

MINUTES
SPECIAL MEETING
HISTORIC PRESERVATION COMMISSION
April 14, 2009

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

OTHERS PRESENT: Michelle Dennis, Marcia Elkins, Karen Bulman

Call to Order

Loeschke convened the meeting at 5:30 p.m. The members present agreed to proceed with informal discussion noting that a quorum was not present at this time.

Preservation Plan

Dennis reviewed the role of the Historic Preservation Commission as advocates for preservation. Dennis reviewed the design review process and the role of the Certified Local Government process pointing out the need to provide consistency while addressing the unique aspect of each property. Dennis addressed the need for enforcement and the economic challenges to preservation. Dennis discussed local design guidelines and how they can assist the property owners with good preservation practices. Dennis encouraged the Commission to consider developing design guidelines for the West Boulevard Historic District as part of the Commission's work program. Dennis shared copies of the design guidelines for a Roseland, Oregon commercial historic district, a Springfield, Oregon residential historic district and the Boulder, Colorado guidelines. Discussion continued regarding the Virginia community guidelines that are retained in the Commission's library materials.

Dennis reviewed the local design review guidelines implemented through the Memorandum of Understanding with the State of South Dakota. Dennis addressed the extensive response from Chris Nelson from the State Office of History regarding the Secretary of Interior's Standards and any local guidelines that might be adopted in the future. Dennis stated that the Commission can take one of the four following actions on an 11.1 Review application:

1. The Commission may make a finding of no adverse effect;
2. The Commission may make a finding of adverse effect;
3. The Commission may request changes to the plans; or,
4. The Commission may table the request.

Dennis reviewed the definition of adverse effect noting that Nelson reiterated that the finding of adverse effect must be based on character defining features. Dennis distributed a "Summary Sheet for Review" for use in reviewing the character defining features of an application including the review of:

1. Historic Significance;
2. Features and Materials; and,
3. Integrity "properties".

Dennis provided a review of each of the three aspects of character defining features.

Discussion continued regarding the Secretary of Interior's Standards role in the design review and relationship to local guidelines.

Sogge entered the meeting at 5:40 p.m. With a quorum now being present Loeschke called the meeting to order at 5:40 p.m.

Discussion continued regarding the importance of design guidelines and how those guidelines could assist in educating the community and commission members on the different architectural styles of structures.

Elkins left the meeting at 6:30 p.m.

Discussion continued regarding the value of educating the public through the 11.1 Review process as well as mailing information to homeowners on the significance of their historic property. Wagner stated that the Commission may be able to obtain a grant to fund distribution of educational material to citizens and commission members.

The Commission discussed the utilization of the checklist when evaluating the 11.1 Review applications. Dennis stated that the checklist can be extended to include additional questions or ideas. Dennis indicated that if a proposed action may create an adverse impact on historic property, the Commission can recommend alternatives to the proposal that would negate the finding of adverse impact.

Kessloff indicated that one of the items for Historic Preservation Month could be an educational seminar on historic preservation. Discussion followed on the May 2009 Preservation Month activities.

Dennis indicated that a future training session would be conducted to discuss action steps for some of the goals identified by the Commission.

The Commission reiterated the desire for continuing education and the importance of that education for Historic Preservation members.

Adjourn

There being no further business Loeschke adjourned the meeting at 7:40 pm.