

OFFICE OF
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MEMORANDUM

Date: June 20, 2024
To: Deadwood Historic Preservation Commission
From: Kevin Kuchenbecker, Historic Preservation Officer
Bonny Anfinson, Program Coordinator
Re: Satisfaction of Grants Procedure

Upon approval and acceptance of the grant programs an agreement is recorded at the County Register of Deeds. If the property is sold or the owner refinances, this agreement will show up during the title search. Title Companies and banks request the grant be satisfied so there will be a clear title. Currently, when satisfying a grant there is no procedure, but staff has been taking the requests to Loan Committee and then to Historic Preservation Commission for approval. This is a long and timely process and it has been difficult to meet closing dates so the majority of the time the approval is after the fact.

Staff is requesting a procedure be put into place so satisfaction of grants can be done quickly without needing Historic Preservation Commission approval. The satisfaction does not release the owner or new owner from maintaining the structure to the Minimum Maintenance Standards or to allow the property to deteriorate to a point of demolition by neglect. The satisfaction only releases the grant dollar amount associated with the agreement.

Recommended Motion:

Move to establish a procedure to give the authority of preparing and approving grant satisfactions for title companies and banks to the Historic Preservation Officer or his/her designee.