

## BOARD OF HISTORIC PRESERVATION

*Promoting the use and conservation of historic properties for the education, inspiration, pleasure and enrichment of the citizens of Sioux Falls*

### **DRAFT** Meeting Minutes for October 12, 2016

#### **Members Present:**

Thomas Keller, Chair  
Shelly Sjovold, Vice-Chair  
Rob Collins  
Gary Conradi  
Jennifer Dumke  
Rachael Meyerink  
Lura Roti  
Robbie Veurink

#### **Public in Attendance:**

None

#### **Staff Present:**

Diane deKoeper, Board Liaison, Urban Planner  
Russ Sorenson, Urban Planner

#### **Members Absent:**

Josh Chilson  
Cindy Konda

**Call to order** –Chairperson Tom Keller called the meeting to order at 4:05 p.m., welcomed commissioners, and gave introductory comments.

#### **1. Approval of the September 14, 2016, Meeting Minutes**

Chairperson, Tom Keller, requested a motion to approve the September 14, 2016 meeting minutes. Member Gary Conradi made the motion to approve the meeting minutes. Member Shelly Sjovold seconded the motion. The motion passed unanimously.

#### **2. Public input on non-agenda items:**

Chairperson, Tom Keller, requested if there was anyone from the public who desired to provide input to the Board on any non-agenda items. There was no citizen input received.

#### **3. New Business:**

A. Cathedral District Expansion  
(Board information only)

Lura Roti, Cathedral District

(over)

Board member Lura Roti presented a proposal to expand the Cathedral Historic District. Lura Roti presented a map exhibit to the board members and explained the proposed expansion entails a small contiguous area located to the southwest of the existing Cathedral Historic District. The proposed expansion area would protect the existing integrity of the district. Some of the houses are currently being renovated, while others are neglected. Property owners can do individual listings of their houses into a historic district.

The recent relocation of a new house, referenced as a "Governor's Home", located at 120 S Walts Avenue, initiated the idea of expanding the Cathedral Historic District area by the neighborhood.

Diane deKoeyer, remarked the South Dakota "Governor's Home" Program includes houses that are pre-built by inmates in Springfield, South Dakota. The "Governor's Home" design accommodates placement on narrow, infill lot configurations in older neighborhoods. The house style has a low pitch roof line so as to allow clearance under the Interstate Bridges when relocating the houses to their destinations across the state. In many instances there is an attached garage built on the street side in front of the house. Front door entrances are located along the side of the house. This particular house design doesn't fit the character of other homes within historic districts.

Lura Roti commented there are 43 properties within the proposed historic district expansion area. Many of the homes meet the Secretary of the Interior's Standards integrity standards outlined in Section 11.1. The South Dakota State Historical Society sent letters out to the property owners and conducted a neighborhood meeting. Ten neighbors attended the meeting. Although the neighbors had several questions about their homes being within a historic district, and allowing house renovations, expansion, and new construction, funding and tax credit incentives for historic home renovations, there was no neighborhood opposition expressed at the meeting about expanding the Cathedral Historic District area. It is Lura Roti's understanding the process and timeline to expand the historic district could take up to one year or longer. The neighbors would like to see the timeline accelerated.

Board Chairperson, Tom Keller, inquired about the possibility of expanding the proposed historic boundary area from mid-block, between Prairie and Trapp Avenue, further north to 8<sup>th</sup> Street, and west to Trapp Avenue. Some board members indicated that within this particular area several of the existing structures are family residences built between 1905 -1915, and many of those are non-contributing now.

Diane deKoeyer commented the South Dakota State Historical Society should have enough information to move forward with their in-house consideration to expand the Cathedral Historic District. Diane requested that if any board members want to send future communications about this district expansion to the South Dakota State Historical Society that such communications be forwarded to her, as staff liaison to the board, as well.

- B. Brookings & Sioux Falls HP Application & Submittal Review Diane deKoeyer  
*(Board information only)*

Diane provided an information packet for the board's consideration that describes the Brookings SD and the Sioux Falls SD Historic Preservation Application form and process. The Sioux Falls application form presented reflects the proposed revisions in red. Board members focused on the form's submissions/attachments checklist. Board Chairperson, Tom Keller, expressed the Brookings SD application seems to require more of a narrative description from the applicant, whereas the Sioux Falls SD application is more specific in the information requested and to be provided by the applicant.

Board member, Rob Collins suggested that on the application form, item #2 of the submissions/attachments checklist include additional wording that, "photographs be provided by the applicant that depict adjacent structures and their front yard setbacks to the street; and for item #3 site plan submittal be to scale; and in the situation whereby there is a proposed front addition to the house, that the applicant provide something to describe front setback distance of the addition to the street.

Board member, Gary Conradi, asked if the color of materials can be addressed by the applicant. Diane deKoeyer, staff liaison, reminded the board that when the representatives from the South Dakota Historic Preservation Office presented at the August 2016 meeting, they commented that material colors are not to be taken into account. Diane deKoeyer also mentioned that consideration be given to recommending the incorporation of an application fee.

Board members voiced their general acceptance, and sincere appreciation of the recommended revisions to the application form, as recommended by city staff. Diane deKoeyer acknowledged the board members meeting comments and stated that she will incorporate them into the next draft version of the application form, for the board's final review and action.

- C. Educational flyer to all property owners in historic districts Diane deKoeyer  
Information will be provided at the board meeting  
*(Board information only)*

In continuing efforts to educate Sioux Falls property owners within historic districts, the board is excited to conduct an extensive outreach campaign to further instill resident owner pride, inform current and potential owners about the significance and benefits of residing within a historic district, and educate citizens about the Secretary of the Interior's applicable standards and the city's review process for rehabilitation, new construction, and additions in historic districts.

Diane deKoeyer, presented information materials for the board's review and comments. She mentioned that a cover letter, along with an informative brochure of the affected historic district, would be drafted and sent to every property owner within an existing historic district. Project funding received from the South Dakota Historic Preservation Office would be utilized.

Robbie Veurink left the meeting at 4:44 pm.

Lura Roti, mentioned that the final promotional product for historic districts could be included in various community and neighborhood welcome wagon kits.

Board members generally expressed their enthusiastic support for this project and sincere appreciation to staff for jump starting a historic district informational campaign.

Tom Keller, Board Chairperson, expressed his gratitude to all the board members and staff for their willingness and tremendous efforts to perfect and promote a local review process - one that adds efficiency, consistency, educational and preservation value. He exclaimed his volunteer service and this preservation movement is inspiring to him.

**4. Other Business:**

None.

**Adjournment** - A motion to adjourn the Board of Historic Preservation meeting was made by board member Lura Roti, and seconded by board member Jennifer Dumke. The motion passed unanimously. The meeting adjourned at approximately 4:50 p.m.

**The next meeting of the Board of Historic Preservation will be on November 9, 2016, at 4:00 pm, in the Commission Room on first floor of City Hall.**