

**Brookings Historic Preservation Commission**  
**August 14, 2025 Minutes**

A meeting of the Brookings Historic Preservation Commission was held on Thursday, August 14, 2025 in the Brookings City & County Government Center. Members present: Audra Fullerton, Paula Carson, Tom Thaden, Janet Gritzner, Matthew Weiss, Diane Kosbau, and Sandra Callies via conference call. Also present were Robert Hall (805 4<sup>th</sup> Street) and Ryan Miller, City Planner.

**Call to Order**

Weiss called the meeting to order at 6:00 p.m.

**Approval of Agenda**

A motion was made by Thaden and seconded by Gritzner to approve the agenda. All present voted aye.

**Approval of Minutes**

A motion was made by Fullerton and seconded by Gritzner to approve the July 10, 2025 minutes as. All present voted aye.

**State Case Reports**

805 4<sup>th</sup> Street – Robert Hall stated that he has updated his plans to include grids between glass that will match the design of the existing windows.

The BHPC thanked Mr. Hall for making the effort to find a solution quickly.

A motion was made by Kosbau and seconded by Carson to accept the findings of the case report with the changes made to include grids between glass. All present voted aye.

Miller stated he would update SHPO with BHPC's comments.

**Other Items & Reports**

- a. Subcommittee Updates
  - i. Survey  
No update.
  - ii. Public Education  
No update.
  - iii. Codes & Design  
Callies mentioned that the subcommittee will be looking into design standards.
  - iv. Incentives & Partnerships  
Fullerton met with a mayor's award nominee and some community outreach and incentive ideas were mentioned. Fullerton plans to set up meetings with potential community partners.

Callies has reached out to Sioux Falls regarding their funding program.

- b. CLG Funding Limit Updates  
No update.
- c. Brochures Distribution Updates  
Carson mentioned delivering brochures twice last month. Thaden has distributed 165 more SDSU brochures.
- d. Mayor's Awards Planning, Review of Nominations  
Weiss mentioned that Shaw Storhaug (708 8<sup>th</sup> Street) has declined the nomination. Weiss also mentioned that the Ag Heritage Museum has been nominated. Miller also noted that Debra Spear declined the nomination.
- e. Trolley Rides Planning  
Weiss stated that McCrossan Ranch has agreed to participate. The rides will be held on Thursday, August 21 as a part of that week's Downtown at Sundown.
- f. BHPC Representation at DRT  
Miller explained that the Development Review Team is a group of City employees that review development projects as requested or as needed for projects advancing to Planning Commission and City Council. Callies asked if the Development Review Team reviews the Comprehensive Plan. Miller confirmed they do. Fullerton asked if Miller serves as the historic preservation representative at DRT. Miller confirmed he does.
- g. Thaden asked for an update on 820 9<sup>th</sup> Avenue. Miller mentioned that there is no update.

#### Upcoming Events

- Trolley Rides – Thursday, August 21

#### Other Announcements

- None.

#### Next Scheduled Meeting

- The next meeting will be Thursday, September 11, 2025.

Meeting adjourned at 7:45 p.m.

*Matthew Weiss*

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Matt Weiss, Chair

*Ryan Miller*

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Ryan Miller, City Planner