

To: Local Building Owners
From: Pipestone Heritage Preservation Commission (HPC)

March 11, 2026

This is a letter of introduction for some, of reintroduction for others. There have been many questions recently about the Pipestone Heritage Preservation Commission- our role, what building issues we oversee, and in general, what we do. We hope to answer these questions in this mailing.

The upkeep of your building is important to you in order to provide a safe and comfortable environment for your employees and customers. In addition, the aesthetic character of your unique historic building or property within a designated historic district, is a major draw for tourists around the region and beyond. Tourism spending generated by heritage assets supports jobs, tax revenues, and local business growth.

What is the Heritage Preservation Commission?

The HPC is a citizen advisory body to the Pipestone City Council. It consists of five local residents appointed by the City Council, including a representative from the Pipestone County Historical Society, and a City Council Liaison appointed by the Mayor.

What does the HPC do?

HPC has been charged with advising the Pipestone City Council on the preservation of historically and architecturally significant buildings and Districts within the city, while supporting necessary modifications for contemporary use; therefore, the HPC,

- Issues a Certificate of Appropriateness that can be submitted to the City Building Inspector as part of the application for a building permit. A Certificate of Appropriateness is not the same as a Building Permit.
- Has jurisdiction which applies to those properties within the Pipestone Commercial Historic District and individual properties locally designated or those individually designated on the National Register of Historic Places.

What needs to have a Certificate of Appropriateness from the HPC? What does it mean?

Any exterior work, including repairs done to look exactly the same, needs to receive a Certificate of Appropriateness. This includes changes or repairs to the building storefront, sides, back, and roof:

- Lighting
- Repointing & masonry work
- Signage
- Roof, repair & replacement
- Window, repair & replacement
- Siding
- New Construction
- Demolition

- Landscape & Terrain Alterations
- Any exterior work, (structural, cosmetic, aesthetic, etc.)

The review and issuance of a Certificate of Appropriateness by the HPC means that the commission reviewed the work proposed and found it in line with applicable city, regional, state, and federal regulations including the Secretary of Interior Standards for Rehabilitation for Landmarks and Historic Districts.

What is the process of receiving a Certificate of Appropriateness?

Applications are available online at the City's website (www.progressivepipestone.com) or at the City Office. Fill out the form, attach required samples, sign the application, and turn in at the City Office or online at www.progressivepipestone.com. There is no cost to apply for a Certificate of Appropriateness, once issued it is valid for one year.

HPC meets in the City Council Chambers on the second Tuesday of the month at 5:30 pm in January, March, May, July, September, and November. All meetings are open to the public. It is beneficial for applicants to attend the meeting in order to answer any questions the HPC may have about the application.

Is there financial assistance available?

The City currently has an exterior improvement loan program to assist property owners with improvements to the exterior of their business. State tax credits may also be available to assist.

2026 Historic Preservation Commission

John McCallum, Chairperson

Linsey Prunty, Vice-Chairperson

Evan Schiller

Shannen Muller

Susan Hoskins, Pipestone County Historical Society Liaison

Dan Delaney, Pipestone City Council Liaison