

**Brookings Historic Preservation Commission  
February 18, 2020 Minutes**

A meeting of the Brookings Historic Preservation Commission was held on Tuesday, February 18, in City Hall. Members present: Janet Merriman, Jessica Garcia-Fritz, Angie Boersma, Matthew Weiss, Tom Thaden, Carrie Kuhl, Andrew Royer, and Janet Gritzner. Matt Jones, owner's representative, and Mike Struck, Community Development Director were also present. Greg Heiberger was absent.

Chairperson Merriman called the meeting to order at 5:33 p.m. A motion was made by Boersma and seconded by Garcia-Fritz to approve the agenda with the addition of 3B - Volunteer to Sit on Downtown Design Review Board. All present voted yes, motion carried.

Weiss recused himself from the commission.

**Discussion and Official Comment on an 11.1 Review for improvements at 327 Main Avenue**

Merriman introduced the item and Matthew Weiss, Architect/Applicant, provided information detailing the window options, materials, durability, and their respective costs.

Boersma made a motion to remove the item from the table. The motion was seconded by Kuhl. All voted aye.

A motion was made by Garcia-Fritz, seconded by Boersma to agree with the findings of the case report as the integrity of windows was previously lost and they are not a contributing factor to preserving the integrity of the building.

Weiss joined the commission.

**Volunteer to Sit on Downtown Design Review Board**

Kuhl stated the Downtown Committee is requesting a volunteer from the Brookings Historic Preservation Commission to sit on a design/review committee for a downtown façade loan program.

Motion by Boersma, seconded by Garcia-Fritz to adjourn the meeting at 5:57 p.m.



Janet Merriman, Chairperson



Mike Struck, Community Development Director