



Historic Preservation Commission Minutes

The monthly meeting of the Historic Preservation Commission was held on June 11, 2024 at 3:30 PM in the Community Room of the City/County Building at 414 E. Callender Street. The meeting was facilitated by Vice Chair Lindie Gibson.

1. Call to Order (3:30 PM)

2. Roll Call (Video 0:20 minutes)

In attendance: Vice Chair Lindie Gibson, Kristin Vanderland, Eli Isaly, Jack Luther. Blurock excused. Planning Staff: Jennifer Severson.

3. Approval of May 14, 2024 Minutes (1:00 minutes)

Vanderland motioned to approve the May 14, 2024 minutes. Islay seconded the motion. **Motion passes 4-0 (1:20 minutes).**

General Public Comments

No Public Comments.

New Business

A. DESIGN REVIEW - THE OFFICE - DOOR DECALS (128 S. MAIN STREET) (1:50 minutes)

Severson confirmed both front doors and side door all have new logo decal.

Vanderland motioned to approve the new logo decals as proposed. Gibson seconded the motion. **Motion passed 4-0 (2:40 minutes).**

B. PRESERVATION 101' WITH MT SHPO - KATE HAMPTON AND JOHN BOUGHTON WITH THE MONTANA STATE HISTORIC PRESERVATION OFFICE (SHPO) WILL PROVIDE GUIDANCE ABOUT HISTORIC PRESERVATION DESIGN REVIEWS AND GIVE AN OVERVIEW OF THE NATIONAL REGISTER NOMINATION PROCESS. (4:00 minutes)

Power Point presentations from Hampton and Boughton are attached. Q&A with HPC members and Patricia Grabow (204 E. Callender St.)

4. Old Business

None

5. Board Comments (1:28:40 minutes)

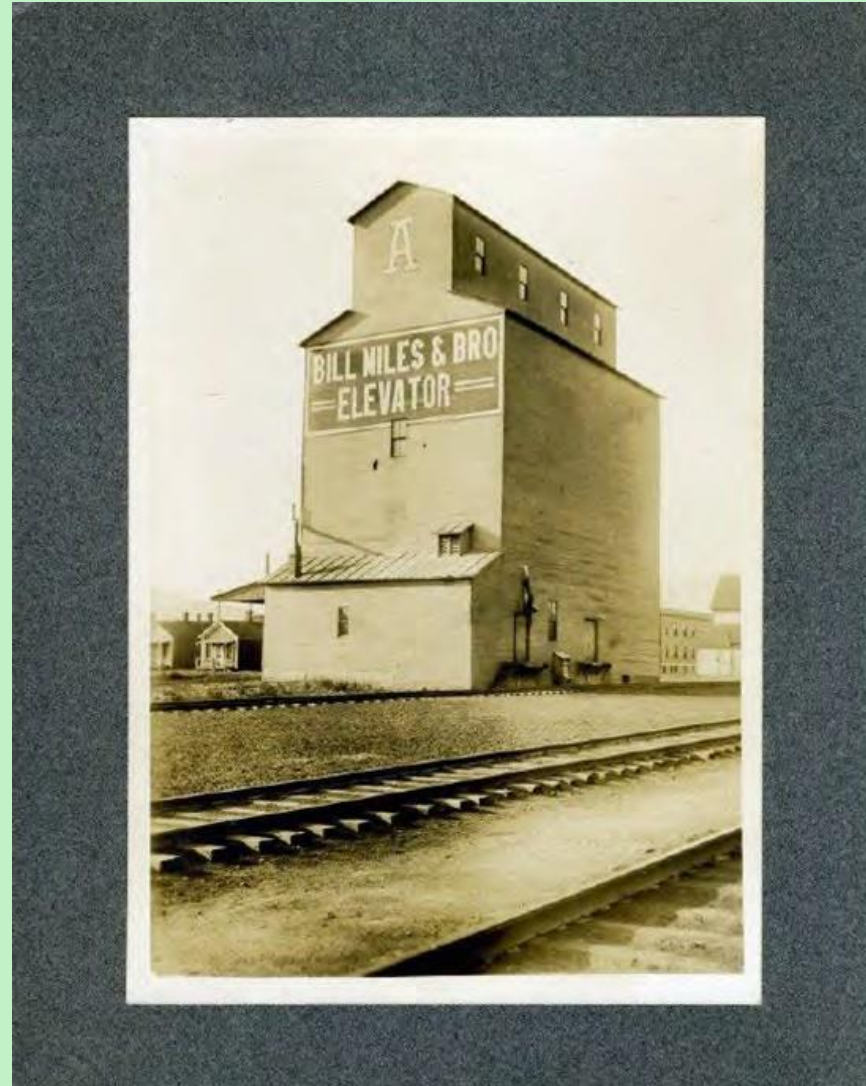
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Luther asked if completed Commercial Building Surveys in Downtown Historic District will be available online for the general public; Severson confirmed the City can include links on the City's HPC webpage. Luther asked for clarification about a couple of buildings that are to be included in the current survey efforts.

6. Adjournment (5:08 PM)

The National Register

The National Register Nomination Process



Billy Miles & Bro. Grain Elevator.

Photo Credit: Yellowstone Gateway Museum, No. 19823120073.

Program Overview: National Register of Historic Places

- Established by the National Historic Preservation Act of 1966, the National Register of Historic Places is the official federal list of districts, sites, buildings, structures, and objects significant in American history, architecture, archeology, engineering, and culture.
- National Register is closely related to but administratively separate from the National Historic Landmarks (NHL) program. As of September 30, 2006, the Secretary of the Interior had designated 2,429 properties as NHLs, 29 in Montana.



Livingston Memorial Hospital, circa mid-1950s. (Photo courtesy Yellowstone Gateway Museum)

Recently-listed Livingston and Park County Properties

Billy Miles & Brothers Grain Elevator

Livingston Memorial Hospital

Sacajawea/Miles Park

Convict Grade (Park Co.)

Frederick and Josephine Bottler House
(Park Co.)



What is under review?

- *Nominated property*
- Does it meet one or more of the National Register criteria? In other words, is it significant in history or prehistory, and does it retain integrity from its period of significance?
- *The nomination documentation*
- Does it justify the significance and integrity of the property?
- Has the property been adequate and accurately described?
- Could a layperson read the nomination and understand why the property deserves to be listed in the National Register? Why did the property receive federal recognition as significant in history or prehistory?
- Nomination ultimately becomes the legally admissible record of listing.

Major parts of a nomination

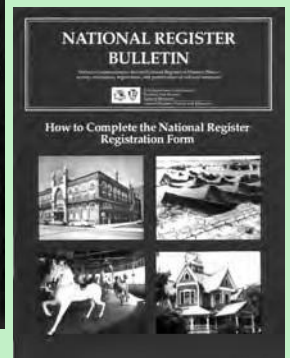
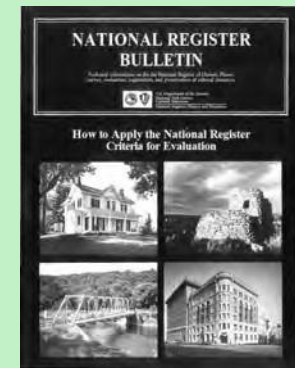
- Section 7—Consists of “Summary Paragraph” that provides locational information of where the property sits. The “Narrative Description” is a physical descriptions of all resources on a property—both contributing and noncontributing.
- A thorough Integrity discussion follows the resource descriptions.
- Section 8—Highlights the Areas of Significance (A, B, C, D). The section begins with a “Statement of Significance Summary Paragraph” followed by a detailed history and context for the property. The context relates the property to important themes in history or prehistory.
- NR Bulletins 15 and 16A are the primer for form completion
- Ask SHPO for a similar property NR nomination to use as an example

This is the first page of a National Register nomination form. It includes sections for:

- Description:** Architectural Classification (with a list of categories), Materials (with a list of materials), and Narrative Description (with instructions on how to describe the property).
- Summary Paragraph:** A section for providing locational information.

This is the second page of a National Register nomination form. It includes sections for:

- Areas of Significance:** A section for highlighting the Areas of Significance (A, B, C, D).
- Period of Significance:** A section for providing a detailed history and context for the property.
- Cultural Affiliations:** A section for relating the property to important themes in history or prehistory.



Nomination Examples

- Billy Miles & Brothers Grain Elevator
- Livingston Memorial Hospital
- Sacajawea/Miles Park
- Convict Grade (Park Co.)
- Frederick and Josephine Bottler House (Park Co.)
- Gardiner Jail (Park County)



What the Keepers notices

Evaluation of Properties During Review Process

- There are properties that have considerable historical significance that do not meet the National Register criteria (usually due to loss of integrity).
- Evaluation of properties involves degree of subjectivity, but it is incumbent to make well-justified, clearly-reasoned decisions. Strive for consistency.

Nomination Documentation

- Some of the most problematic nominations are purposefully written to avoid discussion of major questions vis-à-vis significance or integrity.
 - evaluative process requires honest assessment of the property and how it may have changed over time
 - this approach generally results in a stronger case for properties of marginal integrity or significance than turning a blind eye to the problems involved

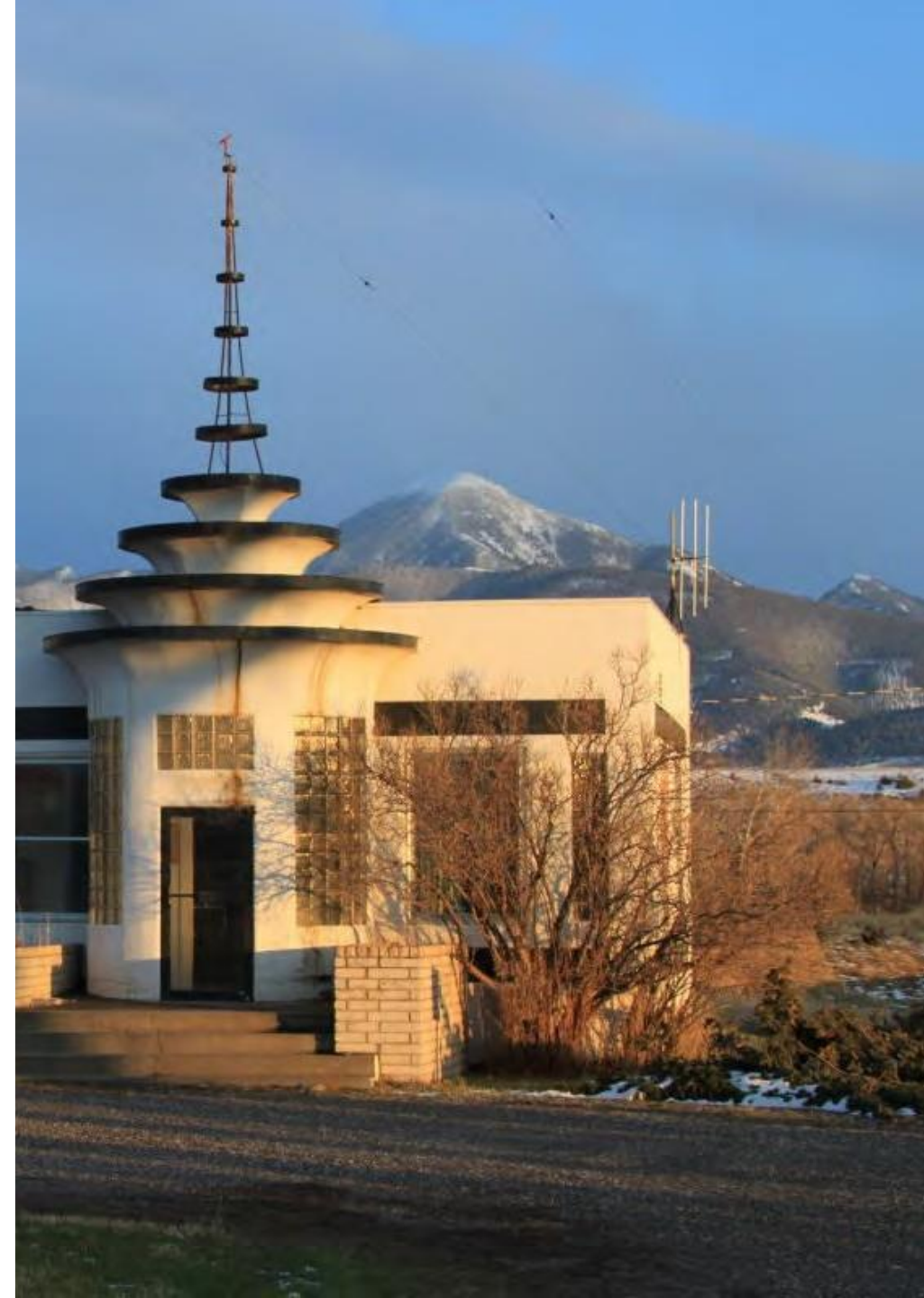
What comprises a good nomination?

- Strong, persuasive argumentation based on sound analysis
- Information provided should demonstrate the significance of the property, not just summarize its history
 - Should answer the “so what?” questions
 - Statements should be clearly connected to NR criteria and area(s) of significance selected
 - Should place property in context
- Narrative property description
 - should be thorough
 - should describe all elements of the property, contributing AS WELL AS NONCONTRIBUTING



Other issues noted by the Keeper...

- Common problems include:
 - property description only discusses significant (i.e., contributing) resources
 - determining period of significance under Criterion B
 - statement of significance assumes significance to be self-evident; should always be explained.
 - recommended level of significance is based on assumption or judgment about relative uniqueness or rarity, rather than evaluation in appropriate context
 - Ask the SHPO for a nomination to use as an example.



Substantive Review: What the Keeper will look for

First reading

- What is the property?
- What resources does it include?
- Why is it significant?

Second reading has essentially two parts

- 1) Thorough review of registration form. Are all data fields filled in as per published guidelines? Are entries correct?
- 2) Careful reading of property description and statement of significance. Focuses on critical evaluation of arguments for significance and integrity. Also considers appropriateness of boundary selected and justification provided.



Checklists: Technical and Substantive

NATIONAL REGISTER NOMINATIONS
TECHNICAL REVIEW

General Review
 Have all the blanks been filled, including "n/a" where applicable?

Section 1. Name of Property
 Is the name entered the one that best reflects the property's historic importance or was commonly used for the property during the period of significance?

Section 2. Location
 Are all items completed? Are the correct codes used? Is the name of the federal land area noted, if pertinent? If the property needs certain protection, has "not for publication" been checked?

Section 3. Certification
 Is a Level of Significance checked?
 Is the form signed by a SHPO, THPO, FPO, or authorized delegate?
 For concurrent nominations, have both parties signed the form?

Section 5. Classification
 Are all items completed? Is there a clear identification of the number of contributing and noncontributing resources?
 Does the resource count agree with the narrative in Section 7?

Sections 6. Function or Use
 Have the historic and current functions been indicated, using functions listed in the *How To Complete the NR Registration Form Bulletin*?

Section 7. Description
 Have the Architectural Classification and Materials sections been completed (where appropriate)?
 Is there an initial paragraph that identifies what is being nominated, summarizes its appearance, and describes the property's integrity?
 Have all alterations to the building/site over time been described and dated, to the extent possible? Do the descriptions of contributing/noncontributing resources agree with the resource counts in Section 5?
 For historic districts, is there a complete inventory list or accompanying sketch map identifying all resources counted and marked whether they contribute or not?

Section 8. Statement of Significance
 Has all pertinent information been included? The following are mandatory: Applicable NR Criteria, Areas of Significance, and Period of Significance. The following may be needed: Significant Person (if Criterion B is applicable), Cultural Affiliation (if Criterion D--and in some cases Criterion A—is applicable), Significant Dates and Criteria Considerations, as pertinent, and Architect/Builder (if "work of a master" pertains).
 Does the Narrative Statement include a summary paragraph indicating the pertinent NR Criteria, the period of significance, and the areas and level of significance of the property?
 In subsequent paragraphs, is the case made for each Area of Significance as it relates to a particular historic context/theme?

Section 9. Major Bibliographical References
 Are bibliographic sources provided?

Section 10. Geographical Data
 Does the verbal boundary description delineate the precise area within the boundaries of the property, not just a general location?
 Is the specific number of acres given? Is it consistent with the size of the area noted within the boundaries?
 Are lat/long coordinates or UTM references provided? Is the minimal requirement of three points given, if the property is 10 or more acres in area?

Section 11. Form Prepared By
 Is the preparer identified, with contact information?

Maps
 Is a locational map with defining coordinates enclosed and properly labeled?
 Is a map enclosed for historic districts that contains a north arrow and a scale?

Photos (Updated NR Photo Policy 2013)
 Are the photographs on the correct paper and appropriately identified and labeled?
 Is a photo log included? For historic districts, are photos keyed to the district map?
 Are the photo files saved as TIF files at the correct resolution on an archival quality CD?

NATIONAL REGISTER NOMINATIONS
SUBSTANTIVE REVIEW

Section 1. Name of Property
 Does the property name accurately reflect *historic ownership*?

Section 7. Description
 Does the descriptive narrative accurately reflect the checked?
 Are the important features of the property identified in the Description Section, including site, date, materials, style, size, roof-shape, story, plan, windows, foundation, details, interior?
 Does the Description include information about the setting, environment, and or surrounding buildings/areas?
 Is the Description clear and complete? If the property has been altered, is the difference between the original (or historic) and the current condition and appearance clear?
 Does the description convey the significant qualities of the property? Through what features? Do these features retain integrity?
 Have contributing and noncontributing features been identified?
 Have alterations (if any) been adequately described? Has the evaluation of their impact on the integrity been made? Have alterations been evaluated regarding significance that may have accrued over time?

Section 8. Statement of Significance
 Does the narrative clearly represent and convey the period of significance checked? Has the period(s) been justified in the Statement of Significance?
 Does the specific date or date range reflect the property's period of historic significance?
 Do the Areas of Significance reflect the significance of the property, not just its function?
 Is the Statement of Significance written in a clear and complete manner?
 Have all the applicable criteria been identified and documented within the Statement of Significance?
 Are any criteria exceptions (if applicable) justified according to their specific requirements?
 Does the context in which the property has been evaluated as significant justify the local, state, or national level of significance chosen for the property?
 Does the integrity relate to the overall property, not its features and parts?

Section 9. Major Bibliographic References
 Is there evidence that the bibliographic sources noted have been used in the preparation of the nomination?

Section 10. Geographical Data
 Have the boundaries been drawn to include all features directly related to the significance of the property?
 Have the boundaries and the acreage been justified?