



## 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*

Meeting Minutes  
for the meeting held on  
January 11, 2012

**Members Present:**

Elizabeth Barry  
Jeff Dunn  
Kevin Gansz  
Anita Kealey (4:08 p.m.)  
Adam Nyhaug  
Mildred Roesch  
Josh Schorzmann

**Members Absent:**

Sean Ervin  
Dixie Hieb  
Keith Thompson

**Public in Attendance:**

John Engelhardt, Architectural Guild  
Carol Mashek

**Staff Present:**

Debra Gaikowski, Planner  
Dan Hien, Housing Inspector  
Sam Trebilcock, Planner

Chairman Kevin Gansz called the meeting to order at 4:00 p.m.

**1. Approval of the December 14, 2011 Informational Meeting Minutes**

Jeff Dunn made a motion to accept the December 14, 2011 informational meeting minutes as written. Beth Barry seconded the motion. Motion passed unanimously.

**2. Approval of the December 14, 2011 Regular Meeting Minutes**

Adam Nyhaug made a motion to accept the December 14, 2011 regular meeting minutes as written. Mildred Roesch seconded the motion. Motion passed unanimously.

**3. Public Input on Non-agenda Items** – Carol Mashek stated she had a brick which came from the house that was recently demolished at 702 West 11<sup>th</sup> Street if anyone is interested in it. Mildred Roesch accepted the brick.

**4. Old Business:**

- a. Union Gospel Mission Window Replacement Project** - John Engelhardt, architect from Architectural Guild, LLC, presented information about a window replacement project to take place at the Union

Gospel Mission Building at 701-705 East 8<sup>th</sup> Street which is individually listed on the National Register of Historic Places. The project will be phased by floor and side of building. The first phase will be the second floor on the north side. The existing plywood and stucco surface will be removed along with the existing wood windows on the interior side. A bronze metal double-hung window will be the replacement with wood on the interior side. The insulated glass will have a simulated divided lite attached to the outside of the window with spacer bar. John requested approval of this window for this phase of the project and any future phases. Jeff Dunn made a motion that the replacement of windows with the proposed metal window option presented by Mr. Engelhardt will not have an adverse effect on the historic significance of the Union Gospel Mission building and the proposed window can be used on the first phase of the window project and all future phases. Jeff continued by requesting that the existing wood windows that will be removed before installing the new windows, be salvaged and repurposed. Anita Kealey seconded the motion. Motion passed unanimously.

#### 5. **New Business:**

- a. **Notice and Order Report** – The Board members received a list of open City Notice and Orders in their Board packet. The list showed property address, the date of issuance of the Notice and Order, property owner, status of the Notice and Order, and whether the property is in an historic district or is an endangered site. Dan Hien, City Housing Inspector, answered questions on the properties and some general questions about vacant properties. This is a new report that will be presented to the Board at each meeting.
- b. **Overlay Districts Presentation** – Sam Trebilcock, City Planner, presented information on what an overlay district is and discussed the various overlay districts in existence today. He also stated that the City is in the process of updating its current Zoning Ordinance. After some discussion, Kevin Gansz suggested creating a subcommittee to develop some preservation design standards for the historic districts that could possibly be included in the update of the Zoning Ordinance. Since three members were absent, Debra said she would send an email out to gather interest from the members on serving on the subcommittee. This item was informational only.
- c. **2011 BOHP Activity Summary** – The 2011 BOHP Activity Summary was sent to the Board members in their board packet so Debra asked for any comments on the content of the document. Suggestions were received by Debra via email from a couple of members prior to the meeting so she explained those changes and said an updated version will be emailed to the Board. This item was informational only.
- d. **2011 Meeting Attendance** – Each of the Board members received their 2011 Board of Historic Preservation meeting attendance record in their board packet. Debra noted that Jeff Dunn had perfect attendance for the year. This item was informational only.

#### 6. **Other Business:**

##### a. **Downtown Design Review Committee**

It was suggested by the Board at a previous meeting that the BOHP should have a member on the Downtown Design Review Committee. Debra stated that the Committee is currently updating its By-laws but would like to include a BOHP member on the committee when that is finalized. Debra will keep the group posted as things progress. There was interest by several BOHP members to serve on the committee.

**Adjourn** – Mildred Roesch made a motion to adjourn the meeting at 5:11 p.m. Adam Nyhaug seconded the motion. Motion passed unanimously.