

**Brookings Historic Preservation Commission
September 14, 2023 Minutes**

A meeting of the Brookings Historic Preservation Commission was held on Thursday, September 14, 2023 in the Brookings City & County Government Center. Members present: Nathaniel Condelli, Janet Gritzner, Janet Merriman, Jon Stauff, Tom Thaden, Paula Carson, Sam Krueger and Kyle Nelson.

Call to Order

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

Approval of Agenda

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

Approval of Minutes

A motion was made by Condelli and seconded by Carson to approve the August 23, 2023 minutes. All present voted aye.

11.1 Review Updates

616 8th Street – an updated window design plan was submitted demonstrating compliance with the additional information requested by the Brookings Historic Preservation at the July 13, 2023 meeting.

A motion was made by Merriman and seconded by Nelson to agree with the findings of the case report. All present voted aye.

809 9th Street – a case report has been requested by SHPO for review by the Brookings Historic Preservation Commission. The applicant will likely present this case report at the October meeting.

723 Harvey Dunn Street – the application for siding replacement was approved by SHPO.

Other Items & Reports.

a. Special Projects Updates:

i. Request of Downtown Tour

Tom hosted a tour of four honors college students on September 12. Condelli spoke with the Honors College coordinator and they were pleased with the downtown tour.

ii. University Residential Historic District Plaques

Nelson stated that the current proposal is to deliver the plaques along with an installation guide letter. Gritzner would like to mail homeowners individually and rental units could pick them up at City Hall. Gritzner is willing to help draft letters.

iii. SDSU Tour Guide Brochures

Thaden stated that the previous quote fell through. Thaden has received additional quotes and recommends proceeding with 500 copies of black and white prints from Clean Slate. The turnaround time for the copies would be 10-12 days.

Condelli asked if we have a digital version. Thaden stated yes but it needs a home.

Thaden would like to consider getting a table at Hobo Day to distribute some of the brochures.

A motion was made by Nelson and seconded by Merriman to proceed with the quote for 500 black and white copies. All present voted aye.

iv. Work Plan Review for 2023/2024 Education Events

Merriman stated that the subcommittee discussed upcoming events such as the Home Show, Homeowners Workshop and a homeowner meeting with SHPO. SHPO is interested in participating in the homeowner's workshop.

v. Mayor's Awards

Miller stated that the nominations are in and the Clerk's office will begin drafting press releases.

vi. Flyers Distribution

Carson continues delivering walking tour flyers.

b. Public Education Subcommittee Updates:

i. Facebook Efforts

Merriman stated that the BHPC page now has 584 followers. 4 posts have been made in the last month.

c. City Connections Subcommittee Updates:

i. Survey of Potential Resources

Gritzner photographed all of the structures in the potential survey area. Gritzner would like to meet with SHPO to review.

d. Mt. Calvary Church

A letter was submitted to the BHPC with concerns regarding the potential expansion project at the church that would include the removal of homes along 8th Avenue for a parking lot. Miller stated that no formal plans have been submitted. Each of the homes mentioned would need to go through an 11.1 Historic Review prior to removal and a separate 11.1 review would be needed for any expansion including a parking lot.

The BHPC discussed the historic significance of the 8th Avenue homes.

Next Scheduled Meeting

- The next meeting will be October 12, 2023.

Meeting adjourned at 7:09 p.m.



Kyle Nelson, Vice Chair



Ryan Miller, City Planner