

Brookings Historic Preservation Commission
September 11, 2025 Minutes

A meeting of the Brookings Historic Preservation Commission was held on Thursday, September 11, 2025 in the Brookings City & County Government Center. Members present: Audra Fullerton, Paula Carson, Tom Thaden, Janet Gritzner, Matthew Weiss, and Janet Merriman. Also present was Ryan Miller, City Planner.

Call to Order

Weiss called the meeting to order at 6:03 p.m.

Approval of Agenda

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

Approval of Minutes

A motion was made by Fullerton and seconded by Gritzner to approve the August 14, 2025 minutes as. All present voted aye.

Other Items & Reports

a. Subcommittee Updates

i. Survey

Weiss stated that the survey is currently in the design subcommittee's hands. A homeowner's group may have concerns about expanding the district rather than reinforce the standards in place for the existing district. Fullerton expanded that there is a desire to resurvey the existing district. Thaden asked if there was desire to resurvey the Central Residential Historic District only or both residential districts. Fullerton believes both would be desired. Gritzner noted that if the standards for contributing properties have changed, there may be more structures that are eligible.

Weiss mentioned that a meeting with SHPO will be coordinated to discuss the feasibility and initial steps of any survey work. Miller asked Weiss to include staff in the meeting.

ii. Public Education

Merriman and Carson are working on a welcome page for the website.

Thaden suggested sending educational materials to the new economic development entity.

Carson mentioned that she met with Visit Brookings and was asked if the BHPC had any plans for the 250th anniversary in 2026. Thaden asked if the City was planning for anything. Miller is not aware of any plans. Thaden mentioned that the Historical Society was involved with planning for the 200th anniversary in 1976. Thaden has a list of suggested activities.

iii. Codes & Design

Weiss mentioned that priorities may shift based on upcoming discussion with SHPO on the historic district survey efforts.

iv. Incentives & Partnerships

Fullerton reached out to Rick Lee with the First Bank & Trust Community Development Corporation.

b. CLG Funding Limit Updates

Miller stated that there is no update on CLG funding. The BHPC's request for City funding in 2026 remains a part of the proposed budget.

c. Brochures Distribution Updates

Thaden distributed over 100 additional university walking tour brochures. Carson will be distributing again shortly.

d. Mayor's Awards Planning

Weiss mentioned that the deadline to submit pictures and scripts is roughly two weeks away.

e. Trolley Rides Recap

Weiss mentioned that the event went well. Fullerton estimates that roughly sixty people participated.

Upcoming Events

- NAPC Webinar – Thursday September 25 – Historic Context Studies

Other Announcements

- Fullerton mentioned that there will be a free 5K run for suicide prevention at McCrory Gardens on Saturday September 13.
- Carson asked what the process is to get a home listed individually on the National Register of Historic Properties. Carson mentioned that she may have a candidate. Merriman mentioned that the first step would be to reach out the State Historic Preservation Office (SHPO).
- Miller mentioned that the Pheasant Restaurant and Lounge received a \$50,000 American Express grant for historic restaurants.

Next Scheduled Meeting

- The next meeting will be Thursday, October 9, 2025.

Meeting adjourned at 6:56 p.m.

Matt Weiss, Chair

Ryan Miller, City Planner