



Historic Preservation Commission Agenda

9:00 a.m. Regular Meeting
Wednesday, October 2, 2019
City Hall: Large Conference Room
25 Center Street
Vermillion, South Dakota 57069

1. **Roll Call**
2. **Adoption of the Agenda**
3. **Approval of the Minutes**
 - a. September 11, 2019
4. **Visitors to be Heard**
5. **Old Business**
 - a. Update on deed research for potential historic district
 - b. Discussion of Historic Properties and Commission Involvement
6. **New Business**
 - a. Discussion regarding new proposed Health Sciences building on USD campus
 - b. Notifying new property owners in historic districts
7. **Adjourn**

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

Addressing the Commission: Persons addressing the Council 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.

Unapproved Minutes
Historical Preservation Commission
Wednesday September 11, 2019 Regular Meeting

The regular meeting of the Vermillion Historical Preservation Commission was called to order in the Large Conference Room at City Hall on September 11, 2019 at 9:00 a.m.

1. Roll Call

Present: Susan Keith Gray, Gloria Hensley, Ed Gerrish, Jim Wilson (9:05), William Dendinger, Dietrik Vanderhill (9:07), Cyndy Chaney

Absent:

Staff present: James Purdy, Assistant City Manager
Farrel Christensen, Building Official

2. Adoption of the Agenda

Commissioner Hensley moved that the Commission adopt the agenda, seconded by Commissioner Chaney. The motion carried unanimously.

3. Approval of the Minutes

Commissioner Gerrish moved that the August 7th minutes be adopted as written, seconded by Commissioner Dendinger. The motion carried unanimously.

4. Visitors to be Heard

None

5. Old Business

5a. Discussion of Historic Properties and Commission Involvement

5b. Discussion of Guidelines for Historic Neighborhood Permit Applications

5c. Report from Liz Almlie with the South Dakota State Historical Society

5a. Due to time constraints agenda items 5a and 5b were combined. See item 5b below.

5b. Farrel Christensen, Building Official, stated that the City has a database used to generate building permits, and that he has added a section listing whether or not a building is located in a Historic District. The Commission stated that it would like to review all building permits in Historic Districts, including interior, fencing, etc. The Commission also asked if they could be made aware of non-permitted work such as roofs and/or siding. Farrel stated that would be difficult, given that if there is no permit required by the City, the City would not be made aware of such work taking place.

The Commission then discussed what building codes the City uses, and what that code is based on. Farrel stated that the City uses sets of

code developed by the International Code Council (or ICC). Farrel stated that the most recent version of the code was adopted in its entirety, but then was modified to allow for several permit exemptions, two of those being roofing and siding. The Commission then discussed whether it would be prudent to require building permits for roofing and siding in Historic Districts. Farrel stated that if any change is made to the code it would have to be city-wide, but that he would not be opposed to the idea of permitting for that type of work if it was done for the right reasons. Discussion regarding this issue followed. The consensus from the Commission was that it would like to bring removing roofing/siding from the permit exemptions list to the City Council. City Staff will set up a time in the future for the Commission to present its proposal to City Council at a noon educational session. Commissioner Wilson brought forth a motion to bring ideas to the City Council, that motion was seconded by Commissioner Gerrish, and passed unanimously.

The Commission then discussed the timeline of the permit review process. It was the consensus of the Commission that the review process should not begin until complete information from the permit applicant has been delivered. Farrel Christensen, Building Official, stated that such a practice could be a slippery slope in some instances. Farrel elaborated that requiring an applicant to provide information not relevant to the permit (e.g. elevation photos for interior work) would be problematic.

5c. The Commission reviewed the report and map regarding the drive-by survey of the proposed S University Historic District provided by Liz Almlie with the South Dakota State Historical Society. The map shows that a majority of homes surveyed are either contributing or potentially contributing. The Commission then discussed what the next steps would be regarding the creation of the new district. Commissioner Wilson stated that the period or periods of significance of these homes need to be established, which would require determining what year each home was built. Commissioner Wilson stated the best way to accomplish this would be to hire an individual to go to the Clay County Courthouse to review records pertaining to each home surveyed. The Commission then discussed funding options for this project. The Commission opted to approach the Clay County Historic Preservation Commission (CCHPC) for assistance with funding this project, in the hopes of having the data available by the next regular meeting of this Commission. A motion to approach the CCHPC was made by Commissioner Wilson, that motion was seconded by Commissioner Gerrish, and passed unanimously.

6. New Business

6a. Election of Officers

6a. Commissioner Hensley nominated Commissioner Keith Gray as Chair, and Commissioner Gerrish as Vice-Chair. Commission Vanderhill motioned to close nominations, seconded by Commissioner Wilson, and that motion passed unanimously. Commissioner Dendinger motioned to vote on Commissioner Keith Gray as Chair and Commissioner Gerrish as

Vice-Chair. That motion was seconded by Commissioner Wilson, and votes were cast unanimously to that effect, with Commissioner Keith Gray and Commissioner Gerrish abstaining.

7. Adjourn

Moved by Commissioner Gerrish to adjourn, seconded by Commissioner Chaney. Motion carried at 9:56 a.m.

Vermillion Historical Preservation Commission