

MINUTES  
HISTORIC PRESERVATION COMMISSION  
SPECIAL MEETING  
March 9, 2009

MEMBERS PRESENT: Scott Sogge, Pat Roseland, Jean Kessloff, Ken Loeschke, Duane Baumgartner, Mike Bender, John Wagner, David Viall

OTHERS PRESENT: Michelle Dennis, Bill Kessloff, Marcia Elkins, Karen Bulman

Loeschke convened the meeting at 5:39 p.m. noting that a quorum was not present.

2009-2010 Certified Local Government Grant Projects/Costs

An informal discussion of possible grant activities for the 2009-2010 CLG Grant request followed.

Sogge entered the meeting at 5:42 p.m. Bender entered the meeting at 5:44 p.m.

Call to Order

With a quorum now present Loeschke called the meeting to order at 5:50 p.m.

2009-2010 Certified Local Government Grant Projects/Costs

The discussion regarding possible grant activities for the 2009-2010 CLG Grant request continued.

Viall entered the meeting at 5:52 p.m.

Loeschke suggested that \$1,500 be allocated to fund the mailing of notices and document printing costs for the Local Historic District Nomination project.

Bender expressed interest in allocation funding on an annual basis to support the nomination of an Individual Property. Discussion followed regarding the identification of properties that would meet Individual Nomination criteria, coordination of the Commission's current Historic District Ordinance with the planning review process and the Certified Local Government grant requirements.

Bender suggested that a total of \$8,000 be included in the 2009-2010 Certified Local Government grant application to facilitate the nomination of individual properties. Discussion continued regarding the identification of grant match resources including soft match and property owner financial contributions.

Wagner suggested that a total of \$2,000 be included in the 2009-2010 Certified Local Government grant application for support of the Study Commission.

Discussion followed regarding possible educational activities and grant match requirements.

**Bender moved, Roseland seconded and carried unanimously to recommend that the City Council submit the 2009-2010 Certified Local Government Grant application in the amount of \$10,500 to include the following projects: \$2,000-basic operations; \$2,000-Study Commission support; \$4,000-Nomination of Individual Properties to the National Register; and, \$2,500-Educational Activities.**

Loeschke recessed the meeting at 6:04 p.m. Loeschke reconvened the meeting at 6:17 p.m.

#### Comprehensive Preservation Plan

Dennis addressed the Training and Planning Agenda provided to the Commission for their review and consideration. Each Commission member identified the issues they considered to be most important in facilitating preservation activities in the community.

Dennis provided a review of the "Preservation Fundamentals" including a Preservation System outline of the Federal, State and Local roles and responsibilities. Dennis provided a review of property owner developer roles and responsibilities in the Preservation System. Dennis referenced the South Dakota Local Preservation Handbook giving special attention to the differences between rehabilitation, restoration, preservation and reconstruction.

Roseland recommended that the Commission member review the South Dakota Local Preservation Handbook. Dennis concurred noting that review of the Handbook would be an appropriate element of the Commission's Action Plan. Discussion followed regarding the critical issues facing the community and how preservation can address those issues.

Dennis asked the Commission to identify training needs. Those identified included resources to assist homeowners, including grants, role of the Historic Preservation Commission, the need for regular training sessions, information on laws regulating Historic Preservation, review of bylaws, information on architecture and architectural styles, more information on the preservation system, types of preservation and rehabilitation, a walk-through of the 11-1 Review process, field trips and information on zoning restrictions and codes. Dennis asked the group to bring back additional training needs to the next session.

Loeschke stated that the next meeting will be held on March 24, 2009 at 5:30 pm.

#### Adjourn

**There being no further business Sogge moved, Roseland seconded and carried unanimously to adjourn the meeting.**