



Historic Preservation Commission Agenda

9:00 a.m. Regular Meeting
Wednesday, March 2, 2022
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. February 2, 2022 Regular Meeting
4. **Visitors to be Heard**
5. **Old Business**
 - a. Review Draft of Historic Property Questionnaire to accompany Building Permit Applications
6. **New Business**
 - a. Discussion of CLG Grant Application
 - b. Prentis Park Planning Meetings
 - c. Department of Agriculture Letter
 - d. Update on Jolley Historic District Survey
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.

Historic Preservation Commission

Wednesday February 2, 2022 Regular Meeting:

The regular meeting of the Vermillion Historic Preservation Commission was called to order at City Hall February 2, 2022 at 9:03 a.m.

1. Roll Call

Present: Susan Keith-Gray, Bill Dendinger, Cynthia Chaney (via Zoom), Dietrik Vanderhill, Erin Beyers (via Zoom), Ed Gerrish (via Zoom, left at 9:53 am), Jim Wilson

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 Wilson. Unanimously approved.

3. Approval of the Minutes

3a. Dendinger moved that the minutes of the January 5, 2022 meeting be adopted, seconded by Wilson. Unanimously approved.

4. Visitors to be Heard

5. Old Business

5a. The HPC reviewed and asked staff to make edits to the Draft of the Historic Property Questionnaire to accompany Building Permit Applications for new construction in historic districts.

6. New Business

6a. The HPC reviewed the CLG Report and draft of the 2022-2023 Application. Staff was asked to make edits and send the entirety of the application to commission members.

6b. The HPC discussed attending the annual CLG Preservation Conference in Rapid City. Staff will be sending a representative.

Adjourn

Moved by Dendinger to adjourn, seconded by Vanderhill. The motion carried. Meeting adjourned at 10:01 am.

Vermillion Historic Preservation Commission

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New Construction Within Historic District Questionnaire

Applicant Name: _____ Date: _____

Property Address: _____

Type of Construction (Commercial, Residential, or Other): _____

Which Historic District will the construction be located in? _____

Has a site plan for the project been evaluated by the City and the HPC? YES ___ NO ___ Unsure ___

Does the project meet all Code and Regulations required? YES ___ NO ___ Unsure ___

Do you need information on Historic Preservation? YES ___ NO ___

1. **Please describe materials, colors, and construction process being used** (attach sheet if needed):

2. **What work is being done with this project to reflect the historic characteristics or landmark details of this district?** (If yes explain below):

FOR OFFICE USE ONLY Does the work being proposed damage, affect, or encroach on the historic character of the district? (11.1?) YES ___ NO ___ Unsure ___

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

DRAFT

PRESERVATION PROJECT APPLICATION

The completed application form must be submitted with a cover letter signed by an authorized representative of the applicant certifying that the Allocation Guide has been read. Attach supplemental sheets coded to the appropriate questions if needed. If you need assistance, call the, SD SHPO at 605-773-3458. Applications must be completed in correct format and typed.

Project: Vermillion Historic Preservation Commission Outreach and Education

Location of Project Area: City of Vermillion

Applicant Name and Address: Project Manager Name and Address:

Susan Keith Gray
119 N. University St
Vermillion, SD 5706

John Prescott
25 Center St
Vermillion, SD 57069

Telephone: 605-670-0390

Telephone: 605-677-7050

Email: susankeith.gray@gmail.com **Email:** johnp@cityofvermillion.com

Federal Amount Requested: Basic \$2,000 Supplemental **\$11,450**

Project Products: Survey of the S. University Historic District, Updating Forest Avenue Book, Attending of other Classes and Workshops

PROJECT SUMMARY: The Historic Preservation Commission has been working on the creation of a new historic district for two years. The initial part of Phase II of the survey in the S. University Historic District was completed, but an additional set of homes were found lying within the district needing to be surveyed.

TENTATIVE SCHEDULE. Indicate sequence of work and anticipated time required to complete each stage of the project. Please be as specific as possible.

Basic: Spring 2022 Final Survey of S. University Historic District, Spring 2022 Update of Forest Avenue Book, Conferences & Workshops as they are scheduled.

Supplemental: Phase II of the S University Historic District Survey

- Final survey of remaining houses within district - \$2,450
- Draft of nomination to the City for review by March 31, 2022 – up to 150 hours or \$7,500.00
- Suggested revisions to Consultant by April 15, 2022
- Final document to the City by April 30, 2022 – up to 20 hours or \$1,000.00

- Complete revisions for final submission to SHPO for NPS submission by August 15, 2022 – up to 10 hours or \$500.00

COST ESTIMATES: List major categories of work involved and the estimated cost of each, using the major budget heading cited in the Allocation Guide. **Divide into Federal/Match columns.** Federal share should be matched dollar for dollar of the total project costs. Make a separate budget for the Basic and the Supplemental Funds.

Basic: \$2,000 Overall

\$500 Virtual or In-Person Educational Actives

\$1,000 Printing Expenses for Public Brochures and Advertising

\$500 Updating the Forest Avenue District Book

Supplemental- \$11,450 for Survey of the S University Historic District

ATTACH A LIST OF MEMBERS: Provide an updated resume of members using the form provided.

Susan Keith Gray

Ed Gerrish

Jim Wilson

Cynthia Chaney

Dietrik Vanderhill

William Dendinger

Erin Beyers Appointed December 20th, 2021

I certify that the information contained in this application is true and correct to the best of my knowledge, and that I am the duly authorized representative of the applicant. I have read the Allocation Guide and am familiar with all terms and conditions set forth therein. Attached are the necessary resumes of project personnel.

Dated: 2/23/2022

Project Manager's Signature