



Historic Preservation Commission Agenda

9:00 a.m. Regular Meeting
Wednesday November 3, 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. October 6, 2021 Regular Meeting; October 27, 2021 Special Meeting
4. **Visitors to be Heard**
5. **Old Business**
6. **New Business**
 - a. Chair Elections
 - b. Review Draft of Historic Property Questionnaire to accompany Building Permit Applications
 - c. Discussion of Historic Workshops that may be Offered
 - d. Discussion of 11.1 Training
 - e. Discussion of Materials and Approval Process
 - f. Discussion of naming the new Historic District
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 October 6, 2021 Regular Meeting:

The regular meeting of the Vermillion Historical Preservation Commission was called to order at City Hall October 6, 2021 at 9:02 a.m.

1. Roll Call

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

Absent: Dietrik Vanderhill,

Staff Present: John Prescott, City Manager; Jose Dominguez, City Engineer; 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. Dendinger moved that minutes of the September 1, 2021 meeting be adopted, seconded by Chaney, unanimously approved.

4. Visitors to be Heard

5. Old Business

5a. City Staff reported that Ordinance change with regards to the residency requirements of the Commission has been approved by the City Council. The change would allow for Commission members to have membership if they own a registered historic property, versus only residing in a historic district. At this time there are no updates and applicants are still being sought to fill the vacated seat on the commission. The HPC discussed possible candidates and will continue to reach out to prospective people who could possibly fill this seat.

5b. Wilson stated that the Clay County Commission decided the recipients of three awards to be given out in November. The awards are for buildings, organizations, and projects that have benefitted the community while also illustrating characteristics the HPC is made of. The Main Street Inn, Sewing Machine Museum, alongside Pat & Donna Gross will all receive awards for their commitment to their work while emphasizing historic preservation. Jim Stone will also be receiving a Special Award. The awards will be presented to the recipients on November 17, 2021.

5c. The timeline for outdoor workshops is quickly coming to a close as the winter season approaches. The HPC may need to postpone all outdoor workshops until next year, or find some that offer courses indoors. Evelyn Schlanker will be contacted with regards to a wallpaper workshop.

6. New Business

6a. The work has already begun and is nearing completion on the roofing of 25 N. University. Gerrish motioned that there was no adverse effect to the historic characteristics of this building, seconded by Chaney. It was unanimously approved.

6b. There has been a request by Blue Monarch to the Historic Preservation Commission to update a sign on East Main Street. This new sign would cover the current Iron Rooster sign. All four present are okay with the alteration. Gerrish motioned that there was no adverse effect

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to the historic characteristics of this building, seconded by Dendinger. It was unanimously approved.

6c. The United Church of Christ at 226 East Main Street requested a handrail roofing permit for their building. All members are okay with this alteration. Gerrish motioned that there was no adverse effect to the historic characteristics of this building, seconded by Chaney. It was unanimously approved.

6d. The project regarding the roofing permit for 125 Court Street has already began. As of this moment it is nearing completion prior to approval. Gerrish motioned that there was no adverse effect to the historic characteristics of this building, seconded by Chaney. It was unanimously approved.

6e. The HPC would like a history of the siding of 28 Center Street to display what has happened to the windows, insignia, and brick window sill. A review of this will occur on November 1st, 2021. One main part that will be discussed is the handling of the decorative windows. The HPC will request more information alongside historic photographs for this matter. Gerrish motions to gain more information on the building, Dendinger seconds. It was unanimously approved. The application will not be considered until the materials are received.

Adjourn

Moved by Gerrish to adjourn, seconded by Chaney. The motion carried. Meeting adjourned at 10:15 am.

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Wednesday October 27, 2021 Special Meeting:

The special meeting of the Vermillion Historical Preservation Commission was called to order at City Hall October 27, 2021 at 9:03 a.m.

1. Roll Call

Present: Susan Keith-Gray, Bill Dendinger, Cynthia Chaney (via Zoom), Jim Wilson, Ed Gerrish, Dietrik Vanderhill (9:12 am)

Absent:

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

2. Adoption of the Agenda

Added a discussion about the siding and window permit for 415 E. Cedar Street. Dendinger moved to adopt the agenda as amended, seconded by Gerrish, unanimously approved.

3. Visitors to be Heard

4. Old Business

5. New Business

5a. Lowell Cook joined the HPC special meeting on behalf of the owner of 22-24-28 Center Street. Cook stated that the windows of the building are falling apart, and that historic materials to replace them are too expensive. He stated that someone could remove the siding and renovate the windows in the future if they desired. The trim has been removed but the windows are still there covered up. The intent of the project is to clean the building up to avoid any continuing deterioration. Knief sees no issues with the work with regards to safety, and that the materials being utilized are approved alongside an approved method of construction. The permit is not new, just a continuation. It was revoked previously because additional windows were not disclosed earlier and were being covered. Gerrish stated that the work has adverse effect on the property. Wilson agrees, but does appreciate the windows being left behind the siding instead of being removed. Keith-Gray asked what possibilities allow for the building to keep the windows. Lowell says restoration is the only possibility, and cost is a major factor. Wilson asked if windows could be painted onto the siding. Wilson also stated the owner has done their due diligence. Keith-Gray stated that the new permit will cover all windows. Gerrish motioned that the project causes adverse effect to the historic properties of the building, Dendinger seconds. Passes unanimously 6-0.

5b. Discussion of a siding and windows permit for 415 E. Cedar Street (built in 1953). Knief states that the existing siding is wood, the proposed would be vinyl siding. The windows will be double hung. The house is located within the University Historic District. Wilson states that there can be a determination if the work will affect the historic district. Gerrish motions that there is no effect on the historic district, Dendinger seconds. Passes unanimously 6-0.

5c. Keith-Gray had conversations with Liz Almlie regarding an 11-1 review. Mainly would focus on the process rather than the results. The review allows for input from the public. The

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main reason for the review is stated to see if projects damage, destroy, or encroach on historic properties. Discussions will continue at a later date. Keith-Gray stated that City Council will ultimately decide if the review is deemed necessary.

Adjourn

Moved by Dendinger to adjourn, seconded by Wilson. The motion carried. Meeting adjourned at 9:57 am.

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Historic Property Project Questionnaire

Name: _____

Date: _____

Year Built: _____

Commercial, Residential, or Other: _____

Property Address: _____

Is the property registered with the National or State Registry of Historical Places? YES ___ NO ___

List the Vermillion Historic District the property resides in: _____

1. **Provide a description below of the historic property's project:**

2. **Does the work being completed affect any historic characteristics? (If yes list below):**

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

4. **What steps are being taken to preserve the historic character of the building?:**

DRAFT