



Historic Preservation Commission Agenda

9:00 a.m. Regular Meeting
Wednesday December 1, 2021
Powell Conference Room
City Hall; 25 Center St.
Vermillion, SD 57069

1. **Roll Call**
2. **Adoption of the Agenda**
3. **Approval of the Minutes**
 - a. November 3, 2021 Regular Meeting
4. **Visitors to be Heard**
5. **Old Business**
 - a. Review Draft of Historic Property Questionnaire to accompany Building Permit Applications
 - b. Discussion of Naming Historic District
6. **New Business**
 - a. 11.1 Training
7. **Adjourn**

Access the Historic Preservation Commission Agenda on the web – www.vermillion.us

Addressing the Commission: Persons addressing the Commission shall be recognized. Please raise your hand to be recognized and state your name and address.

a. Items Not on the Agenda Members of the public may speak under Visitors to Be Heard on any topic NOT on the agenda. Remarks are limited to 5 minutes and no decision will be made at this time.

b. Agenda Items: Public testimony will be taken at the beginning of each agenda item, after the subject has been announced by the Mayor and explained by staff. Any citizen who wishes may speak one time for 5 minutes on each agenda item. Public testimony will then be closed and the topic will be given to the governing body for possible action. At this point, only commission members and staff may discuss the current agenda item unless a commission member moves to allow another person to speak and there is unanimous consent from the commission. Questions from commission members, however, may be directed to the public through the presiding officer at any time.

Meeting Assistance: The City of Vermillion fully subscribes to the provisions of the Americans with Disabilities Act of 1990. If you desire to attend this public meeting and are in need of special accommodations, please notify the City Manager's Office at 677-7050 at least 3 working days prior to the meeting so appropriate auxiliary aids and services can be made available.

As a courtesy to others, we ask that cellular phones and pagers be turned off during the meeting.

Historical Preservation Commission

Wednesday November 3, 2021 Regular Meeting:

The regular meeting of the Vermillion Historical Preservation Commission was called to order at City Hall November 3, 2021 at 9:04 a.m.

1. Roll Call

Present: Susan Keith-Gray, Bill Dendinger, Cynthia Chaney, Jim Wilson, Ed Gerrish, Dietrik Vanderhill (9:38 am)

Absent:

Staff Present: John Prescott, City Manager; Stone Conley, Assistant to the City Manager; Kalin Knief, Building Official

Adoption of the Agenda

Dendinger moved to adopt the agenda, seconded by Chaney, unanimously approved.

3. Approval of the Minutes

3a. Wilson moved that minutes of the October 6, 2021 meeting be adopted, seconded by Dendinger, unanimously approved.

4. Visitors to be Heard

5. Old Business

6. New Business

6a. Gerrish nominated Keith-Gray for another term as the HPC Chair. The Commission engaged a vote and unanimously Keith-Gray was approved to serve another term as Chair. Keith-Gray stated she will continue to recruit prospective members and may consider changing the meeting time to better suit those possibly seeking membership with the HPC.

6b. The Historic Property Project Questionnaire drafted by staff was analyzed and edited. Staff noted what changes must be made and will continue with revisions. Discussions will take place again at the next meeting.

6c. Keith-Gray spoke with Evelyn from the state regarding a wallpaper workshop that may be offered. She would like to possibly involve contractors in the workshops. Knief may assist with this by sending out notices to contractors informing them on the benefits of historic preservation. Keith-Gray would also like a list of realtors drafted who may be interested in learning about historic preservation.

6d. Keith-Gray asked if 11.1 training would be necessary or wanted by the HPC. Liz from the State wants to meet, possibly keeping it online. Keith-Gray will seek more information on the process and requirements of 11.1 training.

6e. Knief states that the approval process for projects could be sped up if the applicant sticks to the same materials and colors of the previous project/building. Keith-Gray asked if the HPC should have an opportunity in the process to inquire about the materials being utilized. Wilson states there is nowhere in historic preservation that requires a person to use original materials. He stated the focus is on rehabilitation, not necessarily restoration. Wilson believes the process

Unapproved Minutes

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brought forward by Knief would be fine. Vanderhill states that this process may cause oversight issues. Keith-Gray would like an intermediate process where the HPC is at least notified. Knief will assist with this and notify the HPC by email of any historic projects regardless of its materials or color.

6f. Keith-Gray's last conversation with Michelle indicated that there are several naming traditions. She believes a feature, or an area already known in the district is more attractive. Michelle found South University Historic District to be a suitable name. Gerrish would like to look at Plats for ideas of names. He also states that Jolley Historic District may be a good name. Chaney agrees with the idea of Jolley Historic District. Discussions will continue next meeting.

Adjourn

Moved by Gerrish to adjourn, seconded by Chaney. The motion carried. Meeting adjourned at 10:17 am.

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Historic Property Project Questionnaire

Applicant Name: _____ Date: _____

Approximate Year Built: _____ Commercial, Residential, or Other: _____

Property Address: _____

Is the property listed on the National or State Registry of Historical Places? YES ___ NO ___ Unsure ___

Is the property located in a Historic District? YES ___ NO ___ Unsure ___

1. **Please describe materials, colors, and process being used:**

2. **Does the work being proposed affect any external historic characteristics?** (For example windows or other visible exterior features. If yes list below):

3. **Is the project to repair something that poses an immediate hazard, threat, or to adhere to local code?** (If yes explain below):

4. **Do you need information on preserving the historic character if the building's exterior?**

There May Be *Financial Benefits* for Historic Preservation

More Information on Historic Preservation at: [Clay County HPC](#),
[National Parks Services](#), or [SD State Historical Society](#)

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