



Historical Preservation Commission Agenda

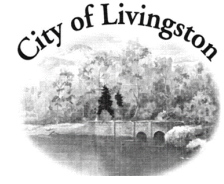
The regular meeting of the Historical Preservation Commission Committee has been scheduled for January 10, 2023 at 3:30 PM in the commission chambers of the City/County Building at 414 E. Callendar Street. This meeting will be facilitated by the Board Chair.

1. Roll Call
2. Approval of Minutes
 - [A.](#) Approve December 13, 2022 Minutes
3. New Business
 - [A.](#) Authorization for the Chair of the HPC to sign the 2023-2024 Certified Local Government Grant Application.
 - [B.](#) Design Review- Fainting Goat Pub Exterior Renovation
4. Old Business
 - A. Update on Hiatt House and Wolf's Mercantile signs
5. Public Comments
7. Adjournment
6. Board Comments

File Attachments for Item:

A. Approve December 13, 2022 Minutes

City of Livingston, Historic Preservation Commission Minutes



Date: December 13, 2022

The monthly meeting of the Historic Preservation Commission was held in the commission chambers of the City/County Building on Tuesday, December 13, 2022 at 3:30 PM.

I. Call To Order: 3:50 by Commissioner Blurock (meeting started late due to technical difficulties with zoom connection)

II. Roll Call:

Present: Jack Luther (via zoom), Lindie Gibson, Tom Blurock and Kristin Vanderland

City Staff: Grant Gager, Jennifer Severson.

III. Approval of Minutes:

The November 15, 2022 minutes were approved as submitted.

IV. Public Comments:

None.

V. Design Review:

None.

VI. New Business:

1. Grant Gager, the new City Manager, was introduced and provided some professional background information. Stated goal for city staff to provide better administrative support to boards, including creating meeting agendas and recording and distributing meeting minutes. Key priority for boards in 2023 will be Growth Policy implementation.

TB asked about Downtown Master Plan process update- efforts by Jen Madgic. GG confirmed ~ \$100K in funding is available for Downtown Plan process and provided estimated timeline to begin (possibly late May 2023). TB expressed concerns about having a Downtown Plan that can actually be implemented. GG discussed the city's adopted Urban Renewal Plan and mentioned city's desire to have URA involved in planning process. JS noted that city can tailor the Downtown Master Plan Scope of Work/ Request for Proposals to include specific elements and sub-plans (ex. Parking and housing studies).

2. Tabled Historic Preservation Commission 2022 Annual Report review until the January 10, 2023 meeting.
3. Sacajawea/ Miles Park National Historic District application – recommendation to support/ not support the application to City Commission. Motion to support application made by TB; seconded by LG. All in favor- motion passed.

VII. Old Business:

None

VIII. Staff Update:

1. Staff provided brief update on Wolf's Mercantile and Hiatt House outstanding sign violations. Staff will continue to work with Steve Kunnath (Code Enforcement Officer) and business owners to remedy sign violations.

IX. Committee Member Comments:

None

X. Adjournment:

Meeting adjourned at 4:55 PM.

File Attachments for Item:

A. Authorization for the Chair of the HPC to sign the 2023-2024 Certified Local Government Grant Application.

Certified Local Government Grant Application

**For the grant period
April 1, 2023 to March 31, 2024**

Application Deadline

February 15, 2023

**Montana State Historic Preservation Office
PO Box 201202
Helena, MT 59620-1202
(406) 444-7715**

2023-2024 GRANT APPLICATION

CERTIFIED LOCAL GOVERNMENT PROGRAM

Certified Local Government: City of Livingston

Address: 220 E. Park St., Livingston, MT

Contact Person: Jennifer Severson, Planning Director

Tax ID: 81-6001286

Period of Grant Request: April 1, 2023 to March 31, 2024

Scope of Work: The National Park Service asks we grant funds to CLGs for kinds and levels of work that reflect increasing sophistication, skills, and roles by the Preservation Officers, in other words, tasks that reflect improvement in community thinking. For this section, please itemize special projects, products or projects starting or completing, meetings to be attended, regular work duties, etc., and specifically, ways in which the federal grant funds will help a project or program beneficial to the growth and development of the local program. Please tie your tasks to your community's Preservation Plan. If not, please explain.

Check if Scope of Work is continued on additional pages.)

The Livingston CLG program will continue to provide design review and consultation to downtown businesses and property owners. The HPO would also like to continue with the downtown historic building survey that took place during 2017-2020 by a consultant paid through CLG funds.

CLG funding has been vital in allowing staff to allocate time to historic preservation meetings and work. It will also be instrumental to allowing the city to hire a consultant to continue downtown historic building surveys which are necessary to update documentation of contributing structures within the downtown historic district.

The 2023 Preservation Plan is attached.

BUDGET

4-1-2023 to 3-31-2024 Budget	Cash Amount	Cash Source	In-kind Amount	In-kind Source	Total
A. Salaries, Wages, Benefits	\$58.75/ hr. x 20 hrs/ week x 52 weeks = \$62,275	CI			\$62,475.00
B. Office Rental					
C. Equipment					
D. Supplies & Materials Itemize major categories					
E. Postage					
F. Telephone & Internet					
G. Photocopies					
H. Preservation Commission Number of hours X * rate X number of members X number of meetings			5 members x 1.5 hrs/ meeting x \$26.48/ hr x 12 meetings	NP	\$2,381.40
I. Volunteers Hours X * rate X number of volunteers.					

J. Travel Mileage Number of miles X \$0.625. Include funds for HPO and/or Commissioners to attend CLG annual training	\$0.625 x 250 miles (rd trip)	CI			\$156.25
K. Travel Meals # of Meals X rate: Breakfast - \$7.50 Lunch - \$8.50 Dinner - \$14.50	2 breakfast x \$7.50 3 lunch x \$8.50 2 dinner x \$14.50	CI			\$69.50
L. Lodging \$98.00 plus tax X number of nights	\$98.00 x 2 nights	CI			\$196.00
M. Project (s) Expenses – fully itemized	District Survey \$6,000	F			\$6,000.00
N. Other Expenses – fully itemized.					
M. Total Expenses					\$71,278.15

SOURCE KEY:
F-Federal
CI-City
CO-County
NP- Private/Non-Profit

* Federally approved minimum rate for volunteers is **\$26.48 per hour.**

SOURCES OF REVENUE/FUNDING

AMOUNT

Itemized Cash Match Source

___ Historic Preservation Officer _____	\$ 62,475.00 ___
___ Travel Mileage _____	\$ 156.25 ___
___ Travel Meals _____	\$ 69.50 ___
___ Lodging _____	\$ 196.00 ___
_____	_____
_____	_____

Itemized In-Kind Match Source

___ Historic Preservation Commission _____	\$ 2,381.40 ___
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Federal HPF Grant Request from SHPO

___ Project Expenses _____	\$ 6,000.00 ___
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TOTAL REVENUE	\$ 65,278.15__
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**Certified Local Government
Historic Preservation Commission Chairperson or President**

Signature _____ Date _____

Name (typed) _____

Address _____

Telephone _____

**Certified Local Government
Chief Elected Official**

Signature _____ Date _____

Name (typed) _____

Title _____

Address _____

Telephone _____

(The local government administrator may sign **in addition** to the Chief Elected Official.)

**Certified Local Government
Historic Preservation Officer**

Signature _____ Date _____

Name (typed) _____

Address _____

Telephone _____

Please attach the meeting minutes (or an alternate way in writing) at which your application was discussed and approved by the Preservation Board/Commission.

Please attach a list of the historic preservation board members' names citizen membership, terms (year ending), their professional discipline or status as a citizen member on the board, and contact information.

Historic Preservation Commission

Preservation Plan 2023

- Help coordinate on-going capital infrastructure projects within the District.
- Continue to encourage and assist with the placement of appropriate historical markers/signs.
- Provide input with regard to on-going Growth Policy revision and any resulting regulatory changes.
- Continued Design Review within the District.
- Participate in the upcoming Downtown Master Plan process.

Projects

- Continue to implement the Historical Survey of the Downtown district. This project began in 2015-16 and is proposed to be on-going as funding allows. The contractor who undertook the work, to date, is no longer available; therefore, the city will be hiring a new contractor to continue the survey work.

File Attachments for Item:

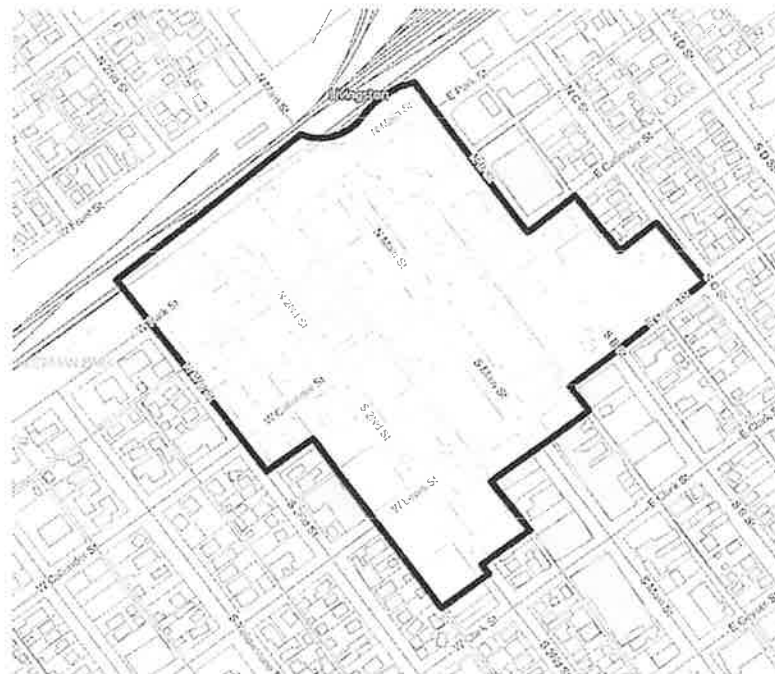
B. Design Review- Fainting Goat Pub Exterior Renovation

City of Livingston
Department of Planning
220 E. Park St.
Livingston, MT 59047
(406)222-4903
planning@livingstonmontana.org



City of Livingston Historic Design Review Instructions

Historic Design Review is required for all exterior and signage modification of any structure within the Downtown Historic District (map below), including painting and façade changes. All Historic Design Review Permits are reviewed by the Historic Preservation Committee (HPC). The HPC meets at 3:30 p.m. on the second Tuesday of every month. Applications must be submitted 10 days prior to the HPC meeting to be included on the next meeting agenda.



Submittal Requirements:

- Completed Application Form
- Building Elevations with dimensions of doors and windows, proposed changes, materials and colors, and architectural features clearly shown.
- Sign plans showing location, size, shape, color, wording and mounting structure (if required).
- Photographs of the structure and adjoining structures.
- Any other documents needed to show compliance with Chapter 31 of the Livingston Municipal Code- Historic District Overlay Zoning.

All documents shall be submitted on either 8 ½” x 11” or 11” x 17” paper. Additionally, digital copies of the submittal in PDF file format are required.



City of Livingston
Department of Planning
220 E. Park St.
Livingston, MT 59047
(406)222-4903
planning@livingstonmontana.org

City of Livingston Historic Design Review Application

1. **Property Owner Name:** Excelsior Montana Holdings

2. **Location of Property**

General Location: Downtown Livingston
Address: 122 North Main Street, Livingston
Subdivision: _____ Lot: _____ Block: _____
Zoning District: _____

3. **Contact Information**

Property Owner
Home Address: 101 S. Wallace Ave Unit 203
Bozeman MT 59715
Phone Number: 406-585-1765
Email Address: susie@envidesign.com

Primary Contact/ Applicant
Name: Azure Tarpey
Address: 281 Saddle Peak Cir
Bozeman MT 59715
Phone Number: 406-579-4261
Email Address: azuretarpey@gmail.com

Secondary Contact
Name: _____
Address: _____

Phone Number: _____
Email Address: _____

4. Project Information

Proposed changes: ADD Siding
8in wide Shiplap - rough sawn wood

New or updated sigange? Yes No

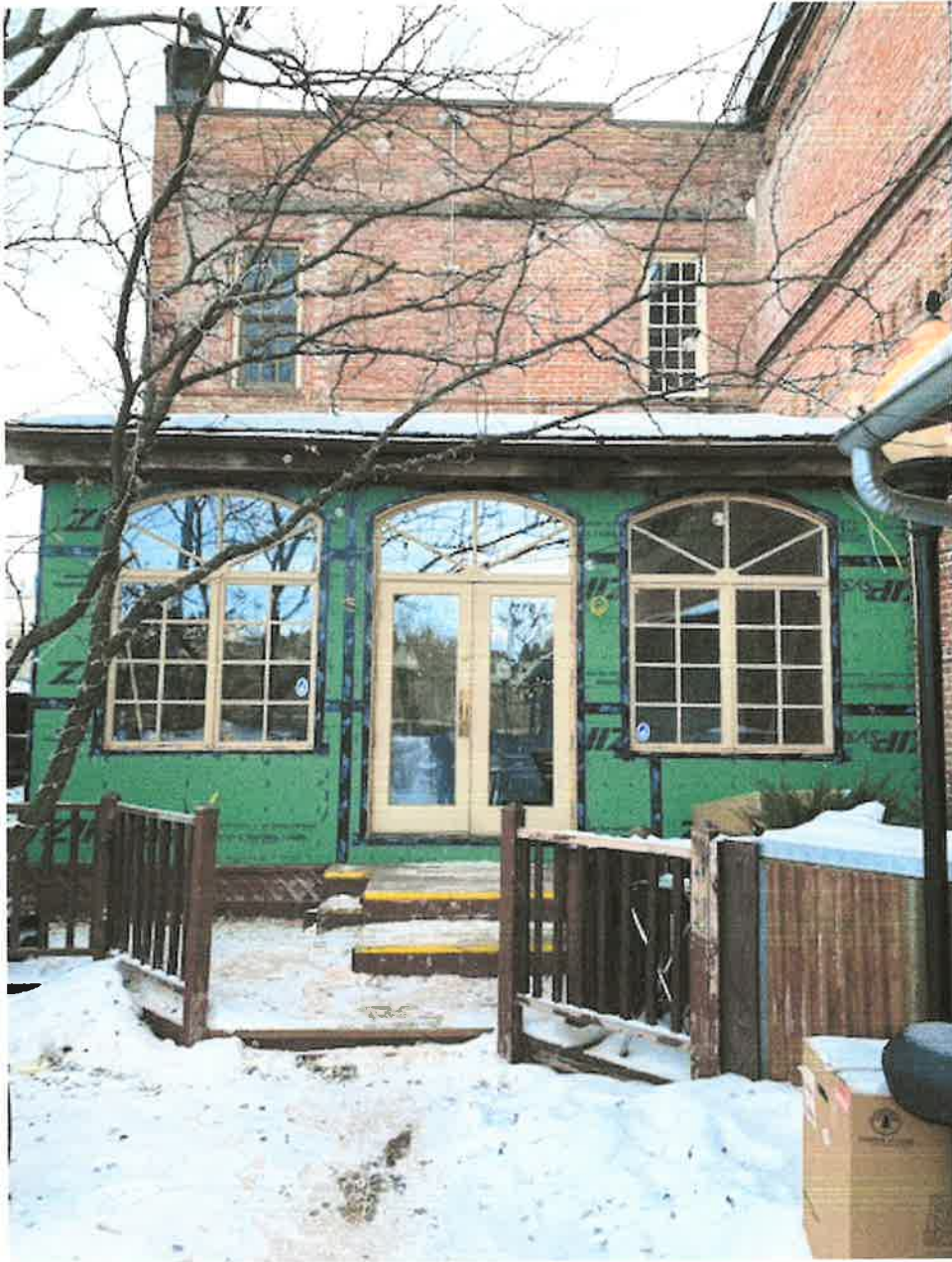
Zoning permit required? Yes No

Building permit required? Yes No

I hereby certify that the information included in this application is true and accurate.


Applicant's Signature

12-19-22
Date









Glenn's, Food and Spirits

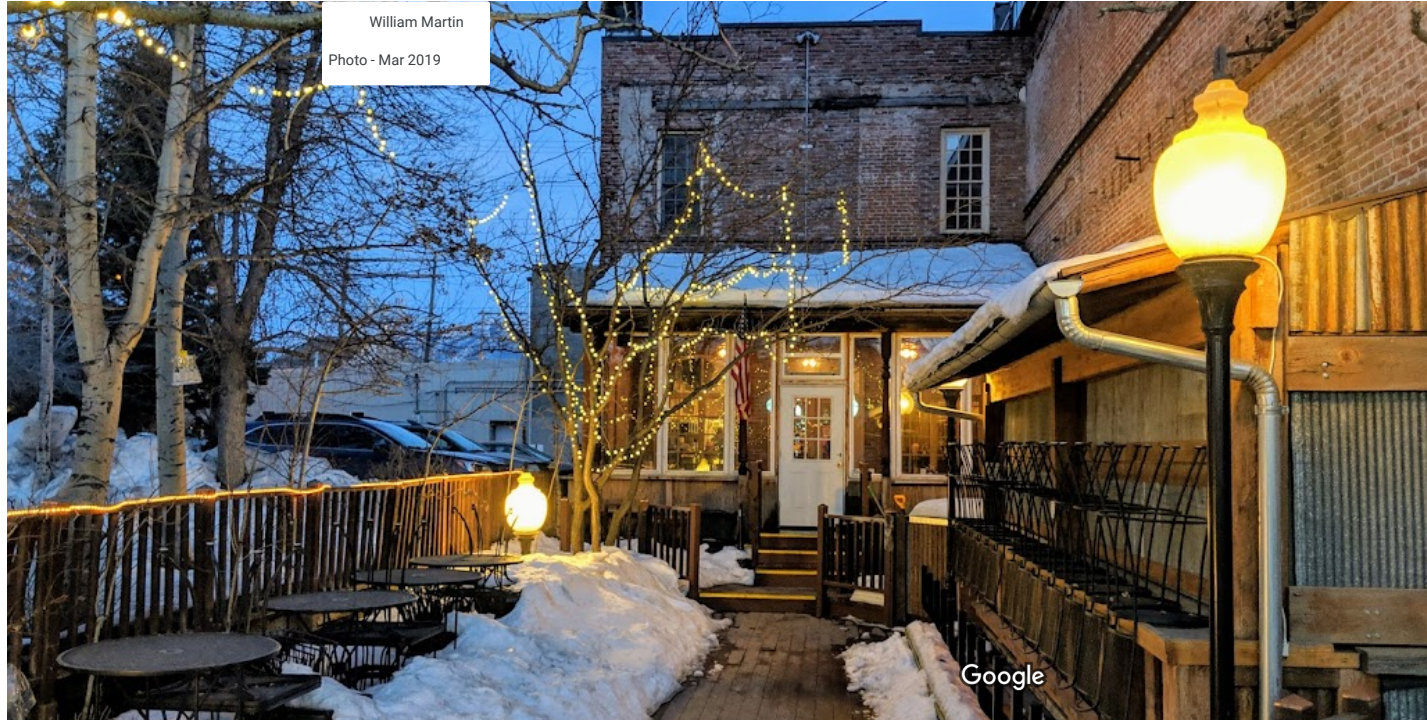


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Glenn's, Food and Spirits



All

Food & drink

Vibe

Street View & 360°