



***Yellowstone Historic Preservation Board***  
*A Certified Local Government (CLG)*  
*Program representing four governing bodies:*

*City of Billings*  
*City of Laurel*

*Yellowstone County*  
*Crow Tribe*

**MEETING MINUTES**  
**April 18, 2017**  
**First Floor Conference Room**  
**2825 3rd Avenue North**

**Members Present** –Kevin Nelson, Sue Mueller, Nancy Curriden, Tracy Livingston, Blain Fandrich

**Members Absent** – Ed Saunders, Allen Rapacz

**Staff Present** –Elisabeth DeGrenier, Kevin Kooistra, Tam Rodier and Lora Mattox

**Others Present** – Alan Miller, Chandler Griffin, Max Griffin

**Minutes** - The minutes of the April were approved as presented.

**Public Comment** – No public comment.

**CDBG Rehab Project – 127 Alderson** – Tam Rodier discussed the proposed CDBG rehab project with the board. After review, the board had the following comments on the project. This structure retains its historic character and is a great example of a Craftsman Bungalow and would be eligible for the National Register. With this in mind, appropriate efforts of rehabilitation should be taken including repairing and repainting the original wood siding and trim, maintain as possible the wood frame windows, opening type and pane configuration, and that the accessibility ramp should not damage or alter the existing front porch. A motion by Sue to this was made, seconded by Kevin, approved.

**Certificate of Appropriateness – 2223 Montana Avenue** – Lora presented to the board the request for a Certificate of Appropriateness for 2223 Montana Avenue.

This property as described by the National Register Nomination for the Montana Avenue Historic District states that this structure was constructed approximately in 1928 for Sawyer Stores. This building served as the main office of this grocery store chain, warehouse and cold storage.

The structure is a 1 ½ story brick commercial and warehouse building located on the east end of Montana Avenue. The interior of the building is heavy post and beam construction with wood flooring.

The applicant is proposing the following work (structure):

1. **Basement Entrance**

The adjacent sidewalk on the 23<sup>rd</sup> Street side will be excavated below grade to install an entrance to the basement level. Two entrances are proposed per the site plan, one on either end of the building. An iron fence (< 4') will be installed along entry to provide a safe and buffered ingress/egress.

2. Main Entries

The existing main entries located on Montana Avenue will be maintained and restored. The existing roll-up door and entry on the North 23<sup>rd</sup> Street side will be replaced with an enclosed glass vestibule. The vestibule will provide increased security and weather buffer.

3. Alley

The existing loading dock and awning to be removed and reconfigured to provide a second access and handicap accessibility. A steel structure will be added to the structure to create a second floor deck. The alley itself will include landscaping and lighting to encourage pedestrian traffic.

4. Roofing

The existing flat membraned roof is in poor condition and lacks insulation. A new membrane roof and insulation will be installed.

5. Window

The existing windows to be replaced with new energy efficient windows with similar appearance. No openings will be altered with the window replacement.

Lora informed the board that the applicant originally had included balconies on the 2<sup>nd</sup> floor to allow light into the building, however, Lora felt that the disruption of the window and 2<sup>nd</sup> floor layout would be too compromised by the inclusion of the balconies. During a meeting with the applicant, the applicant stated that the balconies would be removed. However, during the question and answer period between the applicant and the board, it was indicated that the applicant would like the board to reconsider the balconies.

After additional discussion, the board agreed to act on all aspects of the project except for the balconies to allow the applicant to bring options for the 2<sup>nd</sup> floor back to the board in another COA application.

Sue motions to conditionally approve the COA as submitted per staff recommendations except for the 2<sup>nd</sup> floor balconies, seconded by Tracy. Approved. Conditions include:

1. That a fence be installed to separate the walking aisle and the basement entrance on the North 23<sup>rd</sup> Street side of the building. The fence should not exceed 4' in height and be constructed of steel or iron.
2. The glass entry vestibule should be constructed in a style as shown on the drawings.
3. The exterior windows shall maintain the existing window opening size and pane configuration.
4. The applicant shall apply for a Sign Permit.

**Consultant's Report –  
One Big Sky Center**

Kevin and Elisabeth both reviewed the draft of the YHPB letter to the city council concerning the One Big Sky Center. Kevin agreed to come to the YHPB meeting to help in edits and recommendations.

**Southside Possibilities**

Elisabeth has been doing research on the Southside and building a potential narrative that could be used if YHPB decides to look at potential properties.

**One Big Sky Council Letter** – Lora provided the board an update on where the city is with the One Big Sky project. At this time, no permits or TIF'D applications have been submitted nor has a MOA been developed and signed. The board reviewed and discussed the best content to provide the city council regarding this project. Ultimately the board decided to shorten the letter written by Blain and encourage the council the commission a downtown survey to document existing buildings, document potential historic districts and impacts and a visual impact study of the project on the downtown and the aforementioned buildings and potential districts. Lora and Blain will continue to work on the letter and provide drafts to the board for review.

**Historic Preservation Officer Report** – Lora reported that there will be a Certificate of Appropriateness for review next month.

**Board Roundtable** – None.

The next meeting will be on Tuesday, June 20<sup>th</sup> at 8:30 a.m.