

**Brookings Historic Preservation Commission**  
**May 14, 2020 Minutes**

A meeting of the Brookings Historic Preservation Commission was held on Thursday, May 14, 2020 in City Hall. Members present: Janet Merriman, Angie Boersma, Matthew Weiss, Tom Thaden, and Janet Gritzner. Present via phone were Jessica Garcia-Fritz, Carrie Kuhl, and Greg Heiberger. Andrew Royer was absent. Also present were Staci Bungard, City Planner, Dusten Hendrickson, owner of 420-422 Main Avenue, and Brad Skyberg, Midwest Glass.

Chairperson Merriman called the meeting to order at 6:00 p.m. A motion was made by Boersma and seconded by Gritzner to approve the agenda. All present voted yes, motion carried.

Motion by Boersma, seconded by Weiss to approve the minutes from February 11, 2020. All present voted yes, motion carried.

Motion by Gritzner, seconded by Boersma to approve the special meeting minutes from February 18, 2020. All present voted aye, motion carried.

Boersma recused herself.

**Discussion and Official Comment on an amended 11.1 Review Case Report for revisions at 420-422 Main Avenue**

Dusten Hendrickson, owner of 420-422 Main Avenue explained that during construction it was discovered things were different than shown on the original plans. He stated it was difficult to find historic photos of the buildings and several changes were made during construction. The plans at 420 Main Avenue showed three (3) windows and a walk-through door. A garage door was installed due to costs and the project being over budget. Hendrickson stated that he would like to install the windows per the "Plans with Materials dated 8/24/2018" as approved on March 21, 2019 but is seeking an extension due to the costs.

Merriman stated the buildings are noncontributing and the intent in this case is to complement the historic district.

Garcia-Fritz made a motion to check back with the applicant in one (1) year to verify if the garage door has been changed out to the windows. Gritzner seconded the motion and all presented aye. Motion carried.

Hendrickson stated the alcove was removed at 422 Main Avenue and the main entrance was moved flush with the sidewalk. Brad Skyberg, Midwest Glass, commented that ADA requirements were not met when the door was recessed as shown on the plans. A rear accessible entrance would not work because it would require a very large ramp. Bungard stated the City Council would need to approve the design as the door will swing into the right-of-way and the owner has been working with the Engineering Department on this issue.

Weiss made a motion to approve the doors as constructed flush with the sidewalk to meet ADA requirements. Gritzner seconded the motion and all present voted aye. Motion carried.

The commission stated the knee wall under the windows at 422 Main Avenue should mimic the original store front as shown on the plans. The applicant will work with staff on the material for the knee wall.

Boersma joined the commission.

### **Updates on 11.1 Reviews**

Bungard provided an overview of projects that were recently approved by the State Historic Preservation Office (SHPO) including:

825 6<sup>th</sup> Avenue – window replacements  
721 Medary Avenue – window replacement  
804 6<sup>th</sup> Avenue – modify rear entrance  
905 6<sup>th</sup> Avenue – construct front porch  
711 5<sup>th</sup> Avenue – modify roof on rear addition and add sliding door & deck  
928 8<sup>th</sup> Avenue – eliminate several windows

### **BHPC Liaisons**

Kuhl reported that Matthew Weiss volunteered to fill the position on the Downtown Committee Design Review. Kuhl commented the Public Arts Commission is looking for artists for the Bob Sheldon project. The Public Arts Commission has selected an artist for work in the City-County Government Center.

### **Events/Subcommittee Discussion/Project Updates**

Thaden has not been able to complete the article for Preservation Month as the library has been closed. The Commission agreed to ask the Brookings Register to rerun the previous article. Bungard will check on the Mayor's Awards date.

The commission reviewed the 2020 Goals and agreed to start subcommittee work. The Subcommittees are as follows:

Special Projects – Thaden, Merriman  
Public Relations – Boersma, Gritzner, Thaden  
Public Education – Garcia-Fritz, Weiss, Heiberger

Heiberger left the meeting.

### **Executive Committee/Staff Updates**

Bungard provided an update on the staff report and stated that Phase I of the Preservation Plan has been completed.

### **Conflict of Interest Training**

Bungard provided an overview of the conflict of interest training.

### **Calendar**

- July 22-26, 2020 – NAPC Forum in Tacoma, WA – cancelled but will hold online in summer 2020

### **Future Meeting Schedule & Time**

- Next meeting is tentatively scheduled for June 11, 2020 at 6:00 p.m.

Motion by Boersma, seconded by Garcia Fritz to adjourn the meeting at 7:20 p.m.

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Janet Merriman, Chairperson

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Staci Bungard, City Planner