

**Brookings Historic Preservation Commission**  
**July 13, 2023 Minutes**

A meeting of the Brookings Historic Preservation Commission was held on Thursday, July 13, 2023 in the Brookings City & County Government Center. Members present: Nathaniel Condelli, Janet Gritzner, Janet Merriman, Kyle Nelson, Jon Stauff, Tom Thaden, Paula Carson, and Chair Matt Weiss. Also present were Akimoto and Tomoko Ichinomiya (616 8<sup>th</sup> Street) and City Planner Ryan Miller.

**Call to Order**

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

**Approval of Agenda**

Weiss suggested to add items to the agenda discussing the tours of the Downtown Historic District and a meeting with the Downtown Brookings organization. The 11.1 State Case Report for the SDSU Foundation was removed. A motion was made by Merriman and seconded by Stauff to approve the agenda as amended. All present voted aye.

**Approval of Minutes**

Merriman suggested an edit to the minutes. A motion was made by Merriman and seconded by Condelli to approve the May 11, 2023 minutes as amended. All present voted aye.

**11.1 Review Updates**

630 6<sup>th</sup> Avenue – an application to demolish and rebuild a detached garage at 630 6<sup>th</sup> Avenue was received. The detached garage was damaged beyond repair during the May 2022 storm and is deemed a total loss. The applicant would like to demolish the garage and replace it with a similar detached garage but relocated to better align with the primary structure's setback and with access to the alleyway rather than to 7<sup>th</sup> Street. The applicant is considering two different options for the roof pitch. One would be similar to the current pitch and the other more complimentary to the primary structure. The application is under review by the State Historic Preservation Office.

707 6<sup>th</sup> Street – a rear stoop/stone entryway was removed and replaced with a wooden deck. The property manager is since completed the historic review application after completing the project. It is unknown if the stone entryway is original. The application is under review by SHPO.

908 5<sup>th</sup> Street – the application to demolish a non-contributing garage at 908 5<sup>th</sup> Street was approved by SHPO.

**State Case Report:**

Akimoto and Tomoko Ichinomiya presented their project to replace twenty-eight windows at the home at 616 8<sup>th</sup> Street. Ichinomiya stated that the windows are all in need of replacement due to rot and inefficiencies. The applicant was unable to find a contractor to repair the existing wooden windows.

Midwest Glass has presented the applicant with a proposal to replace the windows with white vinyl inserts. Weiss asked if the contractor could provide 2-D renderings of what each of the windows would look like after the project has been complete. Weiss hopes that the spacing and grids would retain the historic feel including retaining the wide mullion.

Merriman made a motion to table the item until additional 2-D renderings are presented. Stauff seconded. All present voted aye.

### **Other Items & Reports.**

a. Special Projects Updates:

i. Mayor's Awards Review of Nominations

Weiss mentioned that the review subcommittee has reviewed the candidate projects and made a preliminary set of recommendations. Weiss presented each of the recommendations.

A motion was made by Merriman and seconded by Staff to make the following recommendations for mayor's awards:

- 630 6<sup>th</sup> Avenue – Excellence in Restoration
- 710 5<sup>th</sup> Avenue – Excellence in Restoration
- 828 8<sup>th</sup> Avenue – Stewardship Award
- 411 4<sup>th</sup> Street – Excellence in Rehabilitation
- 326 Main Ave – Excellence in Rehabilitation
- 419 Main Ave – Adaptive Reuse Award

All present voted aye.

The commission discussed the definition of adaptive reuse and considered whether or not the project at 419 Main Avenue fit the description or if another category would better fit. After discussion, the recommendation for adaptive reuse award remained.

Thaden mentioned that SDSU's Lincoln Hall may be eligible for an award. A motion was made by Thaden and seconded by Carson to nominate the Lincoln Hall project for an Excellence in Restoration award. All present voted aye.

A task force will work together on making contact with each of the award winners and develop final write-ups as requested by the City Clerk.

ii. Historic Trolley Rides

Weiss mentioned that the trolley rides will be held on Thursday, July 27 from 4:30 – 7:30 PM. Carson will reach out to Visit Brookings to get the rides added to the Downtown at Sundown calendar of events.

iii. SDSU Tour Guides Brochure

Thaden mentioned that 500 tour guides were distributed in three weeks and has gotten quotes for additional prints.

iv. University Residential Historic District Plaque

Weiss mentioned that an instructional write-up has been drafted for wood installations and brick installations. Another option may be written up as well. Nelson needs to collect

plaques and will pre-drill some for interested property owners. The pre-drilled plaques will be delivered along with the instructional sheet.

v. Flyers Distribution

No update.

vi. Work Plan Review

No update.

b. Public Education Subcommittee Updates:

i. Work Session for Communications Plan

Merriman mentioned that implementation of the Communications Plan is in progress with social media posts being developed as outlined in the plan.

ii. Facebook Efforts

No update.

iii. Tour of Downtown Historic District

Condelli mentioned that a staff member of the South Dakota State University Honors College would like the BHPC to give a tour of the downtown district for approximately 25 students in September. The tour would be roughly 35 minutes and include the portion of downtown from the Post Office to Kool Beans. Weiss, Nelson and Merriman mentioned interest in helping.

Weiss encouraged the Public Education Subcommittee to meet to discuss other potential tour ideas. Merriman and Stauff will set up a meeting.

c. City Connections Subcommittee Updates:

i. Survey of Potential Resources

Weiss had a conversation with a former Historic Preservation Commissioner and discussed the original survey work that was done in Brookings.

ii. Meeting with Downtown Brookings

Weiss mentioned that he met with the new Director of Downtown Brookings. The meeting focused on the process for reviewing projects through the City and how to identify which projects review reviews or permits. Commission members discussed a willingness to help promote the historic review process and connect with businesses.

**Next Scheduled Meeting**

- The next meeting will be August 10, 2023.

Meeting adjourned at 6:47 p.m.

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Matthew Weiss, Chair

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Ryan Miller, City Planner