established an adequate and qualified historic preservation review commission by State or local legislation."

1. Each certified local jurisdiction (incorporated town or county) is required to have a historic preservation commission with at least two (2) professional members, from the disciplines of history, architectural history, architecture, archeology, planning, urban planning, American studies, American civilization, cultural geography, or cultural anthropology (see Appendix 2) to the extent that such professionals are available in the community and have a demonstrated interest, experience or knowledge in historic preservation. The State recognizes that it will be difficult for some communities to meet this requirement. Therefore, each certified jurisdiction making a good-faith effort to

- locate and appoint such professionals, and providing documentation to the State Historic Preservation Office as to how this effort was accomplished will be assisted by the State in receiving a waiver for this stipulation from the National Park Service.
2. Each commission's total membership must also include at least three (3) but not more than eight (8) other non-professional members, who represent a demonstrated interest, experience, or knowledge in historic preservation.
  3. Terms of office of commission members shall be not less than one year of duration.
  4. The appointing authority shall act within 75 working days to fill any vacancy which may occur.
  5. An annual report of the activities of the commission shall be submitted to the state historic preservation office. **Annual reports are due at the end of February and report on the previous calendar year.** New CLGs certified for less than six months are exempt from submitting an annual report in the end of February after their certification. Such reports shall include, but are not limited to, such items as number of nominations/cases reviewed, new designations made, revised resumes of commission members, appointments to the commission, attendance records and all minutes.
  6. The primary activity of a certified local commission is to educate the citizens within the CLG's jurisdiction regarding historic preservation. Each CLG must sponsor a minimum of one historic preservation workshop for the general public and undertake an annual public education program, which disseminates information to the broadest possible audience within the county or municipality. Such a program shall be outlined in the CLG's annual application for funding.
  7. At least one representative of each commission shall attend at least one informational or educational meeting each year sponsored by the state historic preservation office and/or its subgrantees pertaining to the work and functions of the commission or to historic preservation. In addition, the state historic preservation office will make provision for technical assistance and information through staff visits, training and procedural manuals, newspaper articles and other appropriate means to disseminate information of use to CLGs both directly and through other subgrantees.
  8. Conduct, or cause to be conducted, a survey of cultural resources in the community which in form and content will be compatible to the historic and prehistoric inventory conducted by the State. This survey will be updated periodically.
  9. Act in an advisory role to other officials and departments of local government regarding the protection of local cultural resources.
  10. Act as a liaison on behalf of the local government to individuals and organizations within its jurisdiction concerned with historic preservation.

11. Should a CLG be qualified to do so (see below) it will review all proposed National Register nominations for properties within the boundaries of the county or municipality. When a historic preservation commission considers a National Register nomination (e.g., archeological site) which is normally evaluated by a professional in a specific discipline (e.g., archeologist), and that discipline is not represented on the commission, the commission must seek expertise in this area before rendering its decision. Local governments are required to adopt professional standards for each discipline as general guidelines for National Register review. These standards are set by the National Park Service, U.S. Department of the Interior, and are found in Appendix 2. This requirement holds for National Register nomination evaluations and other actions that will impact properties, which are normally evaluated by a professional in such discipline.

This can be accomplished through: (1) hiring an adequately qualified consultant; (2) using commission staff which meet requirements in Appendix 2; or (3) using a representative of the State Historic Preservation Office (SHPO). It shall be noted that representatives of the State Historic Preservation Office will not participate in the State Historic Preservation Office comment on the nomination or action after assisting the Commission with its decision.

C. "The local governments shall maintain a system for the survey and inventory of historic properties."

1. The CLG shall initiate or continue an approved process to identify historic properties within the CLG boundaries.
2. A detailed inventory of the designated districts, sites and/or structures under the specific jurisdiction of the commission will be maintained.
3. All inventory material shall be:
  - a. Compatible with current and published state survey guidelines for historic and prehistoric inventories and the state's comprehensive historic preservation planning process;
  - b. Accessible to the public, except for material that must be kept confidential under the provision of section 304 of the National Preservation Act;
  - c. Updated periodically; and
  - d. Available through duplicates at the State Historic Preservation Office.

4. Commission members shall be encouraged to participate in the survey process.

D. "Local governments shall provide for adequate public participation in the local historic preservation programs, including the process of recommending properties to the National Register."

1. All meetings of historic preservation commissions must be publicly announced, be open to the public and have a previously advertised agenda. Commission meetings must occur at regular intervals at least four times a year. Public notice must be provided prior to any special meetings.
2. Careful minutes of all decisions and actions of the commission including the reasons for making these decisions must be kept on file and available for public inspection. The Commission will submit copies of the minutes to the State Historic Preservation Office no more than thirty (30) calendar days after a meeting.
3. All decisions by a commission shall be made in a public forum and applicants shall be given written notification of decisions of the commission.
4. The rules of procedure adopted by the commission shall be available for public inspection.
5. All reports submitted by the CLG to the State Historic Preservation Office regarding the eligibility of properties shall include assurances of public input. The CLG shall retain a list of all persons contacted during the evaluation period and note comments, which they received. If a public meeting were held, a list of those attending shall be included in the report.

E. "Satisfactorily perform the responsibilities delegated to it under this Act."

The State Historic Preservation Officer may, at his discretion and by mutual written agreement with the local governing body, delegate further responsibilities to the certified local government historic preservation commission.

### SECTION 3

## CLG PARTICIPATION IN THE NATIONAL REGISTER NOMINATION PROCESS

#### Section Overview

Section 3 outlines the procedures to be followed by the local historic preservation commission and chief elected official in reviewing and commenting on proposed nominations to the National Register of Historic Places within the boundaries of the CLG.

The general procedures for nomination of properties to the National Register of Historic Places are detailed in 36 CFR 60. The CLG Program established a partnership between the State Historic Preservation Officer (SHPO), the State Historic Society Board of Trustees and CLGs as nominating authorities for National Register functions; it does not delegate to CLGs the sole authority to nominate properties directly to the Register. The following procedures make clear the shared role of CLGs and the SHPO in the nomination process.

- a. Notification of Nomination. Before a property within the jurisdiction of a CLG may be nominated to the National Register by the State, the SHPO will notify the chief elected local official and the commission in accordance with 36 CFR 61, 36 CFR 60, and State procedures and/or guidelines. The SHPO will notify the chief elected local official and the commission at least 60, but no more than 120 calendar days prior to State Review Board consideration (but see Section J.1.d.2), below). These notification procedures must be implemented as soon as a local government is certified, and apply to all nominations within the jurisdiction of the CLG, for which the State has not begun official owner notification procedures as of the date of certification, except as noted below.
- b. Exceptions.
  - 1) The CLG notification procedures do not apply when a nomination is processed by or through a CLG which provides its recommendation and report to the SHPO with the nomination package.
  - 2) CLG notification procedures do not apply where a Federal agency nominates a property under its ownership or control. Federal agencies should, however, be encouraged by the SHPO to coordinate their nominations with CLGs.
- c. The CLG Recommendation and Report. After providing a reasonable opportunity for public comment, the commission shall prepare a report as to whether or not, in its opinion, the property meets the National Register criteria. Within 60 calendar days of notice from the SHPO, the chief elected local official shall transmit the report of the commission, along with his/her recommendation, to the SHPO. Joint

transmittal by the CLG of the nomination and the CLG report and recommendation will facilitate SHPO review and eliminate the need for separate notification and 60-day review by the CLG.

- 1) If the SHPO does not receive the report and recommendation within 60 calendar days, they shall continue the nomination process.

Consistency with the purposes of the Act, and ensuring that National Register decisions take into account local concerns, require that CLGs participate in the National Register nomination process to the maximum extent feasible. A commission should report, and the chief elected local official should transmit the report with his/her recommendations to the SHPO, as often as possible, or in accordance with State CLG performance standards. If a CLG consistently does not provide nomination reports, the SHPO should seek to determine if appropriate technical assistance would encourage greater participation.

- 2) The SHPO may define the format of commission reports.
- 3) When a relevant historic preservation discipline is not represented in the commission membership, the commission shall be encouraged to seek expertise in this area when considering National Register nominations requiring the application of such expertise. Requisite expertise may be provided through consultation with the SHPO or with persons meeting the Secretary of the Interior's Professional Qualifications Standards. For example, if the commission must review the nomination of a prehistoric archeological site, and no commission member is a prehistoric archeologist, the commission is required to obtain the advice of an archeologist meeting the Secretary's Professional Qualifications Standards for purposes of reviewing the nomination. If it cannot, it should notify the SHPO.

- d. State Action Following CLG Recommendation. If both the commission and the chief elected local official recommend that the property not be nominated, the SHPO may not nominate the property unless an appeal is filed in accordance with Section 101(c)(2) of the Act and 36 CFR 60. If either or both the commission and the local chief elected official recommend that the property is eligible for nomination, the SHPO will present the nomination to the State Review Board in accordance with the procedures in 36 CFR 60, and 36 CFR 61.
  - 1) Any report and recommendation made by the CLG shall be included with any nomination submitted by the State to the Keeper of the National Register.
  - 2) The State may expedite the CLG's participation in the nomination process, including shortening the 60-day commenting period, with the concurrence of the CLG as long as owner notification procedures, 36 CFR 60, and 36 CFR 61 have been met.



- a) Where the State and the CLG agree to expedite CLG participation with respect to a particular nomination, the State must keep records that contain the following information:

(1) Name of the CLG; (2) Name of the property; (3) A statement from the CLG declaring that the CLG agrees with the State to expedite the process; (4) Date of concurrence; (5) Signatures of the chief elected local official and the chairperson of the commission; and, (6) Description of the public participation opportunities that have been provided.

- b) Where the State and the CLG agree programmatically to expedite concurrence on all nominations, or in nominations of particular types or groups of properties, the State must obtain and keep records that contain the following information:

(1) Name of the CLG; (2) A statement of applicability to all nominations or nominations of specified types or groups of properties; (3) A statement from the CLG declaring that the CLG agrees with the SHPO to expedite the process; (4) Date of agreement; (5) Description of the public participation opportunities that will be provided; and (6) Signatures of the chief elected local official, the chairperson of the commission, and the SHPO or designee.

- (2) If the State Does Not Have an Approved Program. CLGs will assume the nomination responsibilities of the State for properties under their jurisdiction if the State does not have an Approved State Program. The chief elected local official shall perform the nomination responsibilities of the SHPO as outlined in 36 CFR 60. The commission shall perform the responsibilities of the State Review Board as outlined in 36 CFR 60.

## SECTION 4

### PROCESS FOR CERTIFICATION OF LOCAL GOVERNMENTS

#### Section Overview

Section 5 outlines the procedures by which the chief elected official of a local government can request certification, provides for the State to respond within thirty (30) working days to all written requests for certification.

A. The chief elected official of the appropriate local governing body shall request certification from the State Historic Preservation Office. The request shall include:

1. A written assurance by the chief elected official that the local government will fulfill all the standards for certification outlined above;
2. A copy of the local historic preservation ordinance; and
3. The legal instrument(s) creating the commission; and
4. Resumes for each member of the historic preservation commission including, where appropriate, credentials of member expertise in fields related to historic preservation; and
5. The written certification agreement, signed by the chief elected official. It lists the four specific responsibilities of the local government under the CLG Program and any other responsibilities delegated to the local government by the State Historic Preservation Officer. The four specific responsibilities included in the written certification agreement are:
  - a. Enforce appropriate state or local legislation for the designation and protection of historic properties;
  - b. Establish by local law an adequate and qualified historic preservation commission;
  - c. Maintain a system for the survey and inventory of historic properties; and
  - d. Provide for adequate public participation in the historic preservation program, including the process of recommending properties to the National Register of Historic Places.
6. Any laws that provide for the designation and/or protection of historic properties within the jurisdiction of the applicant;

- B. The State Historic Preservation Office will respond to the chief elected official within sixty (60) working days of the receipt of an adequately documented written request indicating if the local government is approved for certification.
- C. After having determined that a CLG application meets all the requirements in State Procedures, the SHPO will forward a request for approval to the National Park Service along with a signed certification agreement and a signed review checklist. The effective date of certification is the date of NPS concurrence.
- D. When a local government is certified it shall have jurisdiction in regards to these procedures. Should a city be a CLG in a county that is also a CLG, the city shall have jurisdiction in its boundaries.

## SECTION 5 PROCESS FOR MONITORING AND DECERTIFICATION

### Section Overview

Section 6 notes that the state historic preservation office will conduct an annual review and monitoring of CLGs to assure compliance with required standards. It outlines the process for dealing with CLGs not performing adequately, and when necessary, methods for decertifying local governments. Once certified, a local government remains so unless it is necessary to go through the decertification process outlined in this section.

Each CLG must perform the responsibilities delegated to it under the National Historic Preservation Act, as amended, in conformance with these procedures as minimum. The CLG procedures shall be in conformance with federal and/or state standards including the comprehensive historic preservation planning process. These standards will be provided by the State Historic Preservation Office. The State Historic Preservation Office will conduct an annual review and monitoring of CLGs to assure that each government is fulfilling the required standards. The State Historic Preservation Office shall also review the annual reports, records of the administration of funds allocated from the State Historic Preservation Office to the CLG and other documents as necessary.

If the State Historic Preservation Office evaluation indicates that the performance of a CLG is inadequate, the State Historic Preservation Office shall document that assessment and provides written results to the CLG. It will delineate for the local government ways to improve its performance. Inadequate performance may relate to such things as failure to enforce local and state legislation, failure to keep the commission adequately staffed, improper use of funds, failure

to follow through on projects, failure of projects to result in a measurable product or failure to submit reports on nominations.

The CLG shall have a period of not less than thirty (30) or more than one hundred eighty (180) calendar days, depending on the corrective measures required to implement improvements. If the State Historic Preservation Office determines that sufficient improvements have not occurred, the State Historic Preservation Office will recommend decertification of the local government to the Secretary of the Interior, citing specific reasons for the recommendation. The SHPO will notify the CLG of the NPS concurrence with the decertification.

#### Decertified Local Governments with Subgrants Awarded Prior to Decertification.

- a. Decertification, by itself, may not constitute grounds for termination of a CLG subgrant unless the terms of the subgrant cannot continue to be met after decertification.
- b. The SHPO may conclude normal subgrant closeout procedures (not termination), unless the terms of the subgrant agreement can no longer be met, in which case the SHPO shall terminate the subgrant.
- c. The SHPO may continue to administer the subgrant awarded to the local government if the local government can otherwise meet the work terms and conditions of the subgrant agreement.
- d. As a consequence of decertification, the local government is no longer eligible for CLG subgrants unless recertified. The local government may, however, be eligible for HPF assistance other than the 10 percent minimum pass-through, if available.

The SHPO may also recommend decertification if a CLG requests to be decertified in writing. The SHPO must forward a copy of the CLG's letter as an enclosure to the SHPO's request to decertify the CLG. Compliance with the conditions stipulated above are not required, if the CLG has requested its own decertification.

The NPS will notify the SHPO in writing prior to 30 working days after receipt of the recommendation, if there are problems with the recommendation or if the NPS needs more time to review the recommendation.

## SECTION 6

### TRANSFER OF HISTORIC PRESERVATION FUNDS TO CLGS

#### Section Overview

Section 7 notes that at least ten percent of the State's share of the Historic Preservation Fund be transferred annually to CLGs until the annual appropriation is more than \$65 million, at which time one half of the amount over \$65 million will be transferred to CLGs. This section outlines fiscal management requirements and responsibilities of local governments receiving CLG funds stating that they are considered subgrantees of the State. Finally, Section 7 declares that the intent of the South Dakota State Historic Preservation Office is to distribute monies among the maximum number of eligible CLGs and sets up an allocation procedure to accomplish this objective.

The State will ensure that at least ten percent of its share of the Historic Preservation Fund will be transferred annually to CLGs meeting minimum requirements. These minimum requirements appear in Section 2 and below. At such time as the Congress may appropriate more than \$65 million for grants to the states from the Historic Preservation Fund, one half of the excess will be transferred to CLGs according to procedures to be provided by the Secretary of the Interior.

Grants will be awarded in South Dakota on a matching basis for funding of specific projects, which meet the National Park Service criteria for use of HPF funds. Match requirements are determined yearly by the State but will typically be 50% (federal)-50%(local).

CLGs receiving Historic Preservation Fund grants from the State Historic Preservation Office from the CLG share shall be considered subgrantees of the State. Such CLGs receiving grants shall ensure that such transferred monies will not be applied as matching share for any other federal grant. The intent is to use Historic Preservation Fund assistance to augment rather than replace existing local commitment to historic preservation activities. CLGs may participate in the review and approval of National Register nominations whether or not they elect to receive a Historic Preservation Fund pass-through grant.

Once a local government is certified, it remains certified without further action, unless officially decertified. All CLGs are eligible to receive funds from the State's ten percent CLG share of the State's total annual Historic Preservation Fund grant award. However, the State Historic Preservation Office is not required to award funds to all governments that are eligible to receive funds. In order to be eligible to receive a portion of the local share of the Historic Preservation Fund allocation to the State, the Department of the Interior requires that each CLG:

A. Shall have an adequate financial management system which

1. Meets federal standards of Office of Management and Budget Circular A-102, Uniform Administrative Requirements for Grants-in Aid to State and Local Governments,
2. Is auditable in accordance with Office of Management and Budget Circular A-133, Single Audits of State and Local Governments and
3. Is periodically evaluated by the State Historic Preservation Office.

B. Adheres to all required administrative procedures and policies for HPF subgrants established by the SHPO, including those set forth in the Historic Preservation Fund Grants Manual. All costs claimed or applied as matching share must be reasonable, and necessary for proper and efficient conduct of subgrant-supported activities in keeping with OMB Circular A-87. Records must evidence compliance with the competitive procurement requirements of 43 CFR 12.76, including small purchase procedures, or competitive negotiation for professional services.

C. Adheres to requirements mandated by Congress regarding the use of HPF funds. NPS will advise SHPOs of directives contained in annual appropriation laws regarding the use of HPF funds that must be applied to CLGs receiving pass-through funds.

D. Audit of CLG share shall adhere to Office of Management and Budget Circular A-133, "Audit Requirements." Audits will be performed of records by the State Historic Preservation Office. The State is prepared to assist all local governments in developing and implementing financial management systems which address the requirements listed above.

E. Meets the eligibility requirements described in this Historic Preservation Fund Grants Manual, particularly in Chapter 6, Sections D and E, and Chapter 13, Sections B and C. All CLG activities that are assisted with HPF funds, including the matching share, must meet the Secretary of the Interior's "Standards for Archeology and Historic Preservation."

The State Historic Preservation Office will also ensure that the conditions noted above will be clearly stated and included in the State Historic Preservation Office's written agreement with a local government. This contract will also stipulate that CLG funds will be used for activities eligible for Historic Preservation Fund assistance, and that the uses of such funds are consistent with the state comprehensive historic preservation planning process.

The CLG funds will be assigned for distribution to CLGs which meet requirements for matching funds, which insure that money will be spent for approved historic preservation program expenditures, and which have demonstrated successful completion of prior CLG grants.

## GRANT AWARD PROCESS

The CLG portion of the State Historic Preservation Office's annual Historic Preservation Fund grant award will be divided into two groups: the Basic Program Allocation fund and the Supplemental Project fund.

CLG grants will be awarded according to the following procedures and guidelines.

- 1) As soon as possible before the CLG grant application deadline, the State Historic Preservation Office shall draft a list of priority historic preservation activities. This list is one of three areas that will be considered concerning project eligibility for Supplemental Project funds. See ITEM 5 below.
- 2) As soon as possible after receiving notice from the Secretary of the Interior indicating the amount of its annual Historic Preservation Fund allocation, the State Historic Preservation Office will notify the CLGs that applications for the Basic Program Allocation fund and the Supplemental Project fund can be submitted.

### Example

|                                                   |           |
|---------------------------------------------------|-----------|
| State's Historic Preservation Fund Allocation     | \$460,000 |
| Total Available for CLG Grants (10% of \$460,000) | \$ 46,000 |
| Basic Program Allocation for Each CLG             | \$ 2,000  |

3) Application packets listing the amount available from each fund will be distributed by the State within 30 working days after it receives notification of its Historic Preservation Fund allocation. CLGs may apply for Basic Program Allocation and Supplemental Project funds using the same application. No CLG submitting an acceptable application will receive a grant of less than \$500 as long as federal funds are available. If CLGs request less than their Basic Program Allocation, the remaining money will be added to the Supplemental Fund pool.

4) Any CLG may apply for Supplemental Project funds. Activities eligible to be funded from this grant pool MUST be from the list of priority projects referred to in number 1 above OR be a planning activity related to generating all or parts of a community based comprehensive historic preservation plan OR be listed in such a plan as being necessary to protect local cultural resources. The State realizes that few CLGs have a comprehensive historic preservation plan in place. The State is prepared to assist all CLGs in developing an acceptable plan that meets community needs.

5) Supplemental Project funds will be awarded as follows.

A. Each application will be rated in six categories.

1) Has the CLG met the minimum requirements listed in Section 2?

- Maintained the correct number of commission members that meet at least four times a year and submitted their minutes to the State Historic Preservation Office no more than 30 calendar days after a meeting. Review meeting option for adequate times to conduct project. (5 points)
- Submitted an Annual Report by the deadline (5 points)
- Conducted at least one annual public education project and workshop (5 points)
- Sent at least one commission member to a statewide workshop or annual meeting (5 points)

2) Did the CLG meet grant deadlines in the past three years? (5 points)

- Projects produced in the past three years met the relevant Secretary of the Interior's Standards. (5 points)
- Projects produced in the past three years benefited historic resources throughout the CLG's jurisdiction? (5 points)
- Projects produced in the past three years improved access to and increased the use of previously gathered historic preservation information by the general public. (5 points)
- CLGs less than three years old will be evaluated on their past projects. New CLG's will be evaluated on their potential to complete a quality product and their application narrative describing how the project will be completed.

3) Are the proposed project deadlines realistic? (5 points)

- The proposed project meets the Secretary of the Interior's Standards. (5 points)
- The proposed project benefits historic resources throughout the CLG's jurisdiction. (5 points)
- The project improves access to and increases the use of previously gathered historic preservation information by the general public. (5 points)

4) The CLG has closed out all previously awarded Historic Preservation Fund CLG grants. (20 points)



5) The CLG is able to provide at least dollar for dollar cash match. Examples include a city employee donating time doing preservation work and being paid by the city for that time, cash directly spent by the local government for preservation and direct appropriations to the preservation commission by the local government. Cash match exceeding the amount of the grant amount requested by the CLG from the SHPO is encouraged. (20 points)

6) The project can serve as a model for other CLGs or is innovative in some way. (20 points)

Each proposed project will receive a score out of 120 possible points.

B. The total number of points awarded to all projects will then be calculated.

C. It will be determined what percentage of the total points awarded in the current round are represented by each individual score.

D. Each CLG will receive this percentage of the total amount available in the Supplemental Project fund.

E. Any remaining funds will be distributed by following the process through from Step B to Step D until all the money is awarded. The scores awarded to applications in Step A will be used in these subsequent rounds.

An example of the Supplemental Project fund disbursement appears below.

|                                                              |          |
|--------------------------------------------------------------|----------|
| Supplemental Project Fund Total                              | \$15,000 |
| Three CLGs Apply for Funding                                 |          |
| CLG #1 Application for \$5,500 Receives 104 points in Step A |          |
| CLG #2 Application for \$4,500 Receives 78 points in Step A  |          |
| CLG #3 Application for \$5,000 Receives 78 points in Step A  |          |

260 Total Points (104+78+78) Were Awarded to the Projects

CLG #1 received 40% of the total points awarded. Their first round award is 40% of \$15,000 or \$6,000. They receive the \$5,500 they requested and \$500 is returned to the pool for round two.

CLG #2 received 30% of the total points awarded. Their first round award is 30% of \$15,000 or \$4,500. They receive the \$4,500 they requested.

CLG #3 received 30% of the total points awarded. Their first round award is 30% of \$15,000 or \$4,500. This is \$500 short of their request. Their application goes to the second round and is awarded \$500 since it is the only application left.

6) No CLG will receive more than 30% of the **total** CLG grant pool in any given year.

## SECTION 7 APPLICATION FOR PASS THROUGH FUNDS

The chief elected official of a CLG shall submit an annual application to the State Historic Preservation Officer which outlines the proposed activity and the budget, including the source of match for the project/activity which will be funded. **See Section 7, item 3 for more information.**

## SECTION 8 APPLICATION AND GRANT SCHEDULE

### **Section Overview**

Section 9 provides the timetable for grant applications. Applications will be solicited after the State receives notice of its annual grant allocation. Local governments will have a minimum of thirty (30) calendar days to apply for the Basic Program Allocation and Supplemental Project funds. The applications are due on the designated date. Grants will be awarded within sixty (60) working days after the deadline to allow for possible reviews by other state agencies.

- A. Department of the Interior notifies the State Historic Preservation Officer of the annual allocation.
- B. The State Historic Preservation Office notifies the CLGs that applications are available for the Basic Program Allocation and the Supplemental Project group.
- C. Within thirty (30) working days of the Department of the Interior's notification of its HPF appropriation, the State Historic Preservation Office distributes application packets to the CLGs.
- D. CLG returns application by the designated date.
- E. Within sixty (60) working days the State Historic Preservation Officer awards annual grants to CLGs and will make funding rationale available to the public on request.

## SECTION 9

### PROCESS FOR CERTIFICATION OF CLG PROCEDURES

#### Section Overview

Section 4 outlines the process for securing public input and comment on amending CLG procedures, provides for a sixty calendar day public comment period, and states the federal government timetable and policies for review of state certification procedures.

- A. Pursuant to 36 CFR 61, the SHPO shall submit its proposed local certification process to the Secretary of the Interior for review and approval. In developing the submission, the SHPO will consult with local governments, local historic preservation commissions and other parties expressing interest; consider local preservation needs and capabilities; and invite comments on the proposed process from local governments, commissions and interested parties. The SHPO proposal submitted to the Secretary of the Interior will review the result of this consultation process.
- B. The SHPO shall establish a method, including circulation of the state's CLG procedures for review by all the certified local governments. A comment is required within a sixty-day period before submission to the Secretary of the Interior. Interested parties will be allowed to comment. Records of all comments received during the sixty day period will be retained by the SHPO and will be available to the Secretary of the Interior upon request.
- C. The Secretary of the Interior will review the proposal and within forty-five (45) calendar days issue an approval or disapproval. This review will be based on compliance with the requirements set forth in 36 CFR 61.
- D. If the proposal is disapproved, the Secretary of the Interior will recommend changes that would make the proposed process acceptable and, in conjunction with the State Historic Preservation Officer, will designate a date by which the revision will be submitted.
- E. If the National Park Service approves the amendment(s), the SHPO must: notify all CLGs in writing; and send amended certification agreements to NPS for each CLG affected by the amendment of the State procedures within 120 calendar days.

# Appendix 1 SOUTH DAKOTA STATE HISTORIC PRESERVATION OFFICE CERTIFIED LOCAL GOVERNMENT PROGRAM

## LOCAL GOVERNMENT CERTIFICATION AGREEMENT

Pursuant to the provisions of the National Historic Preservation Act as amended (16 U.S.C. 470 et seq.) to applicable federal regulation (36 CFR 61), and to the State of South Dakota procedures, the City/County of \_\_\_\_\_, South Dakota, has agreed to:

- (1) Enforce appropriate state or local legislation for the designation and protection of historic properties.
- (2) Maintain an adequate and qualified historic preservation review commission composed of professional and lay members, and memberships with SDSHS and HSDF.
- (3) Maintain a system for the survey and inventory of historic properties.
- (4) Provide for adequate public participation in the historic preservation program, including the process of recommending properties to the National Register.
- (5) Maintain adequate financial management systems.
- (6) Adhere to all requirements of the HPF Grants Manual.
- (7) Adhere to any requirements mandated by Congress regarding use of federal historic preservation funds.
- (8) Adhere to requirements outlined in the State of South Dakota Certified Local Government Procedures issued by the State Historic Preservation Office.
- (9) Include a provision in its ordinance at the next opportunity for revision, stating that the Certified Local Commission members must have "a positive interest, competence, and knowledge of historic preservation."

Upon its designation as a Certified Local Government, the municipality shall be eligible to apply for available CLG allocation funds in competition only with other certified local governments.

\_\_\_\_\_  
Jay D. Vogt, SHPO

\_\_\_\_\_  
City/County Official Signature

\_\_\_\_\_  
Attest: Name and Title

\_\_\_\_\_  
Date

## Appendix 2- DEFINITION OF TERMS

The following terms are taken from 36 CFR 61, "Procedures for Approved State and Local Government Historic Preservation Programs."

Certified local government means a local government that has been certified to carry out the purposes of the National Historic Preservation Act in accordance with Section 101(c) of the Act.

Chief elected local official means the elected head of a local government.

CLG share means the funding authorized for transfer to local governments in accordance with Section 103(c) of the National Historic Preservation Act.

Comprehensive historic preservation planning means an ongoing process for resource management that is consistent with technical standards issued by the Department of the Interior and which produces reliable, understandable, and up-to-date information for decision making related to the identification, evaluation, and protection/treatment of historic resources.

Historic Preservation Fund means the program of matching grants-in-aid to the States for historic preservation programs, as authorized by Section 101(d)(1) of the National Historic Preservation Act.

Historic preservation review commission means a board, council, commission or other similar collegial body which is established in accordance with SDCL 1-19B.

Local government means a city, count, township or municipality or any other general-purpose political subdivision of any State.

National Park Service means the bureau of the Department of the Interior to which the Secretary of the Interior has delegated the authority and responsibility for administering the National Historic Preservation Program.

Historic Preservation Grant Manual means the manual that sets forth NPS administrative policies, procedures, and guidelines for Historic Preservation Fund grant-in-aid and which serves as a basic reference for those who are engaged in the administrative and financial management of Historic Preservation Fund grants.

National Register of Historic Places means the national list of districts, sites, buildings, structures, and objects significant in American history, architecture, archeology, and engineering 101(a)(1)(A) of the National Historic Preservation Act.

State Historic Preservation Officer is the official within each State who has been designated and appointed by the Governor to administer the state historic preservation program in the State.

Subgrantee means the agency, institution, organization or individual to which a subgrant is made by the State and which is accountable to the State for use of funds provided.

### **Appendix 3- QUALIFICATIONS FOR CLG HISTORIC PRESERVATION COMMISSION PROFESSIONAL MEMBERS PARTICIPATING IN NATIONAL REGISTER REVIEW PROCESS**

In the following definitions, a year of full-time professional experience need not consist of a continuous year of full-time work but may be made up of discontinuous periods of full-time of part-time work adding up to the equivalent of a year of full-time experience.

History. The minimum professional qualifications in history are a graduate degree in history of closely related field; or a bachelor's degree in history of closely related field plus one of the following:

1. At least two years of full-time experience in research, writing, teaching, interpretation or other demonstrable professional activity with an academic institution, historic organization or agency, museum, or other professional institution; or
2. Substantial contribution through research and publication to the body of scholarly knowledge in the field of history.

Archeology. The minimum professional qualifications in archeology are a graduate degree in archeology, anthropology, or closely related field plus:

1. At least one year of full-time professional experience or equivalent specialized training in archeological research, or administration or management;
2. At least four months of supervised field analytic experience in general North American archeology; and
3. Demonstrated ability to carry research to completion.

In addition to these minimum qualifications, a professional in prehistory archeology shall have at least one year of full-time experience at a supervisory level in the study of archeological resources of the prehistoric period. A professional in historic archeology shall have at least one year of full-time professional experience at a supervisory level in the study of archeological resources of this historic period.

Architectural History. The minimum professional qualifications in architectural history are a graduate degree in architectural history, art history, historic preservation, or closely related field, with coursework in American architectural history; or a bachelor's degree in architectural history, art history, historic preservation, or closely related field plus one of the following:

1. At least two years full-time experience in research, writing, or teaching in American architectural history or restoration architecture with an academic institution, historical organization or agency, museum, or other professional institution; or
2. Substantial contributions through research and publication to the body of scholarly knowledge in the field of American architectural history.

Architecture. The minimum professional qualifications in architecture are a professional degree in architecture plus at least two years of full-time professional experience in architecture; or a state license to practice architecture.

Historic Architecture. The minimum professional qualifications in historic architecture are a professional degree in architecture or state license to practice architecture, plus one of the following:

1. At least one year of graduate study in architectural preservation, American architectural history, preservation planning, or closely related field; or
2. At least one year of full-time professional experience on historic preservation projects.

Such graduate study or experience shall include detailed investigations of historic structures, preparation of plans and specifications for preservation projects.



## Appendix 4- CLG CERTIFICATION APPLICATION CHECKLIST

State: South Dakota Jurisdiction: \_\_\_\_\_

Date submitted to State: \_\_\_\_\_ Date approved by State: \_\_\_\_\_

(1) Applicant meets the Federal definition of local government and has authority to enforce acceptable legislation for the designation and protection of historic properties.

(2) Applicant has established a historic preservation review \_\_\_\_\_ commission consisting of members. This meets State procedure requirements for number of members.

There are \_\_\_\_\_ lay members.

There are \_\_\_\_\_ professional members qualified in the field of

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This meets State procedure requirements for professional membership.

(3) All commission members have a demonstrated, positive interest, competence, or knowledge in historic preservation. \_\_\_\_\_

(4) Professional members of the commission have been appointed to the extent available in the community, and we have reviewed resumes that document professional qualifications acceptable under the Secretary of the Interior's Historic Preservation Professional Qualification Standards. If not, the applicant satisfactorily documented an adequate search for the requisite professional members **and** how it will obtain access to expertise when needed.

(5) The role and responsibilities of the local government have been specified in detail in the enclosed agreement, including:

A. The four basic responsibilities:

1. Enforcing State or local legislation for the designation and protection of historic resources. \_\_\_\_\_

2. Maintaining a system for survey and inventory of history properties. \_\_\_\_\_

3. Providing for adequate public participation in the historic preservation program. \_\_\_\_\_

4. Reviewing National Register nominations through a qualified local commission. \_\_\_\_\_

## B. Additional responsibilities.

1. Required of CLGs that receive grants from SHPO. \_\_\_\_\_
  - a. Maintain adequate financial management systems. \_\_\_\_\_
  - b. Adhere to all requirements of the Historic Preservation Fund Grants Manual. \_\_\_\_\_
  - c. Adhere to any requirements mandated by Congress regarding use of federal historic Preservation funds. \_\_\_\_\_
  - d. Adhere to requirements outlined in the State of South Dakota Local Government Participation Procedures issued by the SHPO. \_\_\_\_\_
2. Requirements specific to the CLG (if any stipulated). \_\_\_\_\_

(6) The CLG contact person, including title/position, mailing address, and telephone number.

(7) The Certification Agreement has been signed by SHPO and Chief Elected Local Official. \_\_\_\_\_

(8) Any other information relevant to this application:

**STATE REVIEWER**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name and Title

\_\_\_\_\_  
Date



[www.state.sd.us/deca/cultural](http://www.state.sd.us/deca/cultural)

 SOUTH  
DAKOTA STATE  
HISTORICAL SOCIETY  
Department of Tourism and State Development

900 Governors Drive  
Pierre, SD 57501-2217  
(605) 773-3458

Date: July 16, 2026

Case No. 260147  
Address: 57 SHERMAN ST

### Staff Report

The applicant has submitted an application for Certificate of Appropriateness for work at 57, 59, 61 SHERMAN ST, DEADWOOD, SD 57732, contributing structures located in the ORIGINAL TOWN DEADWOOD in the City of Deadwood.

Applicant: Deadwood Sundance 2023 LLC  
Owner: DEADWOOD SUNDANCE 2023 LLC0  
Constructed: 1903-1909 and 1915-1923

### CRITERIA FOR THE ISSUANCE OF 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:

In 1903 Adams built a tall one-story office building to the right of his three four-story buildings. That building has since been remodeled into what appears to be a two-story building. Notice the iron column on the 1903 building. Although it closely resembles the columns on the adjacent building, the flower is turned upside down. This column was manufactured in Deadwood by the Black Hills Foundry to match the other columns, which were manufactured out-of-state. The turned flower may have been done intentionally to differentiate the work, or to avoid patent problems. A one-story brick building was built to the right in 1916 to house Adams' delivery trucks. The final portion of the building was an extension of the garage built in 1933. The bricks used in those buildings are actually street pavers. How Adams obtained street paving brick is a mystery, but he may have purchased them when the streets were paved in 1907, while he was the city's mayor.

##### 2. Architectural design of the resource and proposed alterations:

The applicant is requesting permission to repair the masonry of the parapets, install new metal coping, paint and replace the garage doors that were there at one time on the back side of the structures.

**Attachments:** Yes

**Plans:** Yes

**Photos:** Yes

#### Staff Opinion:

The Historic Preservation Commission reviewed this facade restoration at the March 11, 2026 meeting and approved contingent upon review of all four of the openings be like garage doors at the rear of the resource. Their design plan is being submitted for your review. The plans say wood construction but in conversation with the applicant they will be metal doors. A copy of the March staff report and application have been provided for your review. The proposed work and changes do not encroach upon, damage, or destroy a historic resource or have an adverse effect on the character of

the building or the historic character of the State and National Register Historic Districts or the Deadwood National Historic Landmark District.

**Motions available for commission action:**

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

**OR**

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

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



| FOR OFFICE USE ONLY                                                |         |
|--------------------------------------------------------------------|---------|
| Case No.                                                           | 260147  |
| <input type="checkbox"/> Project Approval                          |         |
| <input checked="" type="checkbox"/> Certificate of Appropriateness |         |
| Date Received                                                      | 7/16/26 |
| Date of Hearing                                                    | 7/22/26 |

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

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

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

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

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

### PROPERTY INFORMATION

Property Address: 57,59,61 Sherman Street

Historic Name of Property (if known): Formerly Butch Cassidy Suites

### APPLICANT INFORMATION

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

Owner's Name: Deadwood Sundance 2023 LLC

Address:  
City:  
Telephone:  
E-mail:

Architect's Name: Chamberlin Architects

Address:  
City:  
Telephone:  
E-mail:

Contractor's Name: Keating Resources

Address:  
City:  
Telephone:  
E-mail:

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

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

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

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

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

### TYPE OF IMPROVEMENT

☒ Alteration (change to exterior)

☐ New Construction

☐ General Maintenance

☐ Other \_\_\_\_\_

☐ New Building

☐ Re-Roofing

☐ Siding

☐ Awning

☐ Addition

☐ Wood Repair

☒ Windows

☐ Sign

☐ Accessory Structure

☒ Exterior Painting

☐ Porch/Deck

☐ Fencing

Updated October 9, 2019

## FOR OFFICE USE ONLY

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

| <b>ACTIVITY: (CHECK AS APPLICABLE)</b>                                                         |                                                                           |                                                          |                                             |                                             |
|------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------|----------------------------------------------------------|---------------------------------------------|---------------------------------------------|
| Project Start Date: <u>ASAP</u>                                                                |                                                                           | Project Completion Date (anticipated): <u>AUGUST '26</u> |                                             |                                             |
| <input type="checkbox"/> <b>ALTERATION</b>                                                     | <input type="checkbox"/> Front                                            | <input type="checkbox"/> Side(s)                         | <input checked="" type="checkbox"/> Rear    |                                             |
| <input type="checkbox"/> <b>ADDITION</b>                                                       | <input type="checkbox"/> Front                                            | <input type="checkbox"/> Side(s)                         | <input type="checkbox"/> Rear               |                                             |
| <input type="checkbox"/> <b>NEW CONSTRUCTION</b>                                               | <input type="checkbox"/> Residential <input type="checkbox"/> Other _____ |                                                          |                                             |                                             |
| <input type="checkbox"/> <b>ROOF</b>                                                           | <input type="checkbox"/> New                                              | <input type="checkbox"/> Re-roofing                      | <input type="checkbox"/> Material           |                                             |
|                                                                                                | <input type="checkbox"/> Front                                            | <input type="checkbox"/> Side(s)                         | <input type="checkbox"/> Rear               | <input type="checkbox"/> Alteration to roof |
| <input type="checkbox"/> <b>GARAGE</b>                                                         | <input type="checkbox"/> New                                              | <input type="checkbox"/> Rehabilitation                  |                                             |                                             |
|                                                                                                | <input type="checkbox"/> Front                                            | <input type="checkbox"/> Side(s)                         | <input type="checkbox"/> Rear               |                                             |
| <input type="checkbox"/> <b>FENCE/GATE</b>                                                     | <input type="checkbox"/> New                                              | <input type="checkbox"/> Replacement                     |                                             |                                             |
|                                                                                                | <input type="checkbox"/> Front                                            | <input type="checkbox"/> Side(s)                         | <input type="checkbox"/> Rear               |                                             |
| Material _____ Style/type _____ Dimensions _____                                               |                                                                           |                                                          |                                             |                                             |
| <input checked="" type="checkbox"/> <b>WINDOWS</b>                                             | <input type="checkbox"/> <b>STORM WINDOWS</b>                             | <input checked="" type="checkbox"/> <b>DOORS</b>         | <input type="checkbox"/> <b>STORM DOORS</b> |                                             |
|                                                                                                | <input type="checkbox"/> Restoration                                      | <input type="checkbox"/> Replacement                     | <input checked="" type="checkbox"/> New     |                                             |
|                                                                                                | <input type="checkbox"/> Front                                            | <input type="checkbox"/> Side(s)                         | <input checked="" type="checkbox"/> Rear    |                                             |
| Material <u>Hollow Metal</u> Style/type <u>EXISTING</u>                                        |                                                                           |                                                          |                                             |                                             |
| <input type="checkbox"/> <b>PORCH/DECK</b>                                                     | <input type="checkbox"/> Restoration                                      | <input type="checkbox"/> Replacement                     | <input type="checkbox"/> New                |                                             |
|                                                                                                | <input type="checkbox"/> Front                                            | <input type="checkbox"/> Side(s)                         | <input type="checkbox"/> Rear               |                                             |
| Note: Please provide detailed plans/drawings                                                   |                                                                           |                                                          |                                             |                                             |
| <input type="checkbox"/> <b>SIGN/AWNING</b>                                                    | <input type="checkbox"/> New                                              | <input type="checkbox"/> Restoration                     | <input type="checkbox"/> Replacement        |                                             |
| Material _____ Style/type _____ Dimensions _____                                               |                                                                           |                                                          |                                             |                                             |
| <input checked="" type="checkbox"/> <b>OTHER</b> – Describe in detail below or use attachments |                                                                           |                                                          |                                             |                                             |

**DESCRIPTION OF ACTIVITY**

Describe in detail, the above activity (use attachments if necessary including type of materials to be used) and submit as applicable. Descriptive materials such as photos and drawings are necessary to illustrate the work and to help the commissioners and staff evaluate the proposed changes. Information should be supplied for each element of the proposed work along with general drawings and/or photographs as appropriate.

Failure to supply adequate documentation could result in delays in processing and denial of the request. Describe in detail below (add pages as necessary).

Please see attached shop drawings.

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

S \_\_\_\_\_

DATE

SIGNATURE OF OWNER(S)

DATE

SIGNATURE OF AGENT(S)

DATE

SIGNATURE OF OWNER(S)

DATE

SIGNATURE OF AGENT(S)

DATE

## APPLICATION DEADLINE

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

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

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



## 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.*

#### ALL WORK:

- ☐ Photograph of house and existing conditions from all relevant sides.

#### RENOVATIONS 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)

#### MATERIAL CHANGES:

- ☐ Written description of area involved.
- ☐ Color photographs or slides of areas involved and surrounding structures if applicable.
- ☐ Sample or photo of materials involved.

#### PAINTING, SIDING:

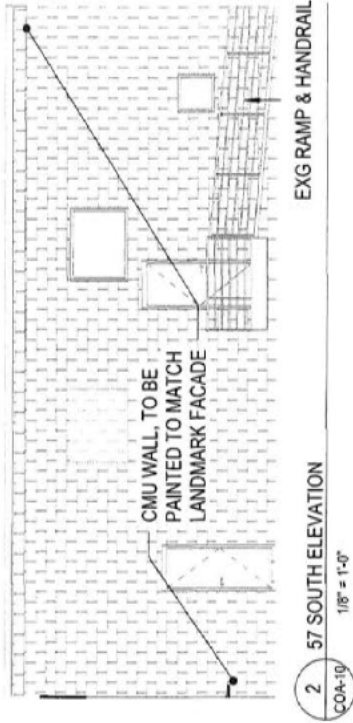
- ☐ Color photographs of all areas involved and surrounding structures if applicable.
- ☐ Samples of colors and/or materials to be used.
- ☐ Dimensioned elevation and section to scale, showing design of fence, material, and height in relationship to adjacent structures.

#### NEW CONSTRUCTION:

- ☐ 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.



EXISTING SITE CONDITIONS



EXG RAMP & HANDRAIL

2 57 SOUTH ELEVATION

1/8" = 1'-0"

COA-10

REPAIR EXG MASONRY  
PARAPET WALL W/  
SALVAGED BRICK FROM SITE

NEW PREFINISHED METAL COPING

NEW MASONRY PARAPET WALL TO BE CONSTRUCTED  
FROM SALVAGED BRICK FROM SITE

NEW WOODEN GARAGE DOOR  
& WOODEN BAR TOP (X2)

CMU WALL, PAINTED  
SHERWIN WILLIAMS  
URBANE BRONZE

PAINT TO MATCH LANDMARK FACADE

1 57, 59, 61 SHERMAN REAR FACADES

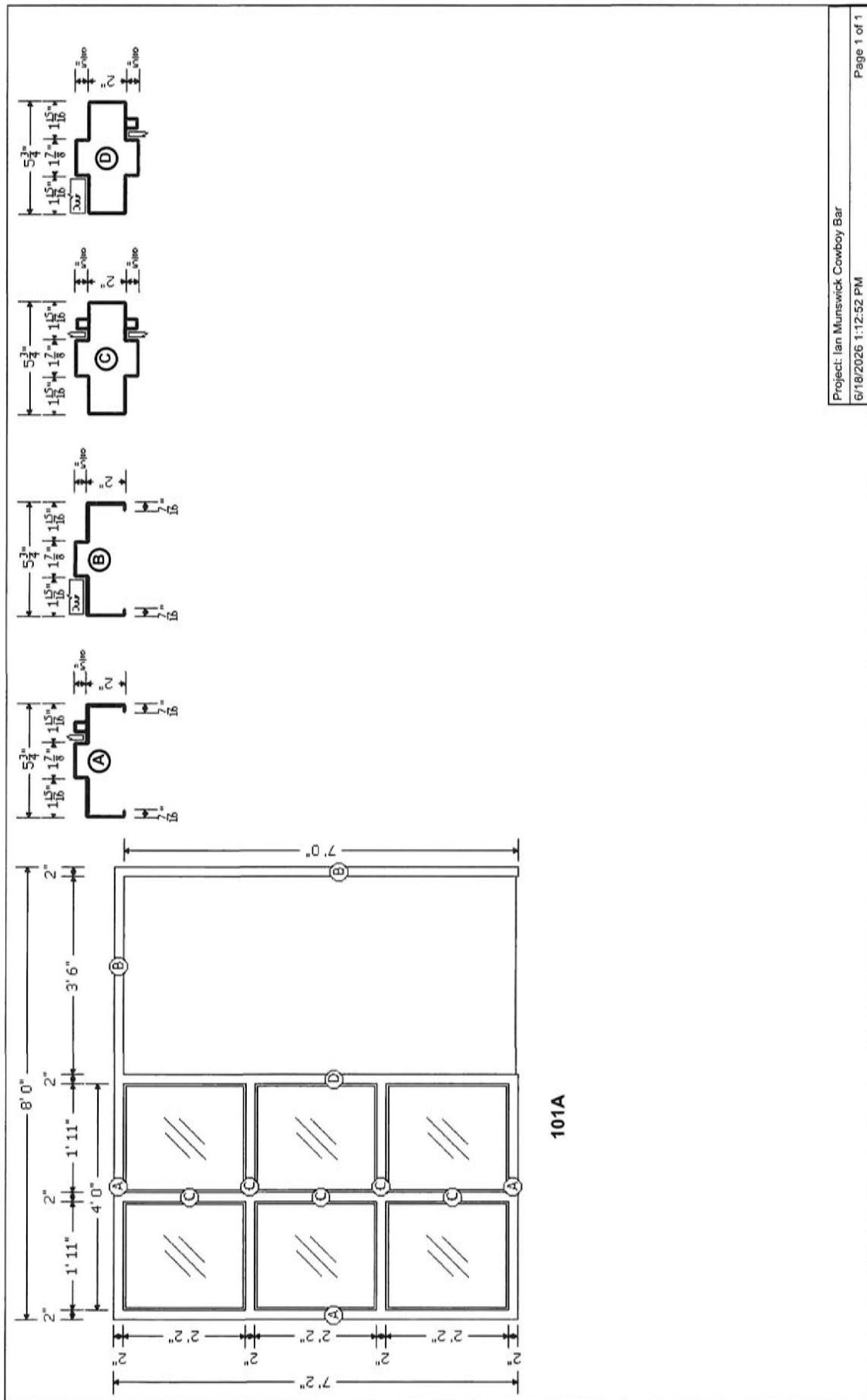
1/4" = 1'-0"

COA-10

IAN MUNSICK'S COWBOY BAR AND WESTERN GRILL  
PROPOSED REAR FACADES

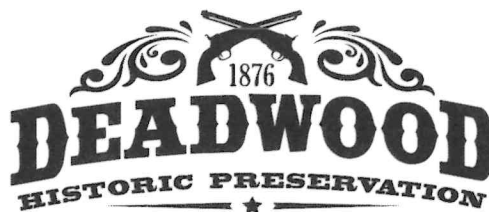
7/15/2026





Project: Ian Munswick Cowboy Bar  
6/18/2026 1:12:52 PM  
Page 1 of 1

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

March 12, 2026

Gerard Keating  
Deadwood Sundance 2023 LLC  
53 Sherman Street  
Deadwood, SD 57732

RE: Case No. 260038 – 57, 59, 61 Sherman Street

Dear Mr. Keating:

On Wednesday, March 11, 2026, the Deadwood Historic Preservation Commission reviewed your application for Certificate of Appropriateness for work at 57, 59, 61 Sherman Street, contributing structures located in the Original Town Deadwood Planning Unit in the City of Deadwood. The application was for permission to restore the back facades of the buildings as part of creating the Ian Munsick's Cowboy Bar and Western Grill. This is the first phase of the construction with more details and required approvals coming in the future.

The Deadwood Historic District Commission has determined the exterior alteration proposed is congruous with the historical, architectural, archaeological, or cultural aspects of the district and moved to grant a Certificate of Appropriateness for the project **contingent upon all four of the openings be like garage doors at the rear of the resources.**

A building permit must be issued prior to commencement of work on the resource. To request a building permit and pay the fees due regarding this project, please contact the City Building Inspector, Trent Mohr, at the Public Works Dept. at (605) 578-2082. Any changes to the scope of work must be approved by the Historic Preservation Commission.

Thank you for your support in preserving, protecting and promoting the rich and unique heritage of Deadwood – A National Historic Landmark. If you have any questions or need further information, please do not hesitate to contact our office at your convenience.

Sincerely,

Kevin Kuchenbecker  
Historic Preservation Officer

cc: Trent Mohr, City Building Inspector  
File

Date: March 05, 2026

Case No. 260038

Address: 57, 59, 61 SHERMAN ST, DEADWOOD, SD 57732

**Staff Report**

The applicant has submitted an application for Certificate of Appropriateness for work at 57, 59, 61 Sherman Street, contributing structures located in the ORIGINAL TOWN DEADWOOD in the City of Deadwood.

Applicant: Deadwood Sundance 2023 LLC  
 Owner: DEADWOOD SUNDANCE 2023 LLC0  
 Constructed: 1903-1909 and 1915-1923

**CRITERIA FOR THE ISSUANCE OF 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:**

In 1903 Adams built a tall one-story office building to the right of his three four-story buildings. That building has since been remodeled into what appears to be a two-story building. Notice the iron column on the 1903 building. Although it closely resembles the columns on the adjacent building, the flower is turned upside down. This column was manufactured in Deadwood by the Black Hills Foundry to match the other columns, which were manufactured out-of-state. The turned flower may have been done intentionally to differentiate the work, or to avoid patent problems. A one-story brick building was built to the right in 1916 to house Adams' delivery trucks. The final portion of the building was an extension of the garage built in 1933. The bricks used in those buildings are actually street pavers. How Adams obtained street paving brick is a mystery, but he may have purchased them when the streets were paved in 1907, while he was the city's mayor.

**2. Architectural design of the resource and proposed alterations:**

The applicant is requesting permission to restore the back facades of the buildings as part of creating the Ian Munsick's Cowboy Bar and Western Grill. This is the first phase of the construction with more details and required approvals coming in the future.

**Attachments:** Yes**Plans:** Yes**Photos:** Yes**Staff Opinion:**

Staff has requested revised drawings for the proposed openings to look more like garage doors at the rear of the resource. It is anticipated we will receive them prior to the meeting.

As currently proposed, the work and changes do have an adverse effect on the character of the building and 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  
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 HISTORIC PRESERVATION**  
 108 Sherman Street  
 Telephone (605) 578-2082  
 Fax (605) 578-2084



**FOR OFFICIAL USE**

Section 7 Item a.

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

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

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

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

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

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

### PROPERTY INFORMATION

Property Address: 57,59,61 Sherman Street

Historic Name of Property (if known): Formerly Butch Cassidy Suites

### APPLICANT INFORMATION

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

Owner's Name: Deadwood Sundance 2023 LLC

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

City: \_\_\_\_\_

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

E-mail: gerald@roundingrocks.com

Architect's Name: Chamberlin Architects

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

City: Ra

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

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

Contractor's Name: Jeff Larson (Scul Const)

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

City: \_\_\_\_\_

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

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

Agent's Name: Chamberlin Architects

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

City: \_\_\_\_\_

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

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

### TYPE OF IMPROVEMENT

☒ Alteration (change to exterior)

☐ New Construction

☐ General Maintenance

☐ Other \_\_\_\_\_

☐ New Building

☐ Re-Roofing

☐ Siding

☐ Awning

☐ Addition

☐ Wood Repair

☒ Windows

☐ Sign

☐ Accessory Structure

☒ Exterior Painting

☐ Porch/Deck

☐ Fencing



**FOR OFFICE USE ONLY**

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

**ACTIVITY: (CHECK AS APPLICABLE)**Project Start Date: ASAPProject Completion Date (anticipated): AUGUST '26☐ **ALTERATION** ☐ Front ☒ Side(s) ☒ Rear☐ **ADDITION** ☐ Front ☐ Side(s) ☐ Rear☐ **NEW CONSTRUCTION** ☐ Residential ☐ Other \_\_\_\_\_☐ **ROOF** ☐ New ☐ Re-roofing ☐ Material  
☐ Front ☐ Side(s) ☐ Rear ☐ Alteration to roof☐ **GARAGE** ☐ New ☐ Rehabilitation  
☐ Front ☐ Side(s) ☐ Rear☐ **FENCE/GATE** ☐ New ☐ Replacement  
☐ Front ☐ Side(s) ☐ Rear

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

☒ **WINDOWS** ☐ **STORM WINDOWS** ☒ **DOORS** ☐ **STORM DOORS**  
☐ Restoration ☐ Replacement ☒ New  
☐ Front ☐ Side(s) ☒ RearMaterial WOOD Style/type EXISTING☐ **PORCH/DECK** ☐ Restoration ☐ Replacement ☐ New  
☐ Front ☐ Side(s) ☐ Rear

Note: Please provide detailed plans/drawings

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

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

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

Describe in detail, the above activity (use attachments if necessary including type of materials to be used) and submit as applicable. Descriptive materials such as photos and drawings are necessary to illustrate the work and to help the commissioners and staff evaluate the proposed changes. Information should be supplied for each element of the proposed work along with general drawings and/or photographs as appropriate.

Failure to supply adequate documentation could result in delays in processing and denial of the request. Describe in detail below (add pages as necessary).

Please see attached drawing

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**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.

\_\_\_\_\_  
SIGNATURE OF OWNER(S)\_\_\_\_\_  
DATE\_\_\_\_\_  
SIGNATURE OF OWNER(S)\_\_\_\_\_  
DATE\_\_\_\_\_  
SIGNATURE OF OWNER(S)\_\_\_\_\_  
DATE\_\_\_\_\_  
SIGNATURE OF AGENT(S)\_\_\_\_\_  
DATE\_\_\_\_\_  
SIGNATURE OF AGENT(S)\_\_\_\_\_  
DATE**APPLICATION DEADLINE**

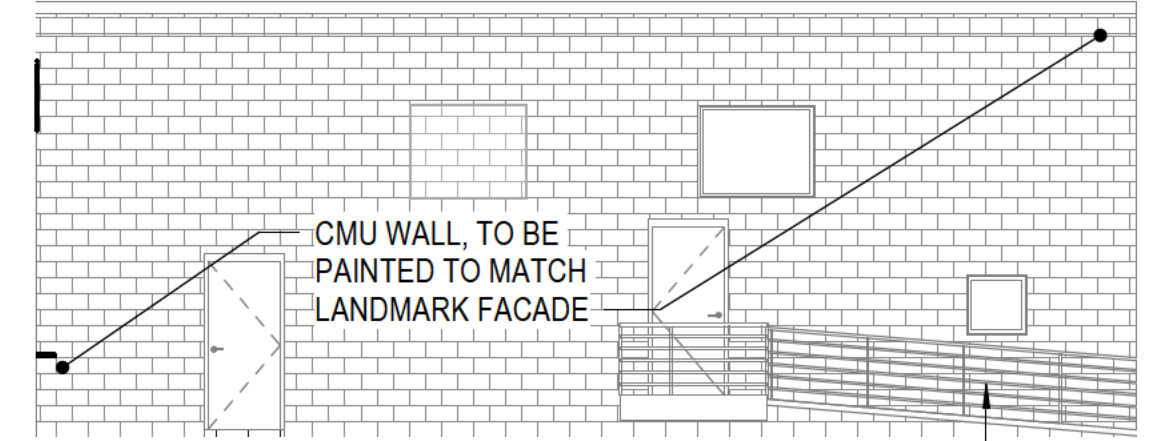
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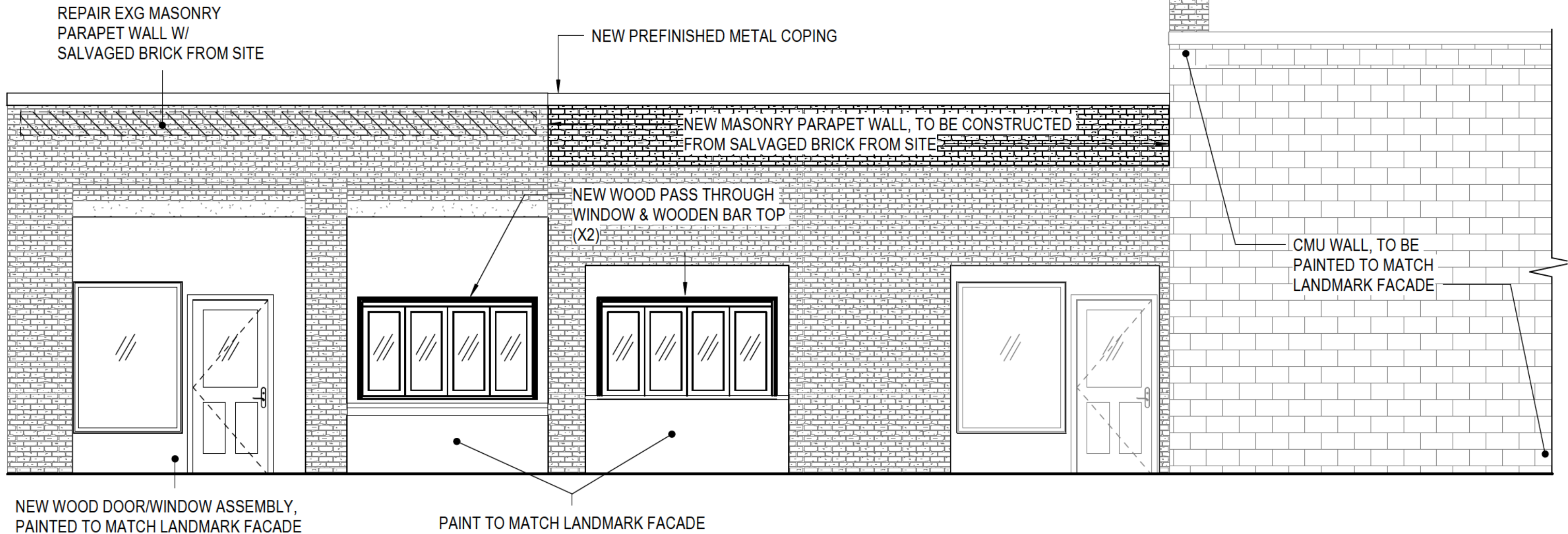


EXISTING SITE CONDITIONS



2 57 SOUTH ELEVATION  
COA-10 1/8" = 1'-0"

EXG RAMP & HANDRAIL



1 57, 59, 61 SHERMAN REAR FACADES  
COA-10 1/4" = 1'-0"