



HISTORIC PRESERVATION COMMISSION

MEETING AGENDA

August 16, 2023

Tom Baker Meeting Room	3:00 p.m.	City-County Office Building
The City of Bismarck encourages citizens to provide their comments via email to planning@bismarcknd.gov. The comments will be sent to the Historic Preservation Commissioners prior to the meeting and included in the minutes of the meeting. To ensure that comments are compiled and forwarded to the Historic Preservation Commission with enough time to review all comments, please submit your comments no later than 12 noon the day of the meeting. Comments should also include which agenda item number or topic your comment references and your name (anonymous		comments will not be forwarded to the Historic Preservations Commissioners or included in the minutes of the meeting). If you would like to appear via video or audio link for a 3-5-minute comment on a public hearing item, please provide your e-mail address and contact information to ijohnson@bismarcknd.gov at least one business day before the meeting. As always, live meeting coverage is available on Government Access Channels 2 & 602HD, FreeTV.org, ROKU, Apple TV and Fire TV.
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MINUTES

1. Consider approval of the minutes of the July 19, 2023 meeting of the Bismarck Historic Preservation Commission.

PUBLIC COMMENT

2. The public comment period is available for residents and other interested parties to address items on the agenda or any general public input for consideration by the Historic Preservation Commission.



REGULAR AGENDA

- 3. **Historic Preservation Plan Update** 6
 - a. Draft Inventory of Historic Resources 18
 - b. Draft List of Goals and Objectives 19
 - c. Draft Survey 22
- 4. **2023 Historic Preservation Fund Grant**
 - a. Priority 2 – Historic District Street Light Banners subcommittee update
 - b. Priority 3 – Historic District Walking/Driving Tour Maps subcommittee update
- 5. **Historic Timeline Distribution Update** 25

OTHER BUSINESS

- 6. **Other Business**
 - a. Existing Historic Building/Neighborhood Walking Tour Update
 - b. Bismarck Event Center Historic Timeline Proposal

ADJOURNMENT

- 7. **Adjourn:** The next regular meeting date is scheduled for September 20, 2023, at 3:00 PM in the Tom Baker Meeting Room.

**BISMARCK HISTORIC PRESERVATION COMMISSION
MEETING MINUTES
July 19, 2023**

The Bismarck Historic Preservation Commission met on Wednesday, July 19, 2023 at 3:00 p.m. in the Tom Baker Meeting Room in the City-County Office Building, 221 North 5th Street. The meeting was held in person and via Zoom. Chair Sakariassen presided.

Commissioners present were Blake Dinkins, Damita Engel, Calvin Grinnell, Tory Jackson, Beth Nodland (via Zoom) and Amy Sakariassen

Commissioner Michael Connelly was absent.

Staff members present were Sandra Bogaczyk – Office Assistant II, Isak Johnson – Planner, Daniel Nairn – Planning Manager, Stephanie Pretzer – Assistant City Attorney and Amanda Yellow – Sales/Marketing Manager at Bismarck Event Center.

MINUTES

Chair Sakariassen called for consideration of the minutes of the June 21, 2023 meeting of the Historic Preservation Commission.

MOTION: A motion was made by Commissioner Dinkins to approve the minutes of the June 21, 2023 meeting of the Historic Preservation Commission. The motion was seconded by Commissioner Grinnell and with Commissioners Dinkins, Engel, Grinnell, Jackson, Nodland and Chair Sakariassen voting in favor of the motion, the motion was approved.

PUBLIC COMMENT

Chair Sakariassen asked if there were any public comments.

There being no public input, Chair Sakariassen resumed the meeting.

COMMISSION CHANGES

Chair Sakariassen stated her heartfelt farewell and best wishes to Walt Bailey. She offered her thanks for his dedicated work as a Historic Preservation Commissioner.

Chair Sakariassen welcomed Damita Engel and asked her to share some words about her background pertaining to the Historic Preservation Commission and thanked her for her service.

BISMARCK EVENT CENTER HISTORIC TIMELINE PROJECT PROPOSAL

Mr. Johnson stated that the Event Center, built in 1969, has interest in collaborating with the Historic Preservation Commission in creating a timeline project like the one created for the City of Bismarck.

Ms. Yellow described the space in the Event Center where she intends the timeline to be mounted and displayed. She also distributed images showing possible designs highlighting 50 years at the Event Center. She asked Commissioners for assistance in discovering notable events, strategies for assembling information and in authoring the document and stated that she is open to the time-constraints of commission members.

There was discussion about process, time-constraints and guidelines developed through the previous Timeline project.

Chair Sakariassen suggested forming a subcommittee to assist with the request, asked if there was a deadline and stated that the Historic Preservation Commission would act in an advisory role rather than writing the document. Ms. Yellow stated that there is no deadline or schedule for completing the project and that she appreciated any assistance in creating as successful a document as the Historic Preservation Commission Historic Timeline.

Chair Sakariassen stated that it is worth having a discussion at the August meeting since the Historic Preservation Commission is intended to expose more people to historical events.

2023 HISTORIC PRESERVATION FUND GRANT 2023 HPF GRANT UPDATE

Mr. Johnson stated that the Historic Preservation Fund Grant has been signed and is current through September 30, 2025.

HISTORIC DISTRICT STREET LIGHT BANNERS SUBCOMMITTEE UPDATE

Mr. Dinkins stated that there is a subcommittee meeting with Ms. Nodland on Friday, July 21, 2023 and since some commission term limits are in December he suggested involving other members for the sake of continuity should he or Ms. Nodland not be reappointed.

Chair Sakariassen suggested talking with the Downtowners. Ms. Nodland stated that they expect to talk with the Downtowners and that the process to invite others to the subcommittee will be decided on Friday.

HISTORIC DISTRICT WALKING/DRIVING TOUR MAPS SUBCOMMITTEE UPDATE

Chair Sakariassen stated that she is talking with the printers and cost will be discussed. Ms. Nodland invited Chair Sakariassen, who accepted, to meet on Friday in subcommittee to discuss.

UPDATE ON HISTORIC TIMELINE DISTRIBUTION

Mr. Dinkins stated that he created a spreadsheet showing various groups to receive Historic Timeline books. There was discussion about various sponsors and contacts.

Mr. Dinkins distributed suggested images of a poster and postcard with a QR, quick response, code and suggested that they could advertise the locations of available Timeline books. There were no objections to using the images.

There was discussion about how to distribute remaining books and methods of contacting the public to direct them to appropriate distribution locations including senior living homes, the Former Governors' Mansion State Historic Site and Camp Hancock as well as other locations.

OTHER BUSINESS

Chair Sakariassen summarized Commission objectives mentioned in this meeting and stated that she likes the QR poster image.

Ms. Nodland asked if any of the Historic Preservation Commission Plan or grant business needed to be addressed. Mr. Ehreth stated that staff will verify and update Commission members at the next meeting.

ADJOURNMENT

There being no further business, Chair Sakariassen declared the meeting of the Bismarck Historic Preservation Commission adjourned at 3:33 p.m. to meet again on August 16, 2023 at 3:00 p.m. in the Tom Baker Meeting Room.

Respectfully Submitted,

Sandra Bogaczyk
Recording Secretary

APPROVED:

Amy Sakariassen, Chair

MEMORANDUM

TO: Chair Sakariassen and Historic Preservation Commission

FROM: Isak Johnson, Planner

SUBJ: Historic Preservation Plan Update

DATE: August 10, 2023

The Bismarck Historic Preservation Plan is a document originally pioneered by the Bismarck Historic Preservation Commission (HPC) shortly after the commission's creation in 2019; however, once the HPC undertook the endeavor of creating the 150th Anniversary Historic Timeline of the City of Bismarck, completion of the plan was delayed until the timeline was finished.

The intent of the Bismarck Historic Preservation Plan is to ultimately serve as an encyclopedia of resources, including information on tax credits, legislation, and organizations, that are relevant to the goal of historic preservation throughout the Bismarck community specifically (though much of the information could be applied to other communities as well).

The sections of the plan that are still in progress include the Plan Development Summary (likely to be one of the final steps to be completed), an Inventory of Historic Resources, and a list of Goals and Objectives. The latter two of the three, in particular, will require HPC input on any updates or revisions to their respective lists. As such, accompanying this memo are the current draft forms of the Inventory of Historic Resources and the list of Goals and Objectives as well as the current draft of a possible accompanying survey to steer future HPC priorities.

A full version of the current draft of the Historic Preservation Plan is included in the electronic packets emailed to members and posted on the City of Bismarck agenda center. A hard copy of the full draft plan can be provided to HPC members upon request.

Bismarck

HISTORIC PRESERVATION PLAN



MAIN AVENUE, BISMARCK, NORTH DAKOTA

City of Bismarck
Historic Preservation Commission

Historic Preservation Commission adoption _____

City Commission adoption _____

Acknowledgements

Bismarck Board of City Commissioner

Steve Bakken, President

Nancy Guy

Steve Marquardt

Shawn Oban

Greg Zenker

Bismarck Historic Preservation Commission

Amy Sakariassen – Chair

Beth Nodland – Vice Chair

Walt Bailey

Steve Bakken

Blake Dinkins

Calvin Grinnell

Tory Jackson

Additional Assistance

City of Bismarck Plan Preparation

Ben Ehreth, Community Development Director

Kim Lee, Planning Manager

Will Hutchings, Planner

Cover Photo:

Blake Dinkins - Photo Collage of East Main Avenue

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Introduction

Bismarck has a tremendous wealth of historic resources that contribute to the unique identity and strong character of the community. The city's historic resources contribute in a variety of ways, but many of these resources may be vulnerable to development pressures and other modern threats. The City of Bismarck Historic Preservation Commission has created this plan to provide guidance on historic preservation activities for the City. The plan along with the resources cited and definitions of historic character are meant to provide an understanding of the past and current state of historic resources and the identified goals and objectives will provide a framework for future historic preservation activities. Why is Historic Preservation important?

Local efforts to boost historic preservation have economic, environmental, cultural and education benefits for our community.

The economic benefits for historic preservation range from increased tourism, development of skilled labor and a stronger tax base. Heritage tourism provides sales tax dollars and can boost hospitality and travel industries. Historic buildings and districts help foster vibrant, cultural places that draw tourism, art, festivals, and other activities which in turn draw investment, revenue, and economic growth. Historic rehabilitation can create specialized and highly skilled jobs. Historic preservation strengthens neighborhoods, can help stabilize property values and bolster neighborhood cohesion. Rehabilitation and adaptive reuse often cost less than new construction without requiring new costly civic infrastructure.

Historic preservation lessens environmental impacts. Historic rehabilitation reduces waste while preserving cultural heritage. Reusing an existing building prevents loss of buildings and materials that were crafted of time and place. Maintaining existing inventories of historic properties reduces the adverse effects of urban sprawl. Historic districts are typically more walkable and reduce the need for automobile travel to complete most tasks.

[Insert Photo of past Demolition]

Historic preservation bolsters the culture of the community. Historic preservation reinforces the five senses of a quality community - sense of place, sense of identity, sense of evolution, sense of ownership, and sense of community - Donovan Rypkema. Buildings are the most direct and substantial representation of history and place. Historic buildings and districts provide tangible reminders that strengthen civic pride and convey what makes Bismarck unique. Building on an understanding and appreciation for our community's past can also help strengthen and inform our community's future.

Educational opportunities are supported by historic preservation. Historic preservation elevates discussions about our community and the past endeavors of residents. Understanding the past informs decisions that help encourage civic pride and guide future decisions. School curriculums that promote the history of the community helps build sense of hometown pride and offer a local historic lens within the greater context of our state, national and world history.

Plan Development Summary

To be Completed

DRAFT

Overview of the Historic Preservation Commission

The City of Bismarck started the process to establish an Historic Preservation Commission in summer of 2018 upon the request of citizens who contacted the Community Development Department. The creation of the Historic Preservation commission also included the possibility of becoming a Certified Local Government. In response, City staff reached out to the State Historic Preservation Office to learn more about the steps necessary to become a Certified Local Government as well as to research what are the potential benefits and responsibilities associated with being a Certified Local Government. Staff then sought guidance from the City Commission to proceed with the necessary steps for implementation.

The formation of the Historic Preservation Commission included ordinance amendments to establish a historic preservation purpose and declaration of public policy, powers and duties, and membership terms, appointment and qualifications. The ordinance was adopted by the City Commission on January 8, 2019.

After submitting all necessary requirements to the State Historic Preservation Office and National Park Service, the City of Bismarck received notice that it was granted Certified Local Government status on April 29, 2019. Bismarck is the 2012th local government to join the ranks as a partner in the Federal Preservation Program and the eight Certified Local Government in North Dakota.

The Historic Preservation Commission is an advisory board made up of seven local historic preservation experts. The commission's main responsibilities are to advise on matters related to nominations to the national register of historic places, assist in the nomination process, work to promote and educate about the city's history, heritage, historic properties and past citizens. The Historic Preservation Commission also serves as a resource for citizens and the city to seek local historic expertise as needed.

Applicable Historic Preservation Laws

This Historic Preservation Plan was proposed and adopted by the Historic Preservation Commission to further the purposes of the city ordinance that created the commission; guide the commission in the exercise of its powers and duties under the ordinance; guide the city in fulfilling its obligations pursuant to the Local Government Certification Agreement; and foster public input and interest in the commission's work.

The powers and duties of the commission may in some cases be informed or affected by various local, state and federal laws. The purpose of this section is to provide a summary of this legal context.

City of Bismarck Historic Preservation Laws

The following laws, policies, and agreements apply to the City of Bismarck:

Historic Preservation Commission Ordinance. Chapter 2-12 of the City Code of Ordinances was adopted by the Bismarck Board of City Commissioners on January 8, 2019 to create the Historic Preservation Commission. The purpose of the ordinance is to preserve the historic properties and districts by providing guidance on the various functions of the City relating to the built environment. The ordinance establishes the membership, powers, and duties of this new commission, including the responsibility to inventory historic assets, make recommendations to the Board of City Commissioners and other political bodies regarding historic preservation, and develop educational programs and outreach.

Local Government Certification Agreement. The City of Bismarck and the State Historical Society of North Dakota entered into an agreement on April 17, 2019 to establish a Certified Local Government Program. The City agrees to various undertakings, some of which mirror various provisions of the ordinance, but also including the following enforcement of various federal, state, and local historic preservation laws, and adherence to other requirements of the national Certified Local Government Program. As the member of this program, the City of Bismarck cooperates closely with the State Historical Society to achieve these objectives.

Design Review Standards. Sections 14-04-21.1(4)(c) and 14-04-21.2(4)(c) of the Bismarck Code of Ordinances contain design review standards applicable to the restoration and rehabilitation of historically significant buildings within the zoning districts known as the Downtown Core District (DC) and Downtown Fringe District (DF). Historically significant buildings are defined as any building on the National Register of Historic Places, individually eligible for listing, or identified as contributing to the downtown Bismarck historic district, or any building more than 50-years old may be determined to be historically significant on a case-by-case basis. In general, Restoration or rehabilitation of historically significant buildings should reflect the original architectural character of the building and its characteristics, and new designs should be consistent with traditional features. Rehabilitation is encouraged to conform to the Secretary of Interior's Standards for Rehabilitation. All such projects are subject to review by the Downtown Design Review Committee, and the ordinance requirements are supplemented by the Downtown Design Review Guidelines.

State of North Dakota Historic Preservation Laws

The North Dakota Century Code (NDCC) contains various provisions regarding historic preservation. Pursuant to the Local Government Certification Agreement summarized above, the City has agreed to cooperate with and assist the State Historical Society and comply with the following statutes:

Protection of Artifacts and Sites (NDCC 55-02-07). Any historical or archaeological artifact or site on City-owned land may not be disturbed without the approval of the State Historical Board, although there are

some exceptions to protect public health and safety. The State Historical Board Director determines the significance of any historical resource and provides direction to the City for the protection of this resource, and the city and state director cooperate on historic preservation actions, including the exploration of any alternatives to demolition or alteration.

Protection of Location Data (NDCC 55-02-07.1). The director of the State Historical Society may limit access to, and release of, files which contain data that specifically identifies the location of archaeological, historical, or paleontological sites in North Dakota.

Required Permits (NDCC 55-03-01.1 and 55-03-02). Any person engaged in the investigation, excavation, or other recording of cultural resources on land owned by an instrumentality of the state or in the excavation of cultural resources on private land, must obtain a permit from the director of the state historical society.

Retention of Materials (NDCC 55-03-06). When the city sells, conveys, transfers, or leases land, title to any and all archaeological or paleontological materials, whether found upon or below the surface of the land, must be retained by the city.

State Historic Site Registry (NDCC 55-10-02(4), 55-10-07, 55-10-08, 55-10-09). The state historic site registry is a publically-accessible listing of sites designated by the state historical board as state historic sites. A city may not demolish or cause to alter the physical features or historic character of any site listed in the registry without prior approval from the director. The statute also governs the acquisition by a city of fee title or a historic easement with respect to a state historic site or property listed on the national register, provides for arbitration if a city disagrees with the director's disallowance of alteration or demolition of a site listed on the state registry, and requires the city to cooperate with the director in safeguarding state historic sites and in the preservation of historic and archaeological sites.

Federal Historic Preservation Laws.

Federal law contains various provisions regarding historic preservation. The following obviously is not an exhaustive list, but summarizes some of the relevant federal laws:

National Historic Preservation Act (NHPA) (54 U.S.C. 300101 *et seq.*). Enacted in 1966, the NHPA is the primary federal historic preservation law. Among its many provisions, the law includes the number of provisions that are particularly relevant to the work of the Historic Preservation Commission, which are listed individually in this section.

National Register. The NHPA established the National Register of Historic Places, an inventory of national historic resources. The National Register is maintained by the National Park Service, which has developed criteria for evaluating nominations. To be listed, the resource must "possess integrity of location, design, setting, materials, workmanship, feeling, and association" and:

1. Be associated with events that have made a significant contribution to the broad patterns of our history;
2. Be associated with the lives of significant persons in our past;
3. Embody the distinctive characteristics of a type, period, or method of construction, or represent the work of a master, or possess high artistic values, or represent a significant and distinguishable entity whose components may lack individual distinction; or
4. Yield or may be likely to yield, information important in history or prehistory.

Section 106 Review. The NHPA also establishes a regulatory review process known as Section 106 Review, which requires federal agencies to consider the effects of any project that could potentially have an impact on a property listed or eligible to be listed on the National Register. Various consulting parties participate in the review process, including local governments.

National Environmental Policy Act (NEPA) (42 U.S.C. 4321). Enacted in 1969, NEPA is one of the primary federal environmental protection laws. One of the stated goals of NEPA is to “preserve important historic, cultural, and natural aspects of our national heritage.” NEPA requires review and analysis of proposed major federal actions that could significantly affect the environment, including cultural and archaeological resources, most often through an Environmental Assessment (EA) or Environmental Impact Statement (EIS). The NEPA review process includes the participation of federal, state, tribal and local agencies and various private stakeholders. Projects that fall outside the scope of NEPA review might still fall within the Section 106 review process.

Section 4(f) Review (49 U.S.C. 303 and 23 U.S.C. 138). Originally enacted as part of the U.S. Department of Transportation Act of 1966, Section 4(f) requires that a special effort must be made to preserve the natural beauty of public park and recreation lands, wildlife and waterfowl refuges, and historic sites during transportation project development. The law applies to any project receiving funding or requiring approval from any agency of the U.S. Department of Transportation. Section 4(f) Review applies to all historic sites listed or eligible for listing on the National Register. Any transportation project that affects Section 4(f) land must include an assessment, and the program or project requiring the use of such land will be approved only if there is no prudent and feasible alternative and it includes all possible planning to minimize harm to the land or resources (unless there is a finding of de minimis impact on Section 4(f) property). The Federal Highway Administration has developed administrative procedures for the preparation, circulation and coordination of Section 4(f) documents. Unlike Section 106, which is primarily a consultative procedural law, Section 4(f) is a substantive law that can prevent a project from going forward if a prudent and feasible avoidance alternative is available.

Summary of Federal and State Historic Tax Credits

Renaissance Zone Historic Preservation and Renovation Tax Credit (NDCC 40-63-06).

In addition to state income tax and property tax exemptions, state law provides a tax credit for investments in the historic preservation or renovation of property within an established renaissance zone. Most of downtown Bismarck is within an established Renaissance Zone. The credit is equal to 25% of the amount invested, with a cap of \$250,000. The credit can be claimed in the year in which the project is completed and can be carried forward up to five years.

Federal Historic Rehabilitation Tax Credit (26 U.S.C. 47).

The federal historic rehabilitation tax credit program provides a 20% federal tax credit to property owners who undertake substantial rehabilitation of a historic building for a commercial or other income-producing purpose, while maintaining its historic character. An eligible taxpayer can claim 20% of the total credit amount each year during the five years beginning when the project is placed in service. The building must be a “certified historic structure” meaning a building that is listed on the National Register or located in a registered historic district and certified by the Secretary of the Interior as being of historic significance to the district. The program is administered by the National Park Service in partnership with the State Historic Preservation Office.

Definition of Historic Character

1. Landscape – Land and River, Fertility, Grasslands – How did the landscape alter shape development and settlement in our region.
2. Native American Population and use of the land. Nomadic, Horticultural, and Earth Lodge Builders, (Vernacular Architecture). Settlements. How did Native Americans use this land on which Bismarck lies. Speak to the villages. *Time Era Architectural Themes*
3. Trappers and Traders, Early Settlement, Military, Explorers – Harvest wealth of the land – Cultural Influence with Native American and impact this add on the Native way of life. Traders helped establish the wealth of the land based on natural resources (land - horticultural and animals & river – fish and agricultural) weather. Presence of Military. *Time Era Architectural Themes*
5. Steamboat Era Time and Architectural Themes
4. Railroad – *Time Era* – What does this bring in terms of settlement, and economic – Catalysis for bringing people to the area. Homesteaders vs Platting of the land for Edwinton and land claims. Architectural Themes
5. Founding/Territorial Era – Early Bismarck/Edwinton – speak to name change. End of the line with the Bridge not in place. How the financial difficulty and great panic of 1873 limit the ultimate construction due to financing. Speak to the other early settlements in and around Bismarck and the influence of Walter Burleigh. Whiskeypoint-Pleasant Point, Carltown City, Burleigh Town - Architectural Themes
6. Institution of Government – bridge built, Establishment of City, County, Statehood and Capitol Designation. Architectural Themes
7. Great Bismarck Fire/Rebuilding/Early Commercial – Map of potential area, impact, dates, spread, damage. Rebuilding architectural themes. Explosive population growth, military presence, farming, notable people, merchants, gold/mining presence, railroad freight and prosperance — early structures that still exist.
8. Great Dakota Boom - Agriculture – Climatic Cycles effect on economy and growth. Influence of Architecture, growth/population. Identify early houses that still exist. *Era 1870-1890?* Immigration and Immigrant influence on city, region, trends, and specialized mercantile, religion, education.
9. Depression Era/Federal and Public Works. Notable works. Impact on life in ND and Bismarck – Economic distress from the drought, change to quality of soils and economic impact that had for citizens. Rise of Conscience of soil/asset management leading to education of how to ranch/farm/attract water. Time era/notable buildings/architectural style – continued cycles of climate. Modest Architecture. Boxcar district. Re-Construction of the Capital. 1930s development of housing north of downtown and south of capital. Oscar Will.
10. J. Post-War and Mid-Century Building Boom – Garrison Dam construction – change in development patterns, Highland Acres, Opening up of South Bismarck. Early Victory Gardens Early development of housing in south Bismarck near Sertoma.
11. Oil impacts migration, financial impacts, banking, jobs. Cyclical booms

Inventory of Historic Resources

To Be Completed with the following details

List and maps

National Register of Historic Places - sites and districts

Location of existing site surveys (excluding archeological)

Potentially eligible structures:

Map of all structures over 50 years of age

DRAFT

Goals and Objectives

- 1) Cooperate, collaborate and form partnerships with entities that share common interests, including but not limited to:
 - State Historic Preservation Office
 - Bismarck Historical Society
 - Bismarck public and private schools (*North Dakota Studies curriculum*)
 - State, county and local governments
 - Bismarck and area public and private colleges and universities
 - Northern Plains National Heritage Area
 - Cultural resource management firms
 - Cultural heritage tourism
 - Preservation North Dakota
 - North Dakota Archaeological Association
 - National Trust for Historic Preservation
 - Bismarck-Mandan Convention and Visitors Bureau
- 2) Promote the knowledge and understanding of the City's heritage, its historic properties and the past endeavors of its residents.
 - Create brochures and digital media of historic districts and buildings
 - Develop historic walking maps/tours
 - Create interpretive signage
 - Develop material and programs that help bolster tourism by promotion of Bismarck's history
 - Encourage plaques for buildings and sites on the National Register of Historic Places
 - Provide historic district markers/street signs/wayfinding
 - Create interactive GIS story maps
 - **Institute or Develop Oral History Program**
 - Maintain a website for the Historic Preservation Commission
- 3) Educate the public about historic preservation and any programs and tools available to achieve this goal.
 - Develop and provide educational resources, lectures, and curricula to area schools
 - Develop, provide and maintain design guidelines for historic properties
 - Provide information outlining procedures, requirements, and timelines for nominations to the National Register of Historic Places
 - Provide handouts on historically appropriate renovations, alterations, tax credits and maintenance
 - Partner with local contractors and workforce training centers to encourage integration of historic renovation training
 - Encourage schools to integrate more Bismarck specific history in the North Dakota Studies historic curriculum

- 4) Celebrate the heritage of Bismarck.
 - Institute annual preservation awards
 - Participate in Bismarck Historical Society's Founder's Day
 - Support activities leading up to and during the Bismarck Sesquicentennial (150 year) Celebration (May 5, 2022)
 - Celebrate Preservation Month
- 5) Prepare and maintain a comprehensive inventory of historically significant and potentially eligible properties within the City.
 - Adapt a system for the identification, evaluation and potential historic nominations
 - Maintain a list of existing site surveys
 - Maintain a list of and assist in development of site surveys
 - Maintain and conduct periodic updates to a map of all site and districts listed on the National Register of Historic Places
 - Maintain and conduct periodic updates to a map showing all structures over 50 years of age
 - Assist in and make recommendation for nominations to the National Register of Historic Places
 - Conduct updates to past National Register nominations as needed
- 6) Advocate for Historic Preservation to other public entities
 - Provide recommendations/feedback to City Commission about new or updated preservation ordinances
 - Provide recommendations/feedback to the City Commission on new local, state and federal policy and statute changes
 - Assist and provide feedback on City of Bismarck plans, studies, guidelines and ordinance changes
 - Monitor for development patterns that may impact historic and cultural resources within and adjacent to the City
- 7) Develop and maintain the capacity and excellence of the Historic Preservation Commission
 - Periodically review and make updates to this plan
 - Participate in ongoing training opportunities
 - National Alliance of Preservation Commission (*Membership fee is \$150 annually*)
 - Detail process for site surveys, and nominations to the National Register of Historic Places process
 - Section 106 review process
 - Parliamentary procedures
 - Participate in preservation conferences
 - Representation at the annual North Dakota Certified Local Government conference and be a regular conference host
 - Representation at annual National Trust for Historic Preservation Conference
 - Identify and utilize funding resources to support historic preservation and to implement goals and objectives identified in this plan
 - Provide memorandums to other City departments outlining ways the Historic Preservation commission can/should be utilized

Appendix A: Survey and Survey Results

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BISMARCK HISTORIC PRESERVATION SURVEY

Purpose of the Survey:

The purpose of this survey is to gather input about your views about historic preservation in Bismarck which will help shape the City's first Historic Preservation Plan. The purpose of the plan is to identify goals and objectives to guide the City of Bismarck Historic Preservation Commission in the upcoming years. This survey is intended to be taken by residents, elected officials, and historic preservation professionals.

1. Do you view Bismarck as a historic place?

Scale 1 to 10

1 being not historic | 10 being very historic

With follow-up option: Please explain your selection

2. How much do you know about Bismarck History Events, Places and/or People?

Scale 1 to 10

1 I know nothing about Bismarck history | 10 I am very knowledgeable about Bismarck history

3. List your favorite historic sites in Bismarck

Open Ended

4. Do you participate in activities/events related to Bismarck history (I.e. walking tours, workshops, lecture series, etc.)?

☐ Yes

☐ No

5. What Bismarck history themed activities/events would be of interest to you?

Open Ended

6. Do you think Bismarck does enough to protect its historic resources?

Scale 1 to 10

1 Bismarck does not do enough to protect historic resources | 10 Bismarck is doing a great job at protecting historic resources

[with comment box]

7. Do you think Bismarck should do more to encourage historic preservation?

☐ Yes

☐ No

8. How concerned are you about the loss of historic places/structures?

Scale 1 to 10

1 not concerned | 10 very concerned

[with comment box]

9. If you attend school in Bismarck or are a parent of a student in a school, please indicate your level of satisfaction with local school's history curriculum about Bismarck.

Scale 1 to 10

1 not satisfied | 10 very satisfied

[with comment box]

10. Check all of the following entities you have heard of.

- ☐ State Historic Preservation Office
- ☐ Bismarck Historical Society
- ☐ Northern Plains National Heritage Area
- ☐ Preservation North Dakota
- ☐ North Dakota Archaeological Association
- ☐ National Trust for Historic Preservation
- ☐ Bismarck-Mandan Convention and Visitors Bureau
- ☐ Other [with comment boxes]

11. How well do you think Bismarck entities work together to promote historic preservation?

Scale 1 to 10

1 not well | 10 very well

12. What are some ways you think Bismarck may celebrate and promote the heritage of Bismarck?

Open Ended

13. Do you have concerns about the City of Bismarck being more proactive in historic preservation?

- ☐ Yes
- ☐ No

[with comment box]

14. What are some things you would support the City of Bismarck doing to protect Historic properties more?

Open Ended

15. List any additional feedback you think would be beneficial for the Historic Preservation Plan

Open Ended

16. Do you reside within Bismarck City Limits?

- ☐ Yes
- ☐ No

17. Please select all that describe you

- ☐ Resident of Bismarck
- ☐ Elected/Appointed Official
- ☐ Historic Preservation Professional

18. Please indicate your age:

- ☐ Under 18
- ☐ 18 to 34 years old
- ☐ 35 to 54 years old
- ☐ 55 to 75 years old
- ☐ 75 years and older

19. Please indicate your gender:

- ☐ Male
- ☐ Female
- ☐ Prefer not to answer

MEMORANDUM

TO: Chair Sakariassen and Historic Preservation Commission

FROM: Isak Johnson, Planner

SUBJ: Timeline of Bismarck History Distribution Update

DATE: August 10, 2023

City Staff have coordinated internally to determine highly visible locations to place the Timeline distribution poster created by Commissioner Blake Dinkins – introduced at the July meeting and provided again here. This poster informs the public of where a physical copy of the Timeline can be obtained, as well as provides a QR code which individuals can scan with their smartphones to be directed to the online version of the timeline.

Locations indicated as suitable for the posters include the lobby of the Bismarck Veterans Memorial Public Library, the 5th Street entrance to the City/County Office Building, and a location near one of the front desk windows of the Community Development Department (on the second floor of the City/County Office Building). However, as of the writing of this memo, not all of the posters have been placed.

Correspondence with the Kalen Ost, the Communications Strategist for the City of Bismarck Administration, has highlighted several other methods for spreading the word about the Timeline. The poster has been placed on the Historic Preservation Commission web page on the City's website. Additionally, the Mr. Ost provided graphics based on the distribution poster for the HPC's input for possible inclusion on the home page of the City's website, as well as the Dakota Access Media website.

Two final notes for the Commission's consideration from the Mr. Ost involve the possible usage of City social media accounts and/or a representative of the HPC to promote the Timeline on the radio or television. City social media accounts include Facebook, Twitter, and Instagram. If the HPC is interested in utilizing any of these additional options, it would be the Commission's role to determine the language used in any format. If the Commission chooses a social media promotion, additional considerations will include how many times to promote the Timeline. Furthermore, if it is the desire of the Commission to include multiple posts, then the Commission would need to determine a start and stop date/frequency, as well as whether the message should be varied with each post rather than using the same language for each post.

There are approximately 500 copies of the Timeline of Bismarck History book still available at the Community Development Department on the second floor of the City/County Office Building.

TIMELINE OF BISMARCK HISTORY

FREE!

WHILE SUPPLIES LAST...

The print edition of the City of Bismarck Historic Preservation Commission's *Timeline of Bismarck History* is available at:

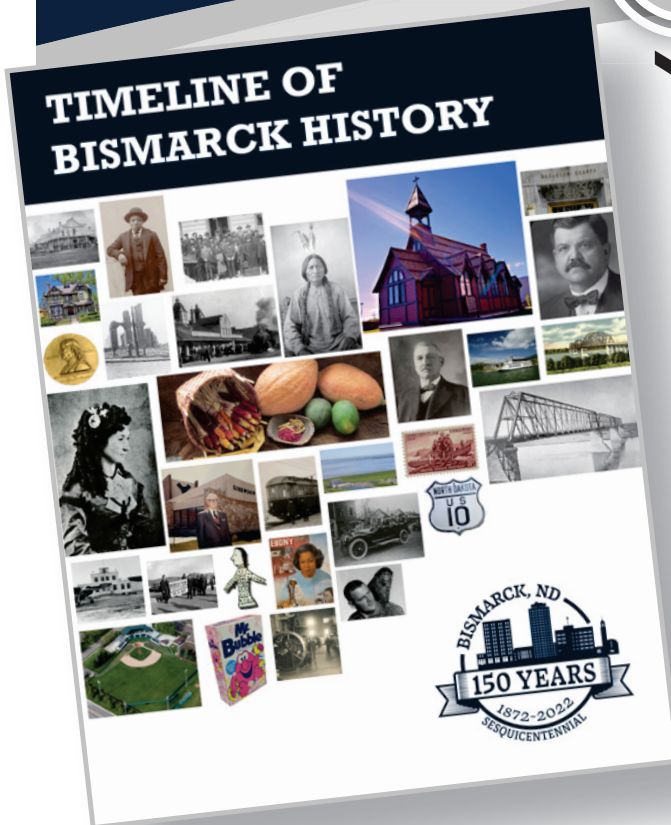
- City of Bismarck Planning and Zoning Department
(second floor of City County Building, 221 North Fifth Street)
- Bismarck Veterans Memorial Library
(515 North Fifth Street)



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Scan the code at the left with your phone to view the online version or visit the website at:

www.bismarcknd.gov/1870/Historic-Preservation-Commission



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TIMELINE OF BISMARCK HISTORY

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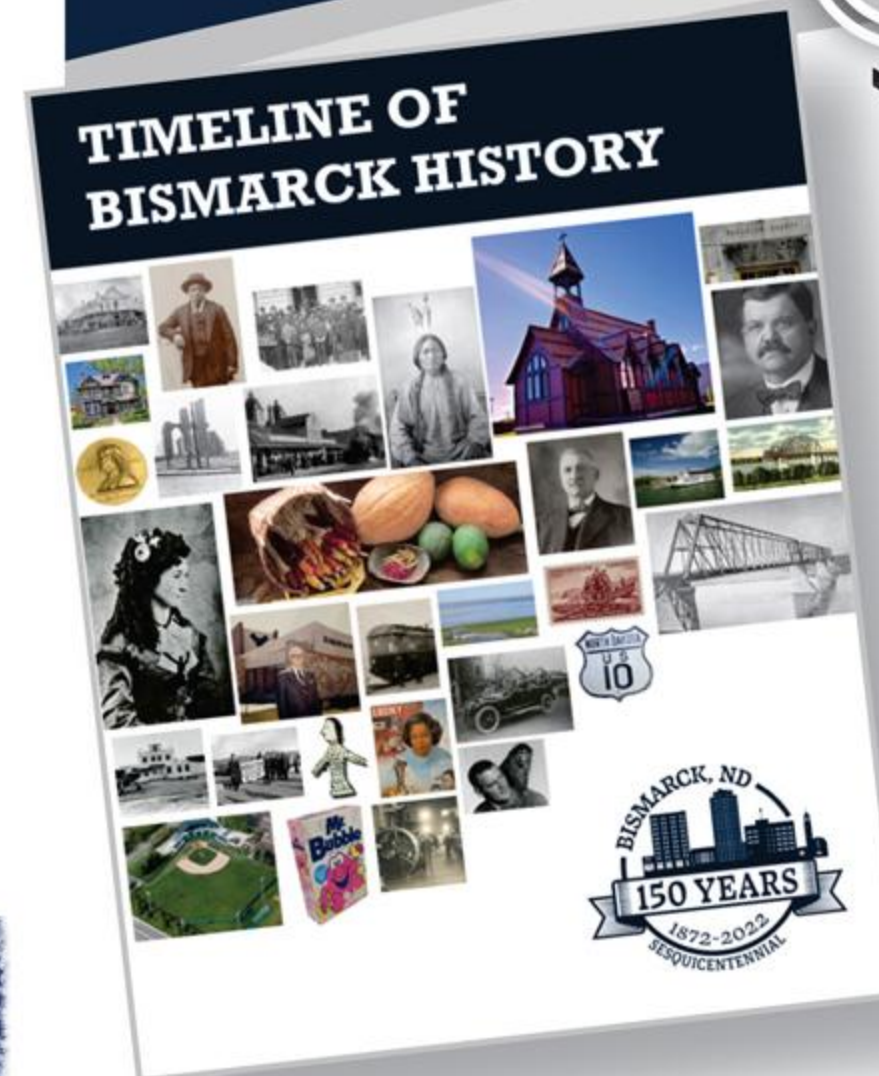
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Learn more about the Historic Preservation Commission by clicking here.