

**BISMARCK HISTORIC PRESERVATION COMMISSION
MEETING MINUTES
November 15, 2023**

The Bismarck Historic Preservation Commission met on Wednesday, November 15, 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 Michael Connelly, Blake Dinkins, Damita Engel, Tory Jackson, Beth Nodland, and Amy Sakariassen.

Commissioner not present was Calvin Grinnell.

Staff members present were Sandra Bogaczyk – Office Assistant II, Ben Ehreth – Community Development Director, Isak Johnson – Planner, Daniel Nairn – Planning Manager and Lauren Oster – Planner.

MINUTES

Chair Sakariassen called for consideration of the minutes of the October 18, 2023, meeting of the Historic Preservation Commission.

MOTION: A motion was made by Commissioner Jackson to approve the minutes of the October 18, 2023, meeting of the Historic Preservation Commission. The motion was seconded by Commissioner Dinkins and with Commissioners Connelly, Dinkins, Engel, 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 comments, Chair Sakariassen resumed the meeting.

STAFFING CHANGES

Mr. Johnson introduced Lauren Oster as the planner assigned to staff Historic Preservation Commission as the Community Development Department is now fully staffed and stated that he will be transitioning to staff the Renaissance Zone Authority.

2023 HISTORIC PRESERVATION FUND GRANT

Mr. Dinkins stated there is no update for the Street Light Banners subcommittee.

Chair Sakariassen and members discussed format and content and she asked members to give opinions of what to highlight on the Walking/Driving Tour Maps.

The privacy of homeowners was discussed.

RESEARCH ON HISTORIC PRESERVATION IN PEER CITIES

Mr. Johnson summarized Planning staff's research of peer communities' process to see how they include Historic Preservation Commission into the development process and stated that an amendment to Ordinance 6358 about the creation of the Historic Preservation Commission might be necessary and pointed out the ordinance included in the packet.

There was discussion about how to go about amending the ordinance.

There was discussion about how to build an agenda to inventory historic properties and to develop guidelines to select properties for a survey. It was suggested to possibly look at hiring an outside source to find and maintain an inventory.

Mr. Jackson suggested that not only building permits but also zoning changes, etc. might also be included in the inventory. Ms. Nodland suggested working with other city departments.

Chair Sakariassen suggested she draft a letter noting that Historic Preservation Commission's intent is not to be restrictive, but to be included.

Mr. Ehreth stated that he could reach out to request departments to appear at future Historic Preservation Commission meetings and emphasize that Historic Preservation Commission be a resource rather than regulatory. There was a consensus agreement of members to build dialog with City departments this way. There was consensus that one representative of each Department could appear each month at the Historic Preservation Commission meeting.

UPDATE ON HISTORIC PRESERVATION PLAN

Mr. Johnson asked members to revisit the Historic Preservation Plan regarding the Historic timeline and noted the National Registry of Historic Places must be updated.

Ms. Nodland suggested re-examining the organization of the Historic Preservation Plan and to give staff a list of what remains and what has been removed. Staff agreed to meet.

Chair Sakariassen suggested aligning the Plan with the timeline. There was discussion about how to accomplish this. There was consensus to complete over the wintertime.

OTHER BUSINESS

There was no other business to discuss.

ADJOURNMENT

There being no further business, Chair Sakariassen declared the meeting of the Bismarck Historic Preservation Commission adjourned at 4:08 p.m. to meet again on December 20, 2023, at 3:00 p.m. in the Tom Baker Meeting Room.

Respectfully Submitted,



Sandra Bogaczyk
Recording Secretary



Amy Sakariassen
Chair