

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 November 8, 2017

Members Present:

Thomas Keller, Chairperson
Rachael Meyerink, Vice Chairperson
Josh Chilson
Lura Roti
Rob Collins
Jennifer Dumke
Stephen Jackson
Pam Merchant
Shelly Sjovold
Robbie Veurink

Members Absent:

None

Staff Present:

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

Public in Attendance:

Candace Berg, Advantage Property Management
Sarah Bruxvoort, Neighbor
Pam Titens
Monica Hennings, Landowner
Maynard Hennings Landowner
Lynn Schields
Tim Dow, 221 W. 25th St., Applicant
David Shelton, Century 21 Advantage, 435 N. Spring Ave., Applicant
Diane Olson, Cathedral Historic District Neighbor
Holly Kwasa, Cathedral Historic District Neighbor
Jeff Thompson, Window World, 1120 S. Center Ave, Applicant
Joe Sneve, Argus Leader

Call to order –Chairperson Tom Keller called the meeting to order at 4:00 p.m., welcomed board members and guests, and gave introductory comments.

1. Approval of the October 11, 2017, Meeting Minutes

Chairperson, Tom Keller, requested a motion to approve the October 11, 2017 meeting minutes. Member Stephen Jackson made a motion to approve the meeting minutes. Member Lura Roti seconded the motion. The motion to approve the October 11, 2017 meeting minutes 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.

(over)

Chairperson, Tom Keller, requested planning staff to review the board's meeting agenda and associated addendum packet prior to the Board's consideration of new business items. Russ Sorenson, Urban Planner, acknowledged Chairperson Keller's request and reviewed the agenda and addendum packet materials with board members.

3. New Business:

- A. 1120 S. Center Ave., Sherman Historic District Jeff Thompson, Window World
(Board action required)

The property is located within the Sherman Historic District and the house was constructed in 1909. The structure is listed as contributing to the historic district. The applicant proposes to replace 12 existing windows for vinyl windows.

The applicant, Jeff Thompson, Window World, provided photos of window in the neighborhood where vinyl windows have been installed. As noted in the report, some vinyl windows were installed without a building permit; some were installed on non-street facing facades, which are allowed; and some were provided building permits without historic approval. The applicant offered to present additional photos taken since the last Board meeting and explained that two large window exhibits that he had brought to the meeting. Several Board members commented that such new information should have been submitted by the November 1st deadline and made available for the Board's November 8th meeting.

On further discussion it was recommended to defer the item until the December 13th meeting so the applicant could provide more detailed information on the existing windows at the house. The applicant agreed and will provide more information to the Planning Office by the December 1, deadline.

There were no additional public comments expressed for this agenda item.

- B. 221 W. 25th St., Hayes Historic District Timothy Dow, Owner
(Board action required) Red Oak Construction

The property is located within the Hayes Historic District and the house was constructed in 1923. The structure is listed as contributing to the historic district. The applicant, Timothy Dow, presented several photographs and referenced his proposed building elevation drawing. He explained that he proposes to reconstruct the back porch, replace the existing knee wall with a new railing, and replace the upper balcony deck with a new roof, all located at the southwest corner of the house.

The staff report describes the existing house structure as contributing and is a two-story Craftsman house featuring a prominent side gable with larger dormer. The dormer is gabled with a pair elongated six pane windows and flared eaves. The eaves are wide, open, and have the rafters exposed. A front entry shed portico is found over the main entry. Triangular brackets support its weight. Four pairs of four by one double hung sash are found on the front façade. A shed-roofed room on the east side is a possible addition. There's a small west side porch with access from the upper bedroom. Clapboard and wood shakes are original. An outside end chimney is found on the east side.

Board member Rob Collins referenced the applicant's elevation drawing and inquired if the new roof on the second story would be located below the existing windows. The applicant replied that it would. Rob mentioned to have the door opening and reconstruction on the slope roof of the upper level may be a code violation, therefore the upper level door should be eliminated if the balcony is removed.

Board member Rachael Meyerink commented the existing knee wall on the lower level appears to be historic to the structure and that in other applications reviewed by the Board, it is preferred to preserve the knee wall, and provide openings to allow for proper drainage.

Public comments received include:

It was noted by planning staff that Louise Smith, a neighbor who resides across the street, called into the Planning Office to express her support for the reconstruction project.

There were no additional public comments expressed for this agenda item.

Board member, Rachael Meyerink, made a motion that the proposed reconstruction project would not have an adverse effect on the Hayes Historic District, provided 1) the knee wall be rebuilt with drainage openings; and 2) a window be constructed in lieu of having the existing door at the upper balcony. Board member Shelly Sjovold, seconded the motion. The motion passed unanimously.

- C. 435 N. Spring Ave., Cathedral Historic District David Shelton, Broker
(Board action required) Century 21 Advantage

The property is located within the Cathedral Historic District and the house was constructed in 1891. The Queen Anne Cottage architectural design structure is listed as contributing to the historic district. The applicant proposes to demolish the existing single family residential structure. According to the applicant the structure's foundation is in very poor condition, as well as much of the structure.

The applicant, David Shelton, Century 21 Advantage, and Maynard Hennings, property owner presented photos of the subject residential structure and surrounding properties in the neighborhood.

Public comments received include:

Diane Olsen, neighbor at 310 N Duluth Avenue, expressed that she wants to maintain the historic integrity of the house and neighborhood and suggested the structure's foundation wall and soffit be reconstructed

Sarah Bruxvoort, neighbor at 222 N Spring Avenue, commented that she walks by this house in the Cathedral often and is an advocate for historic preservation. She also mentioned that she has foundation issues in her home that will be worked on.

There were no additional public comments expressed for this agenda item.

Suggestions for Vision and Values Statements

Board of Historic Preservation Mission Statement: *Promoting the use and conservation of historic properties for the education, inspiration, pleasure and enrichment of the citizens of Sioux Falls*

Summary of responses

How should BoHP promote use and conservation of historic properties in Sioux Falls?

- Mayor's Award
- Education of the Board and Public with workshops and online materials.
- Education is key: many people do not understand or appreciate the value of historic properties.
- Possibly identify historic properties not protected by districts and promote their use and conservation as well.
- Need a stronger online presence: website, facebook, etc...
- Need to create post card booklet featuring historic homes, showcasing great examples of preservation.
- More work to increase public's awareness of historic neighborhoods, with a specific emphasis on educating realtors, since they are a gateway to knowledge.

How can BoHP reach out to Sioux Falls and educate them about historic preservation?

- Print materials
- Online presence: website and social media
- Social Media is a major need. Need more platforms for BoHP.
- Build contacts with realtors, home builders, renovators
- Have more community educational events
- Walking tours
- Work with the media about preservation efforts
- Historic walking tours
- Need to promote stronger ties to district groups

How can BoHP inspire with the mission of historic preservation?

- Stronger online platforms can allow us to share inspiring stories, pictures, and information.
- Showcase preservation successes
- Make the Mayor's Award into more of an event
- Historical Home Tour?
- Work with groups that are already out there

Full Responses

Shelly Sjovold:

Board of Historic Preservation Mission Statement: Promoting the use and conservation of historic properties for the education, inspiration, pleasure and enrichment of the citizens of Sioux Falls

For each question, please provide an answer of no more than 100 words:

a) How should the BoHP promote “the use and conservation of historic properties” in Sioux Falls?

The Board of Historic Preservation can promote the use and conservation of historic properties by highlighting members of the community that are using historic spaces for business, conserving historic houses and other properties, and people who are continually preserving their properties. One way we already do this is with the annual Mayor’s award, which could continue as is, or be just a certificate program that the board awards. Another way is through education of both board members (annual meetings and instruction from the State at various times) and educating the public through our printed or online materials as well as workshops.

b) What are the best ways that the BoHP can reach out to the Sioux Falls community and educate them about historic preservation?

The Board of Historic Preservation can educate the community through print materials as well as online materials such as the historic district walking tours, Wallace Dow Brochure, or the historic plantings brochure. We could also use social media as a means of reaching the public. Another way to reach the public is to try to have stronger ties with district groups that already meet and have contact with each other. If we could have stronger ties with these existing people in districts that already communicate with each other, I think that would be a great means to spread awareness.

c) How can we inspire our community with the mission of historic preservation?

Inspiration can come from education and promotion-both mentioned above. I hope that when members of the community get an award for preservation or come to a program and leave with the knowledge that the work they do or the love they have for their district is acknowledged by our board and thus the mayor and the city, that we as a board have inspired the community to get involved with historic preservation.

Rachel Meyerink:

- a) How should the BoHP promote “the use and conservation of historic properties” in Sioux Falls?

I think providing education for the public on how to conserve their historic homes is very important. Many do not fully understand or fully appreciate the value of the historic materials and/or unique characteristics of their home.

I also think that we need to identify historic properties that are not protected under historic districts and promote their use and conservation (ie Minnesota Ave, Pettigrew heights, mid century modern , etc)

- b) What are the best ways that the BoHP can reach out to the Sioux Falls community and educate them about historic preservation?

We need to use and embrace social media. Someone who is comfortable using that platform should be able to frequently post things that promote and educate historic preservation. The use of social media was a huge success when promoting our Historic Landscape Gardening this past Spring.

- c) How can we inspire our community with the mission of historic preservation?

I think social media could be very helpful. It would be a great place to share inspiring stories, photos, words of wisdom, quotes, and educational articles.

Pam Merchant:

- a) *How should the BoHP promote “the use and conservation of historic properties” in Sioux Falls?*

- On our website: use graphic imagery to showcase the different HP communities, better photos, a slide show?
- Facebook? Posts 3-4 times month
- Create a post card booklet of featured historical homes (with approval of owners) that showcases “best of the best”... unique homes that personify Sioux Falls Historical Districts. These could be sold in downtown locations, used as gifts, etc.
- Periodic articles and speak outs to Argus featuring news or information that would interest the public on Historical Preservation and properties

- b) *What are the best ways that the BoHP can reach out to the Sioux Falls community and educate them about historic preservation?*

- Continue to meet with specific groups; realtors, home builders, renovators
- Hold educational presentations, during other events such as Home Builder’s Show, or at meetings such as History Club. Provide relevant speakers and programs.
- Provide walking tours for groups

c) *How can we inspire our community with the mission of historic preservation?*

- Show them our successes; photograph them, share the process or outcome on FB
- Create more of a celebratory “big deal” event for Mayor’s Awards, invite city officials, leaders, etc. Have great food to entice people there.
- Have a clear process described as to how they can and should interact with HP processes... perhaps a fillable questionnaire? Or set of them? For specific starting points?
- Survey our community; not only the Historical Districts, but areas “up and coming”
- Utilize the already formed “groups” and join forces with them. Cathedral District, McKennan Park, etc. Host info gatherings at key locations/key homes if willing
- What about a Historical Home Tour?

Other Questions I have:

Do we have areas that should be included in or added as new Historical Districts?

What constitutes a “historical” home? Age? Style? Distinction? Are we missing whole sections of Sioux Falls? What about 1950s-60s mid century?

Who are our best “cheerleaders”? Is there a historical preservation following, and who are they? Do we have a database? Do we want to create one?

Josh Chilson:

A) Work to increase the public's awareness of historic neighborhoods, as well as the city's history as a whole. Also, continually work to educate realtors on the value of historic homes and neighborhoods, as they are often the gateway of knowledge to homeowners.

B) Continuing to work with local media about efforts happening in the city. Find specific success stories regarding preservation projects, and get the word out about them. The same can be applied for other stories about the city's history. Perhaps a historic building is in the news for whatever reason - we could proactively work to get background stories about that neighborhood to media members (reporters are always starving for story ideas).

C) Again, just making the community aware of the value of preservation on a variety of levels - historic value, economic value, city pride, etc.

HI all,

I think these are a good place to start... also below there's pages the guide from the State Hist Pres Plan...

<http://history.sd.gov/Preservation/OtherServices/SDLocalPreservationHandbook2017.pdf>

We could glean from this as well. I've highlighted questions/things I'd like to know more about... mostly because I haven't lived here long enough to know.

Also, here's Brookings Preservation Plan from 1999... it has some great goals. Some of which I helped move along when I served in the last decade. It may help; when I served, we also hired a consultant to do a two-day retreat in 2008... I don't have notes on this, but I found it very effective to re-visit the initial plan and continue to implement.

Hope this helps

<http://www.cityofbrookings.org/DocumentCenter/View/2844>

<http://www.cityofbrookings.org/index.aspx?NID=166>

Thanks!

Pam

Preparing a Preservation Plan

Preservation plans vary greatly in size, scope, and complexity. Some commissions contract with a preservation professional to help prepare a plan while other commissions develop a plan on their own. The Rhode Island State Historical Preservation Office developed these questions to guide communities in creating a preservation plan (taken from a March 28, 1989 letter from Ted Sanderson, the Rhode Island Deputy State Historic Preservation Officer, to various members of the preservation community).

1) What historical resources exist? Where are they located? In what fashion do they relate to the past and future development of the community?

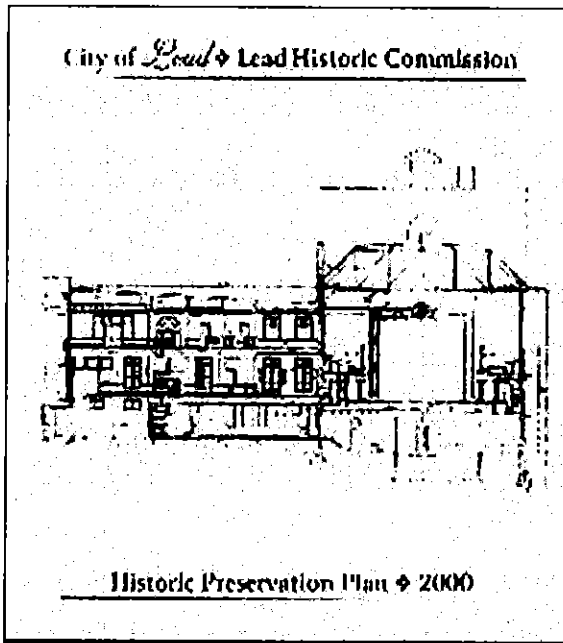


Figure 6 – A historic preservation plan can help a commission focus by determining what projects need to be done, when they need to be done, and who needs to do them.

12

2) Have the identified resources been adequately documented, and evaluated? Are there resources (or entire groups of resources) which have not been identified, documented, or evaluated?

3) What preservation activities have already taken place? Are in progress? How effective have they been?

4) How and in what way are the community's historic resources threatened?

5) What are the community's goals for its historic resources?

6) How will the community achieve those goals? Through which specific actions? Who are the actors (private/public; local/state)?

7) To what extent is preservation part of the community's overall plan for its development? Does the community intend to integrate preservation into other aspects of its planning (such as housing, taxation, zoning, open space, site plan review, etc.)? Will the community's plans conflict with preserving historic resources?

8) Given the identified resources and the present level of preservation activity, which strategies and actions are most important? Which are least important?

An excellent guide to developing local historic preservation plans is the National Trust for Historic Preservation and American Planning Association's publication *Preparing a Historic Preservation Plan*. It lists the following as elements of a good preservation plan:

- statement of goals
- definition of historic character

- summary of past preservation efforts
- historic resources survey
- explanation of the legal basis for historic preservation
- coordinating preservation with zoning, land use, and growth management

- defining public-sector responsibilities
- incentives for preservation
- the relationship between preservation and education
- and an agenda for future action.

Sample plans from South Dakota communities and cities throughout the country are available from the South Dakota State Historic Preservation Office. For those communities wanting to contract with a preservation professional to help them develop a plan, there are grant programs that can provide matching funds for such an activity. The South Dakota State Historic Preservation Office's annual grants to Certified Local Governments provide matching grants for a wide range of activities, including preparing preservation plans. For more information on the Certified Local Government program in South Dakota, see page 32 or contact the State Historic Preservation Office at 605-773-3458 or shpo@state.sd.us. The National Trust for Historic Preservation also has grant programs that can provide matching funds for various planning activities. For more information on these programs, contact the Western Field Office of the National Trust at 1420 Ogden St., Suite 203, Denver CO 80218, (303) 623-1504 or forum@savingplaces.org.

