

Brookings Historic Preservation Commission
February 13, 2025 Minutes

A meeting of the Brookings Historic Preservation Commission was held on Thursday, February 13, 2025 in the Brookings City & County Government Center. Members present: Janet Gritzner, Janet Merriman, Matthew Weiss, Tom Thaden, Sandra Callies, Nathaniel Condelli, Paula Carson and Samuel Krueger via phone. Also present were Audra Fullerton and Ryan Miller, City Planner.

Call to Order

Weiss called the meeting to order at 6:04 p.m.

Approval of Agenda

Callies asked to add an item to review the 2040 Comprehensive Plan's Future Land Use Map in relation to contributing houses in historic districts.

A motion was made by Carson and seconded by Merriman to approve the agenda as amended. All present voted aye.

Approval of Minutes

A motion was made by Merriman and seconded by Carson to approve the January 9, 2025 minutes. All present voted aye.

Other Items & Reports.

a. Subcommittee Updates:

i. Survey

Thaden and Gritzner have discussed taking more pictures of the area. Weiss spoke with the SDSU Geography Department who may have some additional resources to help.

ii. Public Education

Merriman will begin looking into welcome packets.

iii. Codes & Design

Weiss reviewed the 2040 Comprehensive Plan and would recommend that the commission approach the Planning Commission about an amendment to the Comprehensive Plan's Future Land Use Map where the map conflicts with areas in historic districts.

Miller provided a background on the Comprehensive Plan and Future Land Use Map.

Merriman stated that there were conversations between the consultants and the Historic Preservation Commission during the drafting of the comp plan.

Weiss reminded members that required state historic reviews still apply in the areas in question.

Callies stated that the comprehensive plan creates questions and grey areas pertaining to historic properties and is against the purpose of the commission.

Krueger noted page 192 of comp plan, which discusses the need to update the comprehensive plan as needed. There are thirteen contributing properties in the areas of concern including three in the central district and ten in the university district. Krueger also noted page 163 of the comp plan and overall concerns with development trends along the 6th Street Corridor.

Audra Fullerton, 842 9th Street, stated support of this action.

A motion was made by Merriman and seconded by Condelli to submit the proposal to the Planning Commission.

iv. Incentives & Partnerships

Condelli met with Kirsten Gjesdal and Downtown Brookings about a letter to send out with information on the new programs.

b. City Council Retreat:

Miller mentioned that a date has not yet been set for the Council Retreat.

c. CLG Quarterly and Annual Reports:

The 2025-26 CLG Grant application deadline is March 31, 2025. Condelli asked if there are other ways that committees spend grant funding. Thaden mentioned that all grants are posted on SHPOs website.

d. CLG Grant Application:

Weiss stated that the executive committee has prepared recommendations for a budget based on year 4 of the Preservation Plan's implementation plan.

Weiss asked the survey subcommittee if there are any anticipated survey costs for the next year. Weiss proposed allocating \$400.

Merriman asked the commission about their desire to continue attending the Home Show. After discussion, Weiss recommended allocating \$2,500 to attend the 2026 Home Show.

Weiss and Merriman will draft a final version of the proposed budget for review at the March meeting.

e. Brochures Distribution Updates:

No Update.

f. SDSU ID Home Tour Request:

Callies mentioned that Melissa Otteson, 804 6th Ave, hosted a tour of 20 architecture students. The tour lasted one hour.

g. 2025 BRBA Home Show Recap

Merriman mentioned that the Home Show booth went well.

h. Volunteer Board Applications Process

Miller asked if the current process for identifying new board members is acceptable to the commission or if the commission has any desire to be more involved in the process.

Merriman stated that she was interviewed before getting appointed. Callies is interested in at least having awareness when an application is received. Weiss would like the Executive Committee (chair and vice-chair) to see applications as they come in.

Upcoming Events

a. South Dakota History Conference – May 8-9 – Deadwood, SD

b. 2026 CLG Conference

Weiss stated that the Executive Committee brainstormed a potential agenda if the commission is interested in hosting the 2026 CLG Conference. Merriman mentioned that the last time Brookings hosted in 2016, they hosted an NAPC Camp in tandem with the conference.

Next Scheduled Meeting

- The next meeting will be Thursday, March 13, 2025.

Meeting adjourned at 7:58 p.m.

Matt Weiss, Chair

Ryan Miller, City Planner