

Brookings Historic Preservation Commission
January 14, 2021 Minutes

A meeting of the Brookings Historic Preservation Commission was held on Thursday, January 14, 2021 in City Hall. Members present virtually: Janet Merriman, Angela Boersma, Jessica Garcia-Fritz, Greg Heiberger, and Matthew Weiss. Janet Gritzner and Tom Thaden were absent. Also present from Winter & Company was Nore Winter and Marcia Boyle via virtual meeting, Mike Struck, Community Development Director and Ryan Miller, City Planner via virtual meeting.

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

Motion by Merriman, seconded by Weiss to approve the minutes from December 10, 2020 meeting. All present voted yes, motion carried.

Discussion on Draft Historic Preservation Plan and Implementation Matrix.

Nore Winter and Marcia Boyle, consultants with Winter & Company went over the draft of the Historic Preservation Plan with the Commission and provide guidance on how the plan was written, recommendations for implementation, tools and partners for supporting historic preservation and more. The draft plan was also provided to the State Historic Preservation Office (SHPO) for their review and comment as the plan is partially funded through a grant administered by SHPO.

General comments on the draft plan included:

- Include historic residential pictures on the cover.
- SDSU Construction Management and Architecture Dept./faculty have not been consulted for their availability to provide technical assistance. References to these SDSU programs should be deleted or carefully worded as neither program has been consulted for their availability or interest in providing historic assistance.
- Discussion on Accessory Dwelling Units (ADU's). Struck explained ADU's are allowed in historic districts as a two-family dwelling (i.e. basement apartment, etc.), however, as a stand-alone ADU, current zoning regulations prevent such a use.
- The opportunity to collaborate is abundant with the various strategies identified.

Boyle provided an overview of the Implementation Matrix. The spreadsheet contained numerous goals, policies, and strategies along with a recommended timeline for implementation. The Commission is tasked with identifying who the Leading Supporter would be for each strategy and identifying potential supporting partners.

Nore Winter explained the time frame associated with a Historic Preservation Plan is generally for a period of 10 years with a refresher thereafter.

Discussion on National Park Service Annual Report.

Struck provided a draft of the National Park Service Annual Report. The report is due to the State Historic Preservation Office by January 31st. Discussion ensued and the Commission recommended a few minor changes in wording to address the challenges associated with trying to host public educational events during a pandemic.

Motion by Merriman, seconded by Weiss to approve the National Park Service Report with corrections as noted. All present voted aye.

Review and Approval of 2020 Annual Report.

The BHPC prepares an Annual Report summarizing the activities, events, work, etc. the Commission completed during the year. 2020 presented challenges with hosting educational and promotional events due to the pandemic, however, the progress made on the Historic Preservation Plan will assist in identifying priorities for the future.

Motion by Boersma, seconded by Merriman to approve 2020 Annual Report. All present voted aye.

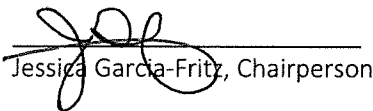
Public Arts Commission Representative.

The BHPC has had a representative on the Public Arts Commission as many of the potential projects have the ability to impact or encroach upon historic properties. The BHPC seat on the Public Arts Commission is currently vacant and seeking a member to fill the seat. Merriman expressed interest but needs more information on meeting dates, etc. Struck will follow up with Public Arts Commission.

Future Meeting Schedule & Time

- Next meeting is scheduled for February 11, 2021 at 6:00 p.m.

Motion by Merriman, seconded by Heiberger to adjourn at 7:45 p.m.



Jessica Garcia-Fritz, Chairperson



Mike Struck, Community Development Director