

Brookings Historic Preservation Commission
August 11, 2022 Minutes

A meeting of the Brookings Historic Preservation Commission was held on Thursday, August 11, 2022 in the Brookings City & County Government Center. Members present: Janet Merriman, Janet Gritzner, Paula Carson, Nathaniel Condelli and Chair Matt Weiss. Also present was City Planner Ryan Miller.

Weiss called the meeting to order at 6:05 p.m.

Weiss asked to add an item discussing the mesothelioma center. A motion was made by Merriman and seconded by Gritzner to approve the agenda as amended. All present voted aye.

A motion was made by Carson and seconded by Gritzner to approve the July 14, 2022 minutes. All present voted aye.

11.1 Review Updates.

- 902 9th Street – Additional information is still being sought in order to complete the review. Staff has reached out to the applicant to obtain the additional details needed.
- 419 Main Avenue – An application has been submitted to renovate the façade at 419 Main Avenue. The renovation will include replacing façade brick with new brick of similar color as well as remodeling the storefront windows and doorway.

Staff has remained in contact with the State Historic Preservation Office regarding an invitation to SHPO staff to attend an upcoming BHPC meeting. The meeting will hopefully occur in early to mid-autumn.

Upcoming Events.

- Mayor's Awards – the deadline to submit a nomination is August 31 and nominations should be forwarded to Bonnie Foster by September 15. Weiss asked staff to compile a list of projects that have been approved for work through the 11.1 process from mid-2021 to current. A taskforce of Gritzner, Carson and Weiss will meet on September 1 to review potential nominations. Merriman volunteered to read awards at the ceremony.

Other Items & Reports.

- a. Historic District Signs – No update.
- b. Distribution of Homeowners' Packets – No update.
- c. Pioneer Park Bandshell – The Parks Department is considering a plan to expand the stage area of the Pioneer Park Bandshell. The bandshell was approved for restoration and maintenance by SHPO, however, staff would now like to pursue a possible expansion to the stage. The expansion would not really change the appearance of the bandshell, however, BHPC would prefer to set some limits such as a maximum expansion. Ten feet seemed to be reasonable. BHPC would like to see more information when available such as concept drawings.
- d. Sign Ordinance Amendments – The City of Brookings is considering amendments to the sign ordinance that would eliminate electronic message boards from being permitted in the historic districts as well as reduce the sign area and sign height allowed within an additional buffer from historic districts. Merriman asked if this is an opportunity to discuss the definition of environs.

A motion was made by Merriman and seconded by Gritzner to support the efforts by the Planning Commission to limit electronic signs within proximity to historic districts. All present voted aye.

e. Special Project Updates:

I. University Residential Historic Plaques

Carson has research some methods for attaching the plaques such as attaching directly to homes or attaching to wood which is then attached to homes. Merriman mentioned that some have been installed on homes in the Central Historic District. The remaining Central Historic District plaques have disappeared. Weiss suggested that the BHPC could be doing the installations and will reach out to Nelson to discuss installation approaches. Carson would like to work on this as well.

II. Flyers Distribution

Staff counted the remaining stock of historic brochures. As of August, 2022, there were approximately 4,800 Central Historic District, 6,200 University Residential District, and 4,300 Commercial Historic District brochures remaining in storage.

III. University Brochure Revisions

No update.

iv. Bob Pengra Models Display

Gritzner and Carson moved the display to City Hall. Gritzner returned the model of the Methodist Church to the church.

v. Chuck Cecil Binders Review

No update.

f. Public Education Subcommittee Updates

i. Facebook Efforts

Merriman mentioned the BHPC page is up to 516 followers.

ii. Intern Job Posting

Merriman and Miller will meet to finalize the request for qualifications.

g. City Connections Subcommittee Updates

i. Survey of Potential Resources from SDSU Geography Department

No update.

ii. Sustainability Committee review of 2004 Downtown Brookings Guidance Document

The sustainability committee will assist BHPC in reviewing the document.

h. Work Plan Taskforce

No update.

i. Mesothelioma Center

Weiss was contacted by an organization asking to link their website to the BHPC's website as a resource for concerns about asbestos in historic structures. Carson mentioned that she could find

non-business related resources, such as medically certified resources. Weiss will forward the request to Carson for review.

Next Scheduled Meeting

- The next meeting will be September 8, 2022.

Motion by Merriman, second by Carson to adjourn at 7:49 p.m.



Matthew Weiss, Chairperson



Ryan Miller, City Planner