

Brookings Historic Preservation Commission

2007 Annual Report

Brookings, South Dakota

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Preface

The Brookings Historic Preservation Commission, formed in 1985, is the official representative for the city of Brookings in the National Park Service's Certified Local Government program. As outlined in program guidelines, each of South Dakota's certified local governments are required to submit an annual report to the State Historical Preservation Center and local government officials.

Anyone interested in further information about the Brookings Historic Preservation Commission or any of its projects may contact:

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This activity has been financed in part with the Federal funds from the National Park Service, U.S. Department of the Interior.

This program receives Federal Financial assistance from the National Park Service. Under Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and South Dakota law SDCL 20-13, the State of South Dakota and U.S. Department of the Interior prohibit discrimination on the basis of race, color, creed, religion, sex, disability, ancestry or national origin. If you believe you have been discriminated against in any program, activity, or facility as described above, or if you desire further information, please write to: South Dakota Division of Human Rights, State Capital, Pierre, SD 57501, or the Office of Equal Opportunity, U.S. Department of the Interior, Washington, D.C. 20240

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Certified Local Government

The National Historic Preservation Act established a nationwide program of financial and technical assistance to preserve historic properties -- buildings, structures, neighborhoods, and other places of importance in the historic and cultural life of the nation. A local government can participate directly in this program when the State Historic Preservation Officer certifies that the local government has established its own historic preservation commission and a program meeting Federal and State standards. A local government that receives such certification is known as a “Certified Local Government” or CLG.

State Historic Preservation Offices began certifying local governments in 1985. The Brookings Historic Preservation Commission became a member of South Dakota's certified local government program in August, 1985. Currently, every State has at least one CLG and the nationwide total exceeds 700. A major incentive of the CLG program is the pool of grant funds State Historic Preservation Offices (SHPOs) set aside to fund local historic preservation projects. CLGs are the only eligible applicants for these funds.”

The Brookings Historic Preservation Commission is committed to promoting the inspiration, pleasure and enrichment of the citizens of Brookings through the identification, documentation, preservation, promotion and development of the city’s historical resources.

The primary activity of the Brookings certified local government is to educate citizens and city officials about historic preservation.

(Source: “Questions and Answers about CLG Grants from SHPOs”, U.S. Dept. of the Interior, NPS Cultural Resources)

Eligible Projects

Historic Preservation Fund grants to Certified Local Governments have funded a wide variety of local historic preservation projects. Projects eligible for funding and the criteria used to select them are developed yearly by each SHPO. CLG project types that have been funded include the following:

- * Architectural, historical, archeological surveys, and oral histories;
- * preparation of nominations to the National Register of Historic Places;
- * research and development of historic context information;
- * staff work for historic preservation commissions, including designation of properties under local landmarks ordinances;
- * writing or amending preservation ordinances;
- * preparation of preservation plans;
- * public information and education activities;
- * development and publication of design guidelines;
- * publication of historic sites inventories;
- * preparation of zoning studies;
- * development of slide/tape shows, videotapes;
- * development and publication of walking/driving tours;
- * training for commission members and staff;
- * development of architectural drawings and specifications;
- * preparation of facade studies or condition assessments; and
- * rehabilitation and restoration of properties individually listed in the National Register of Historic Places or contributing to a National Register historic district.

(Source: "Questions and Answers about CLG Grants from SHPOs", U.S. Dept. of the Interior, NPS Cultural Resources)

Funding

Funding for grants to Certified Local Governments comes from the Historic Preservation Fund (HPF), a Federal grants program appropriated by the U.S. Congress and administered by the National Park Service (NPS), which provides financial support to State Historic Preservation Offices (SHPOs) and the National Trust for Historic Preservation.

Under the provisions of the National Historic Preservation Act of 1966, as amended, SHPOs are required to award at least 10% of their annual HPF monies to CLGs in their State. As a certified local government, Brookings is eligible to compete with other local governments for a portion of the state's preservation fund share on a matching basis. These funds are designed to supplement city programs, not sustain them.

Brookings CLG Bylaws

ARTICLE I: Constitution

Provisions for establishment of the Brookings Historic Preservation Commission are provided in Resolution 29-85 as adopted by the Brookings City Commission on July 2, 1985 and by Ordinance 5-89 as incorporated under the laws of the State of South Dakota. Amendments to Ordinance 5-89 were adopted by the City Council with the passage of Ordinance No. 30-99 and Ordinance No. 09-03.

ARTICLE II: Membership and Appointment

Section 1: Commission shall consist of not less than seven members nor more than 10 who shall be appointed by the City Council.

Section 2: A minimum of one of the members is to be a professional from the disciplines of paleontology, history, architecture, archeology, urban planning, or law as described in CLG requirements and state law.

Section 3: All members shall reside within the City and shall serve three (3) year terms. Each member shall be eligible for re-appointment.

Section 4: Any vacancy in the membership of the Commission shall be filled for the unexpired term in the same manner as for appointment

Section 5: In the event that a member has five consecutive unexcused absences, the member's position on the commission will be reviewed by the Mayor.

Section 6: Members of the Commission may be removed for cause following procedures established in the City Code of Ethics.

ARTICLE III: Meetings

Section 1: The Commission shall schedule at least 12 meetings a year. Meetings may be at such times and places as may be determined by the Commission. The chair of the commission may cancel or postpone a meeting.

Section 2: A majority of the current members shall constitute a quorum for transacting the official business of the commission.

Section 3: All meetings of the Commission shall be open to the public.

Section 4: "Roberts Rules of Order" shall be the procedural manual used for the conduct of business at official meetings.

ARTICLE IV: Officers

Section 1: The Commission shall elect a chair and a vice-chair from its members.

Section 2: Officers shall be elected for one-year terms. They may be re-elected.

ARTICLE V: Authority

The actions and authority of the Brookings Historic Preservation Commission shall be as stipulated in State Law 1-19B.

ARTICLE VI: Purpose

Section 1: Brookings shall enforce SDCL 1-19B in order to protect our historic and prehistoric sites through our Historic Preservation Commission.

Section 2: Brookings shall conduct inventories of our historic and/or prehistoric properties using the State's survey methods and in accordance with the comprehensive historic site management plans of South Dakota.

Section 3: The Commission's major goal is to inform, educate and involve the general citizens of Brookings in historic preservation matters including the participation in local, state and national recognition of historic and prehistoric sites. Toward this goal, we will hold an historic preservation workshop for the general public yearly and members shall annually attend at least one statewide Certified Local Government workshop as required by the State.

Section 4: To assure public participation and standardization, we adopt the *Guidelines for Historic Preservation Commissions in South Dakota, Secretary of Interior Standards for Historic Preservation Projects*, the criteria for listing on the National Register of Historic Places and other

such standards and guidelines employed in Historic Preservation Commission work in South Dakota.

ARTICLE VII: Amendment

These bylaws may be amended or new bylaws adopted at any regular or special meeting of the Historic Preservation Commission provided members receive written notice of the proposed changes prior to the meeting.

Amended January 7, 1999
Adopted December 3, 2003

Brookings CLG Members

As outlined in certified local government requirements, two of the members are to be professionals from the disciplines of history, architectural history, architecture, archeology, planning, urban planning, American studies, American civilization, cultural geography, or cultural anthropology. At least three of the total membership must be non-professional members who represent a demonstrated interest, experience, or knowledge in historic preservation.

<u>Appointed</u>	<u>Member</u>	<u>Term Ends</u>
5/2003	Stephen Van Buren Archivist	1/2005 1/2005-1/2008 **
1/2002	Carrie Van Buren Historic Property Owner/Museum Curator	1/2005 1/2005-1/2008 **
4/2005	R. Wayne Hexem Historic Property Owner/Retired	1/2008*
6/2007	Joanita Kant Graduate Student/ Author	1/01/2009 **
1/2006	Alice Pittman Consultant	1/2009
2/2006	Jerry McCollough Historic Property Owner/Retired	1/2009
1/2004	Mary McClure Bibby Historic Property Owner/Retired	1/2007 1/2007-2010

Shari Thornes, Brookings City Clerk

* Completed unexpired term

** off commission / resigned



Programs & Services

Completed & Ongoing

Mandate: In 1989, the city of Brookings adopted a historic preservation ordinance, Ordinance 5-89, which established the Commission's purpose to allow the city to engage in a comprehensive program of historic preservation to promote the inspiration, pleasure and enrichment of the citizens of Brookings through the identification, documentation, preservation, promotion and development of the city's historic resources. Ordinance No. 09-03 amending the original ordinance was adopted by the City Council on April 22, 2003.

Purpose/Mission Statement

The Brookings Historic Preservation Commission is committed to promoting the inspiration, pleasure and enrichment of the citizens of Brookings through the identification, documentation, preservation, promotion and development of the city's historical resources.

Pursuant to SDCL 1-19B, the BHPC may exercise the following powers, duties and responsibilities in addition to the powers, duties and responsibilities stated elsewhere in this ordinance:

- (1) To preserve, promote and develop the historical resources of the City;
- (2) To conduct a survey of local historic properties complying with all applicable standards and criteria of the statewide survey undertaken by the Office of History of the South Dakota Department of Tourism;
- (3) To participate in the conduct of land use, urban renewal, and other planning processes undertaken by the city;
- (4) To acquire fee and lesser interests in historic properties including adjacent to or associated lands by purchase, bequest or donation, with consent of the City Council. All lands, buildings, structures, sites, areas, or objects acquired by funds appropriated by the city shall be acquired in the name of the city unless otherwise provided by the City Council. These properties may be maintained by or under the supervision and control

of the city. If acquired by funds other than those appropriated by the city, the lands, buildings or structures may be held in the name of the BHPC, the city or both;

- (5) To preserve, restore, maintain, and operate historic properties which are under the ownership or control of the BHPC the city or both;
- (6) To acquire, with the consent of the City Council, by purchase, donation, or condemnation, historic easements in any area within the city provided that the city determines that the acquisition will be in the public interest. For the purpose of this section, "historic easement" means any easement, restriction, covenant or condition running with the land, designated to preserve, maintain or enhance all or part of the existing state of places of historical, architectural, archaeological or cultural significance;
- (7) To lease, sell and otherwise transfer or dispose of, with the consent of the City Council, historical properties subject to rights of public access and other covenants that will preserve the historical qualities of such properties and in a manner that will preserve the properties within the city;
- (8) To promote and conduct an educational and interpretive program on historic properties within the city;
- (9) To recommend ordinances and otherwise provide information for the purpose of historic preservation to the City Council;
- (10) To recommend to the Board of Appeals exemptions from the currently adopted Building Code or other building-related regulations pertaining to exterior features of historic property;
- (11) To contract with the state or the federal government, or any agency of either government, and to contract with other organizations and individuals;
- (12) To cooperate with the federal, state and other local governments in the pursuance of the objectives of historic preservation;
- (13) To investigate and report on the historical, architectural, archaeological, or cultural significance of a property under consideration for local designation by the City Council;

- (14) To adopt written guidelines based on the Secretary of the Interior's Standards for Rehabilitation in order to assist owners who are making exterior changes to their historic properties;
- (15) To negotiate with owners of historic properties and other interested persons when the designated property may be demolished, materially altered, remodeled or relocated;
- (16) To assist the Local Historic District Study Committee when it investigates and reports to the City Council on proposed local historic districts; and
- (17) To attend informational and educational programs covering the duties of the BHPC and current developments in historic preservation.

Programs and Services

In August 1985, the Brookings Historic Preservation Commission became a member of the Certified Local Government program, a local, state and federal partnership. The primary goal of the Certified Local Government Program, administered by the National Park Service, is to integrate local government and historic preservation. This national initiative provides valuable technical assistance and small grants to local governments. Local, state and federal law support Brookings Historic Preservation Commission activities.

To remain a Certified Local Government, the BHPC must comply with various performance measurements that include:

1. Documentation of volunteer hours contributed;
2. An ongoing survey of historic resources;
3. Enforcement of state and local preservation legislation;
4. Submission of status and completion reports on all projects;
5. Written requests for variations to funded projects;
6. The creation and implementation of a preservation plan;
7. Submission of an annual report;
8. Holding a public workshop;
9. Conducting a public education activity; and
10. Annual attendance at a state sponsored preservation workshop.

In addition, the Commission must maintain at least two professional members from the disciplines of history, architectural history, architecture, archeology, planning, urban planning, American studies, American civilization, cultural geography or cultural anthropology.

Promotion and Public Education:

When local citizens and organizations are kept abreast of local preservation issues and opportunities, as well as state and national program availability, the community at large will benefit through revitalized neighborhoods and a proactive approach to long-term community preservation. Additionally, a community which has attractive, well-maintained and diverse historic properties is a likely candidate for increased heritage tourism dollars.

While some activities are targeted to residents and owners within specific Historic Districts, others are presented to the entire community. By means of radio programs, newspaper articles, community presentations and walking tours, the preservation message is often disseminated beyond city borders.

Public Education & Protection of Historic Resources

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Preserve America. The BHPC received a grant to develop a comprehensive plan and strategies that enhance economic opportunities while preserving the character that makes Brookings unique. The Commission hosted a stakeholders meeting on April 19, 2007 to discuss partnership development, economic and community development strategies, a marketing theme and message, marketing strategies, tourism marketing training, promotional materials, and destination business planning. Progress reports were sent to the National Park Service. The Commission also requested a one year time extension and the ability to make changes to the match allocations. There is also interest in coordinating with the State on a combined project.

Historic Districts and Properties

Brookings Commercial Historic District

Downtown Brookings Incorporated. Alice Pittman, BHPC member, served as the Commission representative on the Board in 2007.

Downtown Streetscape Project. City officials have been working on the Downtown Streetscape Project plans for several years. In 2004, the City solicited Request for Proposals for an update to the Downtown Streetscape Master Plan. The Streetscape Design Committee selected Designworks, Inc. (Randy Fisher, Landscape Architect) of Rapid City who partnered with Civil Design, Inc. (Carey Bretsch, Professional Civil Engineer) of Brookings. The master plan was updated for Main Avenue from 6th Street to Front Street, as well as provided improvement concepts for the area bounded by 6th Street and 3rd Street, and 3rd Avenue to 5th Avenue.

The main concept of the project is to allow for an inviting walking atmosphere and provide for a destination for people. The design of Main Avenue will provide a street the same width as there is currently. However, there will be a “bump out node” at each intersection. These “nodes” will allow for attractive landscaping features, as well as shortening the crosswalk distance for people crossing Main Avenue. One other important change will be installation of stop signs at 4th Street & Main Avenue and 5th Street & Main Avenue. This will also provide for traffic calming with a cost savings over the price of signals. Statistically, stop sign intersections are safer than signalized intersections.

The plan also includes the replacement of the downtown’s water and sewer mains and services. Brookings Municipal Utilities indicated that they would replace the water and sewer mains if the street portion of Main Avenue was removed during the construction process. During 2007, a donation was offered to the City of Brookings to fund the replacement of the street, which provided the opportunity to replace the underground utilities. This offered the protection of the streetscape improvements to minimize the chance of a potential water or sewer repair to damage the streetscape improvements.

Other improvements in the streetscape project will be new trees. The current trees are large and will be replaced with a more appropriate tree for this location. The downtown streetscape project also includes new sidewalk, which may be a combination

of gray and colored concrete with the possibility of pavers or stamped concrete. Other amenities for the streetscape project include new period street lights, benches and landscaping features.

SHPO staff and BHPC members and staff have been involved in design of this project and an I.I.I review was completed.

The Brookings City Council recently voted to proceed with the Downtown Streetscape Project, which will get underway in May 2008 to be completed late fall 2008.

Central Residential Historic District

Central Children's Museum Project. Plans are underway to transform the former Central Elementary School into a Children's Museum and Science Center. BHPC and SHPO staff met with the building owner and architect to review the proposed project.

Brookings County Courthouse. The Brookings County Commission conducted a space needs study and explored expansion options to include purchase of the 1921 building, building an addition on the courthouse, building a stand alone structure on the courthouse green, or purchasing a nearby commercial building.

South Dakota State University. Jerry McCollough, BHPC Chairman, was invited to participate on the SDSU Master Planning Committee to update the campus master plan. In those meetings, SDSU officials emphasized the importance of the campus history and adjacent historic neighborhoods.

Preservation Week Activities. National Historic Preservation Week was May 6-12, 2007. During that week the Brookings Historic Preservation Commission recognized property owners with the Mayor's Awards for Historic Preservation at the May 8th Council Meeting and a newsletter was included in issues of the Brookings Register.

Doors Open Workshop. The BHPC sponsored a historic landscape design workshop at the annual DBI Door's Open event on April 27th.

Annual Mayor's Awards for Historic Preservation. The Mayor's Awards program began in 1986, to acknowledge property owners who save and maintain historical properties within the City of Brookings. During Preservation Week or Month each year, the Brookings Historic Preservation Commission in cooperation with the Mayor's Office, recognizes work which enhances properties at least 50 years of age. The following four winners were recognized in 2007:



Cottonwood Coffee, 509 Main Avenue, received a Mayor's Award for Historic Preservation in the category of "Commercial Interior Restoration."

The present café occupies a portion of the Johnson Buick Garage, built in 1914 (the other half of the original building houses Harry Mansheim's State Farm office). A garage until 1931, the space has had many uses, including a stint as a skating rink (1931-

1933), beauty shop (1957-1966), Geyerman's Women's Wear (1956-1980), and Easter Seals thrift store.

Starting with a rectangle of space hemmed in by a suspended ceiling, fluorescent lighting, paneled walls, and grey indoor/outdoor carpeting, owners Jacob Limmer and Sarah Trone have created a warm and bright café that artfully blends original and salvaged historic materials.

Early on in the 4+ month-long renovation, Limmer and Trone removed the suspended ceiling, exposing the original 13' high tin ceiling, and lofting their space by an additional 4 feet. The ceiling was then cleaned and painted black.

The carpeting, underlying vinyl tiles and black mastic were also removed and replaced with what Limmer and Trone call "the floor that nearly killed us" – a salvaged tongue and groove maple floor acquired from Architectural Elements in Sioux Falls. The grooves of the 112-year old ballroom floor were painstakingly cleaned by chiseling out debris with screwdrivers (a monumental task when dealing with over 2 linear miles of flooring!). The floor was then installed and leveled and prepared for refinishing with 30 consecutive hours of drum sanding. Stain and topcoat finished off the job. Visitors can appreciate the floor's history just inside the front door – near the edge of the stage, a piece of flooring was installed upside-down to showcase the mill stamp: 'Wilce & Co No 15 Pat Jan 1 1895.'

The south wall retains much of its original fabric, with the original plaster and tin cornice retained.

New interior walls were added to house a kitchen and bathrooms; new lighting, plumbing, and some electric work were also undertaken. White beaded wainscoting, a cheery coat of yellow paint, and red highlights on the new walls completed the bones of the interior. New front windows and a door were also installed.

Furnishings are a blend of old and new. The rounded counter was once a fixture of Brookings' Cole's Department Store, while the pastry case hailed from SDSU, possibly from the Pharmacy School. Creating most of the new themselves, Limmer, Trone and their crew built booths, cast concrete countertops, resurfaced vinyl tables with concrete, and reupholstered chairs.

Future plans include further renovation for a conference room and artist studios in space to the rear of the café. Limmer and Trone also hope to restore the façade of the building in 2008.

Rick and Joanie Holm are the recipients of an award for Overall Restoration of the home located at 725 5th St. The Holms purchased the home in early 2006 with the intent of total renovation. Their goal was to restore the home for the sake of saving a great house and to maintain the integrity of the neighborhood. Contractor Doug Vaughn was hired to do the work which began in late spring of 2006. They lifted the house and put in a full basement and did only cosmetic work on the main floor and second floor. All of the interior walls remain intact, with the exception of the removal of 2 porches that had been added to the home. They have since started landscaping which will progress over the next few years.



This home was originally owned by John and Caroline Nelson. The Nelson's arrived in Brookings in 1888. John Nelson served as the Brookings County Auditor. The house was built in 1895. It is an eclectic style, meaning it has irregular features or combines several distinguishing features of other architectural styles. The gable is faced with octagonal shingles

and the second floor central section contains eight awning windows. There was originally a double wrap around porch that at some point in time was enclosed and newer windows added.

This home was officially listed on the National Register of Historic Places on April 4, 2007. Congratulations to Rick and Joanie Holm for their insightfulness and hard work in restoring this great home.



Jeff and Stacey Wessels designed and constructed a garage sympathetic to the Queen Anne style of the George and Eva Wright House built in 1900 at 705 Fourth Street. Particular attention was given to matching the cedar siding, roof lines, fenestration, and gable trim. Jeff also crafted the gable trim. Jeff, Stacey and daughters Amanda and Cassie have resided in their home since 1995.

Receiving the Mayor's Award for outstanding New Residential Addition to an historic home are Tom and Jeanne Manzer. Their beautiful Victorian home at 929 Fourth Street was built in 1900 by George P. Sexauer and is listed on the National Register of Historic Places. The back entrance was always a problem for the Manzers. The deck they added after acquiring the home in the late 1980s was never fully utilized. When they decided to transform the deck into an 18' x 20' enclosed porch, they were conscious of maintaining the historic character of the house. With Tom and master craftsman Doug Vaughn collaborating on the design, they carefully recreated copies of the roof peaks of the main house. The result is an authentic match that perfectly blends with the original structure. Taking almost a year to complete, Jeanne says, "What started out as a porch is now a sunroom." Its interior echoes the main house as well with woodwork cut and finished by Mike Wengler to repeat the original patterns.



Sign Ordinance. The City Council was contacted by local citizens in requesting a moratorium be placed on animated signs until the issue could be studied by the Planning Commission. The key issue was the appropriateness of digital animated signs in historic residential neighborhoods and historic commercial district. What triggered this request was a sign permit request made by First Lutheran Church located at the intersection of Main Avenue and 8th Street to place an animated digital sign in the yard.

BHPC involvement in the issue in 2006 and 2007:

- The BHPC took an official position on the issue and provided that statement to the City Council, City Planning Commission and other key officials.
- Met with affected parties of the First Lutheran sign issue.
- Attended City Council meetings at which this issue was discussed.
- Attended Planning Commission meetings at which the issue was discussed.
- Actively sought representation on the sign subcommittee.
- Designated BHPC member Jerry McCollough to serve on the Planning Commission Sign Subcommittee to study the issue.
- Researched how other cities handle this issue.
- Provided review and comment on Planning Commission and staff ordinance proposals.

DATE: December 17, 2007
TO: Brookings Planning Commission
CC: City Manager
Downtown Brookings, Inc.
State Historic Preservation Office
FROM: Brookings Historic Preservation Commission
RE: Proposed Overlay District / Animated Signs

The Brookings Historic Preservation Commission has reviewed and discussed the proposal presented to the Planning Commission as an alternative to Dick Peterson's proposal, endorsed by both DBI and BHPC, and has the following comments:

- A. Since the proposed overlay district recommends the prohibition of animated signs in the Historic Downtown, rather than classify them as a Conditional Use the simplest solution would be to prohibit animated signs in the National Register of Historic Places Brookings Commercial Historic District.
- B. The proposed overlay zoning district is an alternative to requiring a public hearing for animated signs in the Historic Downtown. The Planning Commission's objection to a hearing seems to be both the "time delay" for sign approval, and the argument that the law does not allow a hearing requirement for an "accessory use." However, the BHPC believes this proposal of an

overlay district will not lessen a time delay, but instead could make it even longer. The BHPC is concerned about time delays and feels this process must be researched and streamlined for the business owners.

- C. The proposed overlay zoning district presented by the Planning staff includes Historic Design Criteria which require subjective judgment in their enforcement relating to "compatibility" and "appropriateness." The proposal eliminates animated signs in the Historic Downtown, therefore avoiding the concerns in (B) above; however, it adds the necessity for (1) a time delay in sign approval for all other signs because, (2) some appropriate body other than a staff enforcement official is needed to make the subjective judgments regarding "compatibility" and "appropriateness".
- D. Downtown Brookings, Inc.'s (DBI) evaluation of the proposal suggests a number of good amendments to the proposal; however, their suggestion relating to the "compatibility" and "appropriateness" issue is to reference the "Design and Maintenance Guidelines" prepared for the downtown.
- E. The "Design and Maintenance Guidelines" state on p. 3, "..(this) is intended to be used as a voluntary, rather than a mandatory, document." Also, "The guidelines cannot be written in the complexity and foresight required to cover all situations that are likely to be experienced in the BCHD." **These indicate that some proper body will be needed to make the subjective judgments regarding specific sign proposals.**
- F. If, in removing animated signs from permission in the Historic Downtown, the overlay district makes it necessary to review all other signs in the downtown for "compatibility" and "appropriateness," then the "Design and Maintenance Guidelines" may be used for guidance but not for specific enforcement without some subjective review.
- G. The BHPC understands that overlay zones can be a tool for community development and the preservation of historic resources. However, there has not been adequate time to provide the appropriate analysis for the scope of impact that this proposed overlay zone is likely to have on our downtown.

The following motion was unanimously passed by the BHPC at its December 14, 2007 special meeting, along with the above supporting comments:

“The Brookings Historic Preservation Commission has reviewed the provisions of the overlay district proposed by the city planning staff to address the animated sign issue, as well as the suggested amendments proposed by DBI.

The BHPC restates that since the proposed overlay district recommends the prohibition of animated signs in the Historic Downtown, rather than classify them as a Conditional Use the simplest solution

would be to prohibit animated signs in the National Register of Historic Places Brookings Commercial Historic District.

The BHPC concurs with the suggested amendments proposed by DBI; however, since there is a requirement for evaluating such subjective judgments as 'compatibility' and 'appropriateness,' it is felt that there is the necessity for the establishment of some evaluative body to review the sign requests in the Brookings Commercial Historic District.

To that end, the BHPC recommends that a design review committee be established with membership from the disciplines as listed in the National Preservation Act Amendment of 1980 to make such evaluations. The BHPC suggests that the appropriate body would be the Downtown Brookings Inc. Design Review Committee.”

Website – The Commission created a new site on the city’s website – www.cityofbrookings.org that included more information on the Commission, common questions, grants & tax incentives, preservation links, news and publications, programs, preservation laws, and walking tours.

Historic Porches Tour. Participants of the 2007 University Week for Women were invited to participate in a porches tour of Brookings area historic homes. Commission Chairman Jerry McCollough led the full class on an tour of an eclectic variety of fine period home porches including vernacular, Mediterranean, Colonial, Federal, Italianate, Queen Anne, and Victorian styles. The tour concluded at the home of Martin and Gloria Kloster for refreshments in their garden.

Most Endangered Properties Program.

The BHPC developed a draft outline for a "Endangered Places List" for Brookings. The List would be similar to that of the National Trust's "America's 11 Most Endangered Historic Places" list. The list would serve as a public



education tool to let people know what is endangered. Learning more about the city's and SDSU's future plans may be helpful in identifying historic resources that could be impacted.

2007 Preservation Losses & Victories:

- **LOSS - “The Boever House”** Sadly, the city of Brookings lost an anchor property in its Central Residential Historic District (pictured above). Fondly known by most as “Red House,” this 1900s Victorian was located on the south west corner of Sixth Street and Seventh Avenue. The home was acquired by the First United Methodist Church of Brookings for the purpose of expanding their campus. Attempts to persuade Church leaders to include the house into their design failed. The home was purchased at auction and moved north of Brookings.

- **LOSS: “The Beal Home” – 1302 6th Street.** The William H. and Elizabeth Beal House was individually listed on the National Register on June 9, 1992. However, in recent years the home had fallen in great disrepair. It was purchased in 2007 by an individual interested in renovating the home for resale; however, after extensive research and consultation with state and local officials, it was determined that the house is beyond repair. It was removed from the site in fall 2007.

- **WIN – 624 3rd Street –** This 1889 Victorian located across the street south of the Brookings County Courthouse was purchased by the Community Development Corporation for renovation purposes. This property had previously been identified as threatened due to its proximity to the county.

Boardinghouses

In 2006 the BHPC took the following position on boardinghouse designations;

“A core responsibility of the Brookings Historic Preservation Commission is the preservation of the City’s historic resources. Included in those resources are two residential historic Districts: “*The Brookings University Residential Historic District*” and “*The Brookings Central Residential Historic District.*” These two neighborhoods comprise 27 square city blocks and are both listed on the National Register of Historic Places.

The Commission is concerned about the potential negative impact from boardinghouses on these residential areas. On March 2, 2006, the Brookings Historic Preservation Commission unanimously voted to make the following official statement: “*The Brookings Historic Preservation Commission recommends no further boardinghouse permits be approved in the historic districts in order to maintain the present character of the districts.*”

Summary of recent requests:

- Sept. 11th - 1209 2nd Street Request – The City Council overturned the planning commission and voted down the request in a 5/2 vote.
- Sept. 11th - REFERRED TO PLANNING COMMISSION. At that same meeting the City Council made an additional motion to refer the issue of Impact of Boardinghouses in general to the Planning Commission and to further instructed them to evaluate all permitted uses within all residential zones. The Planning Commission has not discussed this issue yet.
- October 11th - 1010 1st Street Request – The City Council turned down the request in a 4/3 vote.
- The City Council overturned a boarding house request which was approved by the Planning Commission in a 6/1 vote. Council members presented their positions and they asked staff to draft an ordinance to eliminate boardinghouses. Any existing designations would continue as “non-conforming uses.”

Technical Assistance

Staff and State and National preservation office personnel are primarily responsible for answering property owner tax project and eligibility questions, as well as conducting site visits at the request of the property owners. When state or national preservation office staff are in Brookings, as many site visits and consultations as possible are scheduled, to maximize benefits from the visit. Commissioners accompany the site visits, as observers and for their education, but do not offer tax project advice. Commissioners provide grant writing and application assistance, deliver Welcome Packets, and prepare and present briefings to the City Manager, elected officials, and other city officials.

The technical assistance services provided directly benefit local property owners by answering their preservation-related questions, providing alternative options if applicable, and affording them free, ongoing expert advice. Informed property owners are more likely to use all of their options in maintaining their own historic properties, frequently purchase and rehabilitate additional historic properties, and often let other historic property owners know of the services available, continuing the preservation cycle. In 2007, the following technical assistance services are provided:

- ❑ Served on the Brookings Downtown, Inc. Board of Directors (Commission)
- ❑ Researched possible funding sources (Commission/Staff)
- ❑ Assisted property owners on local, state and federal benefits (Staff)
- ❑ Facilitated and accompanied site visits with state and national preservation personnel and property owners to answer technical assistance questions (Staff)
- ❑ Facilitated securing preservation consultants for community projects (Commission/Staff)
- ❑ Prepared and delivered Welcome Packets for new owners of historic properties (prepared by Staff and delivered by Commission)
- ❑ Responded to realtor inquiries regarding tax benefits (Staff)
- ❑ Provided materials and informational briefings to City Manager and other city officials (Commission/Staff)

Continuing Education

A. State and National Conferences

National Trust for Historic Preservation Conference

- Location: St. Paul, MN
- Date: October 2-6, 2007
- Attending: Jerry McCollough & Shari Thornes
- Written reports included in National Park Service Report

B. Ongoing professional and technical training through materials, video, etc.

C. Membership to preservation organization

- State Historical Society
- Preservation South Dakota
- National Trust for Historic Preservation
- National Main Street organization
- National Alliance of Preservation Commissions
- Preservation Law Forum

Historic Resources: Recordation and Preservation

This program consists of photographic, written and computerized recordation of historic sites and properties, primarily by commission members with assistance from volunteer community members and city staff. Larger documentation projects may also involve professional consultants. As a long-term benefit, this program provides a permanent record of our community's resources for future generations. It also assists in research projects and future restoration projects. Former and current community residents and/or their relatives, future residents and generations, state and national archives, state and local elected officials, community leaders and organizations, and city officials all are served by this program.

A. National Register of Historic Places LISTINGS:

- **Pioneer Park Bandshell** - It was determined in February 2007 that the Pioneer Park Bandshell was not listed on either the State Register or National Register of Historic Places. The BHPC and City pursued and secured listing on the state and National Register
- **725 Fourth Street** – As a result of an overall restoration project, the State reclassified this as "contributing" in the Central Residential Historic District. The home is owned by Rick and Joanie Holm.

B. SDCL 1-19A-11.1 Review documentation as required by the State Preservation Office on threatened properties:

South Dakota Codified Law 1-19-A-11.1

Preservation of Historic Property – Procedures. “The state or any political subdivision of the state, or any instrumentality thereof, may not undertake any project which will encroach upon, damage or destroy any historic property included in the National Register of Historic Places or the State Register of Historic Places until the Office of History has been given notice and an opportunity to investigate and comment on the proposed project. The office may solicit the advice and recommendations of the board with respect to such project and may direct a public hearing be held thereon. If the office determines that the proposed project will encroach upon, damage or destroy any historic property which is included in the National Register of Historic Places or the State Register of Historic Places or the environs of such property, the project may not proceed until:

- 1) The Governor, in the case of a project of the state or an instrumentality thereof or the governing body of the political subdivision has made a written determination, based upon the consideration of all relevant factors, that there is no feasible and prudent alternative to the proposal and that the program includes all possible planning to minimize harm to the historic property, resulting from such use; and
- 2) Ten day’s notice of the determination has been given, by certified mail, to the office of history. A complete record of factors considered shall be included with such notice.

Any person aggrieved by the determination of the Governor or governing body may appeal the decision pursuant to the provisions of chapter 1-26.

The failure of the office to initiate an investigation of any proposed project within 30 days from the date of receipt of notice thereof is approval of the project.

Any project subject to a federal historic preservation review need not be reviewed pursuant to this section.”

Opinions of the Attorney General

A city government must comply with this section even when its only involvement with the demolition of a private historical structure is the issuance of a demolition permit, Opinion No. 89-41.

Given the absence of other legislative or judicial guidance on this subject, the provisions of this section shall apply to the issuance of a permit by a city affecting a designated historic district, Opinion No. 89-41.

11.1 Reviews in 2007:

Project: Downtown Streetscape Project
NR Status: Commercial Historic District
Address: entire area
Owner: City
Outcome: SHPO staff were invited to participate in all planning processes
Project is scheduled to commence in May 2008

Project: Pioneer Park Bandshell
NR Status: Listed Individually in 2007
Address: Pioneer Park, Sixth Street
Owner: City of Brookings
Outcome: SHPO reviewed project and provided comment on proposed project.
Project on hold.

Project: Removal of House
NR Status: Individually Listed
Address: 1302 Sixth Street
Owner: Brian Gatzke
Outcome: SHPO determined the house was beyond repair

Date: April 2007
Project: Boever house
NR Status: Central Residential Historic District – contributing property
Address: 6th Street & 7th Avenue
Owner: First United Methodist Church
Outcome: (removed) See below

April 12, 2007 Minutes:

Discussion regarding the SDCL 1-19A-11.1 Review Process.

Thornes informed the Commission that there was significant controversy among city officials on April 4th regarding the validity of the 11.1 review process, its applicability to the Boever House, and whether or not a city action/permit would be taken. Thornes provided the Commission with the following email that was sent to Steve Britzman, City Attorney, regarding the removal of a contributing property in the Central Residential Historic District (Boever House).

"An issue came up today regarding the "11.1" review law and the former Boever house on 6th Street & 7th Avenue.

I've attached the City's Historic Preservation Ordinance that outlines BHPC involvement.

- *Note under "Powers & Authorities Section 10-96 (#15) The BHPC has the power to "To negotiate with owners of historic properties and other interested persons when the designated property may be demolished, materially altered, remodeled or relocated."*

- **Section 10-97 – outlines City Staff's responsibility to work & coordinate with the BHPC. Coordination with the Planning Commission, Board of Adjustment, Board of Appeals and City Departments. Comments to be given to State Historic Preservation Office.**

a. The Planning Commission, the Board of Adjustment, the City Building Official and city departments shall, through the City Manager, notify the BHPC of matters pertaining to property on the Local Register, the National Register of Historic Places, and the State Register of Historic Places. The BHPC shall be given this notice about proposed work as soon as the matters pertaining to property on the local, state and national registers are received by the foregoing city officials.

b. The BHPC shall then investigate and prepare its comments on the proposed work. The BHPC's comments shall be considered and adopted at the BHPC regular meeting unless the chair determines that a special meeting shall be called. The BHPC shall promptly submit its comments to the City Manager and to all affected departments so that the comments will be received prior to the time a decision on proposed work is made by the city department.

c. The City Manager shall give timely notice to the BHPC of all projects on which review by the State Historic Preservation Office is required under SDCL 1-19A-11.1, and the BHPC may conduct research and prepare comments on the project.

QUESTION 1: I've attached is SDCL 1-19A-11.1, the internal process to follow 11.1 and the Case Report standards set forth in administrative rule. The issue at hand is if a permit isn't issued for moving this house out of town, then is it reviewable under state law? The City argues that permits are issued for demolition, for moving to another location within city limits, or for moving something into town, but not for moving a house/structure out of city limits.

South Dakota Codified Law 1-19-A-11.1

Preservation of Historic Property – Procedures. “The state or any political subdivision of the state, or any instrumentality thereof, may not undertake any project which will encroach upon, damage or destroy any historic property included in the National Register of Historic Places or the State Register of Historic Places until the Office of History has been given notice and an opportunity to investigate and comment on the proposed project. The office may solicit the advice and recommendations of the board with respect to such project and may direct a public hearing be held thereon. If the office determines that the proposed project will encroach upon, damage or destroy any historic property which is included in the National Register of Historic Places or the State Register of Historic Places or the environs of such property, the project may not proceed until:

- 1) The Governor, in the case of a project of the state or an instrumentality thereof or the governing body of the political subdivision has made a written determination, based upon the consideration of all relevant factors, that there is no feasible and prudent alternative to the proposal and that the program includes all possible planning to minimize harm to the historic property, resulting from such use; and
- 2) Ten day's notice of the determination has been given, by certified mail, to the office of history. A complete record of factors considered shall be included with such notice.

Any person aggrieved by the determination of the Governor or governing body may appeal the decision pursuant to the provisions of chapter 1-26.

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Opinions of the Attorney General

A city government must comply with this section even when its only involvement with the demolition of a private historical structure is the issuance of a demolition permit, Opinion No. 89-41.

Given the absence of other legislative or judicial guidance on this subject, the provisions of this section shall apply to the issuance of a permit by a city affecting a designated historic district, Opinion No. 89-41.

QUESTION 2: If this proves to be the case that the project isn't reviewable because the city doesn't issue a permit, then can a new ordinance be written that requires a permit to remove any structure from an historic district for two purposes: Health & Safety AND the protection of historic resources, which the BHPC is charged with as a power & responsibility under Ord. 09-03? That would clear up the entire confusion surrounding this issue.

Thanks for your consideration of this issue. We'd be happy to meet and discuss it in further detail.

Shari Thornes "

May 3, 2007 Minutes:

Update on I.I.I Review evaluation. A response from the City Attorney on this topic is as follows: "Shari: I have now had an opportunity to review the historic preservation materials along with the House Moving Ordinance Article IV, Chapter 22. I think a house moving permit can be required to move a house out of town under Article IV. There are a number of inferences in the ordinance to a permit when a house is moved, particularly 22-222: No person shall move any building or structure along any street...except as provided in this section. And, 22-223 infers discretion in the issuance or approval by the city engineer "unless it is determined that the structure when loaded, will clear all obstructions along the proposed route of travel." The permit would document the exercise of this discretion regardless of the final location of the house. Finally, Ordinance Sec. 22-253 provides the circumstances where a license to move a house is not needed, and licensing is required to move a building over public property or over property belonging to another person. Accordingly, I believe the intent of the ordinance and the lack of a specific exception would require a permit, thereby triggering an I.I.I review, in my opinion. I would agree that clarification could be obtained specifically for moving historic structures and I am preparing a short draft ordinance for that issue. Steve Britzman"

Review of proposed ordinance regarding house moving permits. The City Attorney has suggested the creation of a new ordinance to clarify this issue. A draft from the City Attorney is enclosed. Dan Hanson, City Planner, submitted proposed revisions to the Attorney's ordinance along with his comments. A motion was made by S. Van Buren, seconded by Bibby, to state that the BHPC recommends the proposed ordinance on house movings not go forward since the current ordinance covers the situation, but needs to be enforced. All present voted yes; motion carried.

Public Education Program

The Brookings Historic Preservation Commission is the city's official representative in the Certified Local Government program of the National Park Service. The primary purpose of the CLG is to inform, educate and involve the general citizens in historic preservation matters. This report outlines the methods in which the Brookings Historic Preservation Commission will meet this requirement.

Public Education

- A. The purpose of the program is to increase the historic preservation awareness, education, and involvement of all Brookings residents.
- B. A current public education program will be outlined in all funding applications of the Historic Preservation Commission.
- C. Each year, the Brookings CLG public education program will include the following:
 - 1) An annual report of the Brookings Historic Preservation Commission.
 - 2) An educational/informative preservation workshop for the general public.
 - 3) A public recognition of the preservation efforts of local citizens with the Mayor's Awards program.
 - 4) Printing and distribution of brochure(s) that describe the historic resources in Brookings.
 - 5) Media information about all activities of the Historic Preservation Commission.
 - 6) Information about the Brookings Historic Preservation Commission and its programs on the City of Brookings website.

Advisory Role

- A. To provide information on the historical significance of local cultural resources to the City Manager, City Council, County Commission, Planning Commission and other city boards and commissions.
- B. To promote the protection of endangered sites to local governmental bodies.
- C. To participate in planning processes of the City.

2007 Outreach Outline

The Brookings Historic Preservation Commission is committed to promoting the inspiration, pleasure and enrichment of the citizens of Brookings through the identification, documentation, preservation, promotion and development of the city's historical resources.

PURPOSE:

To Preserve, Promote and Develop the Historic Resources of the City.

In 1989, the city of Brookings adopted a historic preservation ordinance, Ordinance 5-89, which established the Commission's purpose to allow the city to engage in a comprehensive program of historic preservation to promote the inspiration, pleasure and enrichment of the citizens of Brookings through the identification, documentation, preservation, promotion and development of the city's historic resources. Ordinance No. 09-03 amending the original ordinance was adopted by the City Council on April 22, 2003.

Mission Statement

The Brookings Historic Preservation Commission is committed to promoting the inspiration, pleasure and enrichment of the citizens of Brookings through the identification, documentation, preservation, promotion and development of the city's historic resources.

PROGRAMS AND SERVICES:

I. Historic Resources Recordation and Preservation

- A. National Register of Historic Places listings
 - Consider additional individual properties and districts for designation *
 - Pioneer Park Bandshell (State Register of Historic Places)
 - B. National Register Computer Database
 - Expand as appropriate *
 - C. Case report documentation as required by State on threatened properties
 - D. Photographic recordation
- (* if state funding allocation permits)

This program consists of photographic, written and computerized recordation of historic sites and properties, completed primarily by commission members with assistance from volunteer community members and city staff. Larger documentation projects also involve professional consultants. As a long-term benefit, this program provides a permanent record of our community's resources for future generations. It also assists in research projects and future

restoration projects. Former and current community residents and/or their relatives, future residents and generations, state and national archives, state and local elected officials, community leaders and organizations, and city officials all are served by this program.

The BHPC creates twelve “Picture This” newspaper column pieces (Commission/Staff); develops routes and assists with the script for the annual Preservation Week Walking Tour (Commission/Staff/Community Volunteers); presents preservation-related information at community meetings, hearings and forums (Commission); and develops workshop programs (Commission/Staff).

This program has immediate benefits, as well as long term ramifications. When recordation is complete, accurate and in place, additional research is rarely needed when an inquiry comes in, allowing the Commission and staff to respond in a timely and helpful manner. Likewise, when positive preservation related articles and workshops are offered to the public, the benefits and tools of preservation can be offered in a free, user-friendly format.

2. Historic Resources Promotion, Public Education and Advocacy

A. Promotion of National Register of Historic Districts and Properties

1) Commercial Historic District:

- a) Continue involvement with Downtown Brookings, Inc. (DBI)
 - 1) Maintain voting position on DBI Board of Directors (Commission)
 - 2) Pursue position on DBI Design Committee (Commission/Staff)
 - 3) Maintain National Main Street Program membership
- b) Update and reprint Walking Tour Brochure (Commission/Staff)*

2) University Residential Historic District

- Promote Walking Tour Brochure (Commission/Staff)

3) Central Residential Historic District

4) Sexauer Seed Company Historic District

5) Individually Eligible Properties

- At their request, assist owners of eligible properties in obtaining necessary documentation, and preparing applications (Commission/Staff)

6) Potential Future Designations *

- Update National register nominations for the Central and Commercial Districts (State/Staff/Commission)
- Amend University District boundary to incorporate additional historic resources (State/Staff/Commission)
- Nominate additional properties within existing historic districts as they come of age (Homeowners/Commission/Staff)

- Provide workshops and educational opportunities on methods of restoring eligibility (Commission/Staff)
- 7) Threatened Properties
- If appropriate, nominate properties to the State or Federal “Places in Peril” list (Commission/Staff)
 - Write “Speak Out” Columns (Commission Chair)
 - Participate in public forums (Commission)
 - When requested, provide information on grant possibilities, and assistance with application process (Commission/Staff)
 - Develop and publicize new "Endangered Places List"
- B. Local Register Properties and Districts
- 1) Educate Commission members on Local Register ordinance requirements and process
 - 2) Develop internal procedures to respond to citizen-requested individual and district nominations to the local register
 - 3) Develop materials to educate the public on the Brookings Local Register Program
- C. Community presentations (Commission)
- D. Workshops (one workshop per year is required) (Commission/Staff)*
- April 28, 2007 - Co-sponsoring workshop with Downtown Brookings Inc. during their annual "Door's Open" event at the Park & Recreation Building. Topic of the workshop will be historically accurate gardening for historic homes.
- E. Annual Mayor’s Awards for Historic Preservation (Commission/Mayor’s Office/Staff)
- Presentation scheduled for Tuesday, May 8, 2007 during the City Council meeting. Winners will also be featured in the newsletter.
- F. Preservation Week Activities*
- These activities vary slightly from year to year, depending upon the dates and theme selected by the National Trust, the activities that are fundable through the State Historic Preservation Office, and the availability of Commissioners and staff. Preservation week activities often spread over a full month and can involve the Mayor’s Awards, a guided Walking Tour, Publicity Releases, Radio program participation, Mayoral Proclamation, and Workshops (Commission/Staff).

- G. Walking Tour Brochures *
 - Reprint and update existing brochures as supplies diminish
 - Hosting walking tour as program for University Week for Women on June 14, 2007.
- H. Signage
 - Maintain district street signage
 - Assist with individually listed property plaques as requested (Commission/Staff)
 - Install *Preserve America Community* signage.
- I. Newsletter to historic property owners and the public (Commission/Staff)*
 - Scheduled for week of May 1, 2007 to a circulation of 5,400 in the local newspaper.
- J. Review Preservation Plan on an ongoing basis and report progress to City Manager
- K. Develop BHPC web pages on cityofbrookings.org site (Commission/Staff)
 - The website will be completely redone by summer of 2007.
- L. Heritage Tourism
 - Creation of a Heritage Tourism Plan through Preserve America funding.
 - Expand partnership with Convention and Visitor's Bureau, SDSU, SDSU Foundation, Downtown Brookings, Inc., Swiftel Center, BEDC, and Convention Visitor's Bureau (Commission)
- M. Supplemental Funds Project to be determined when state criteria and priorities are established, generally March 2007 for June 2007 funds awards. (Staff/Commission)*
- N. Welcome Packets (containing historic district information, tax incentives available, newsletter, etc.) for new historic property owners (hand delivered by Commission)
- O. Participation in the conduct of land use, urban renewal and other planning processes undertaken by the city.
 - 1) City Planning Commission Interaction/Involvement
 - Continue to work with City Planning Commission and city officials to develop guidelines for Preservation Commission awareness in matters of zoning, building permits and notification.
 - 2) City Building Officials

- Research options, initiate dialogue, and if appropriate, propose city adoption of a preservation-friendly building code such as the Uniform Code for Building Conservation (UCBC) or “Smart Codes” that include special provisions for rehabilitation of historic buildings.
- 3) SDSU Interaction and Involvement
- Pursue a collaborative, proactive relationship with SDSU to facilitate identification and preservation of SDSU’s historic resources.
(Commission/Staff)
*if state funding allocation permits

We anticipate the program goals will be accomplished as in the past year, with commission members accomplishing such things as: attending community forums, providing educational presentations, participating in broadcasts promoting preservation related activities, writing a monthly ‘Picture This’ column, submitting Speak Out columns on current preservation issues, developing and facilitating an annual Walking Tour, selecting the annual recipients of the Mayor’s Awards for Historic Preservation.

When local citizens and organizations are kept abreast of local preservation issues and opportunities, as well as state and national program availability, the community at large will benefit through revitalized neighborhoods and a proactive approach to long-term community preservation. A community that has attractive, well-maintained, diverse historic properties is a likely candidate for increased heritage tourism dollars.

While some activities are targeted to residents and owners within specific Historic Districts, others are presented to the entire community. An additional benefit occurs with the radio programs newspaper articles, community presentations and walking tours.

The availability of a variety of relevant preservation related programs provides the commissions and staff with the flexibility of multiple approaches when planning for and providing the historic promotional and educational opportunities required fulfilling their local and state preservation obligations.

3. Technical and Funding Resources:

- A. Advise property owners within Brookings city limits on local, state and federal benefits (Staff)
- B. When requested, advise property owners in the Brookings area on local, state and federal benefits and facilitate site visits with state personnel and property owners to answer technical assistance questions. (Staff)

- C. Accompany site visits with state preservation personnel and property owners to answer technical assistance questions. (Staff)
- D. Facilitate securing preservation consultants for community projects. (Commission)
- E. Provide Welcome Packets for new owners of historic properties. (Commission)
- F. Respond to realtor inquiries regarding tax benefits. (Staff)
- G. Disseminate material and provide ongoing updates to City Manager and other city officials. (Commission/Staff)
- H. Work with Downtown Brookings, Inc. Board of Directors. (Commission/Staff)
- I. Research possible funding sources. (Commission)
- J. Continue to pursue the creation of a local revolving loan fund for historic preservation as identified in the 1999 Preservation Plan. Participate in the decision making process of funding applications.

Staff and State Historic Preservation Office personnel are primarily responsible for answering property owner tax project and eligibility questions, as well as conducting site visits at the request of historic property owners. Commissioners deliver Welcome Packets to new property owners, and prepare and present briefings to the City Manager, elected officials, and other city officials.

The technical assistance services directly benefit local property owners by answering their preservation-related questions, providing alternative options if applicable, and affording them ongoing expert advice. Informed property owners are more likely to use all of their options in maintaining their own historic properties, purchase and rehabilitate additional historic properties, and let other historic property owners know of the services available, thus promoting neighborhood stability.

4. Commission Development

- A. Attend mandatory annual state training sessions. (Commission/Staff)
- B. Attend bi-annual National Alliance of Preservation Commissions Conference. (Commission/Staff)*
- C. Participate in new member orientation process. (Commission/Staff)
- D. Seek ongoing professional and technical training through professional publications, preservation related materials, video, etc. (Commission/Staff)
- E. Maintain enrollment as members of preservation organizations * (State Historical Society, Preserve SD, National Trust for Historic Preservation, National Main Street Organization, National Alliance of Preservation Commissions, Preservation Law Forum). Seek ways to share professional journals and other materials with city officials, community attorneys and interested citizens. (Commission)

- F. Conduct training for commission members on amended historic preservation ordinance and the local register process.
 - G. Send one member per year to National Trust sponsored Preservation Leadership Training (PLT Bootcamp).
- *if state funding allocation permits

DEPARTMENTAL GOALS & RELATIONSHIP TO CITY GOALS & VALUES:

City Ordinance 09-03: "...The Brookings Historic Preservation Commission is committed to promoting the inspiration, pleasure and enrichment of the citizens of Brookings through the identification, documentation, preservation, promotion and development of the city's historical resources..."

As a result of a community-based planning process, the Brookings Historic Preservation Plan was developed and subsequently adopted by the Brookings City Council on March 12, 2001. The Plan outlines a proactive means of planning for our community's unique character and a means to protect, promote and develop our historic resources. It describes why preservation is important to Brookings, and identifies those elements of the built and natural environment which merit preservation, promotion and protection. Using the Plan as a proactive planning resource, the Preservation Commission members are able to consistently establish priorities before issues arise, efficiently and logically make use of volunteer time and city funds, expedite decision-making and listen attentively to citizens without speculation about grassroots opinions.

Statement of Goals & Objectives for 2008

Promote the Understanding that Preservation is Progress

GOALS & OBJECTIVES FOR 2008:

- Implement procedures to comply with the amended Brookings historic preservation ordinance.
- Continue to work with City Planning Commission and city officials to develop guidelines for preservation commission awareness in matters of zoning, building permits and timely notification.
- Actively seek participation in any ad hoc or subcommittees established by the local governing body that affect preservation issues or resources.
- Serve as a conduit for state and national preservation entities to provide technical assistance and referral to property owners in the community.
- Continue public awareness campaign through a variety of projects to include newsletters, welcome packets, newspaper features, exhibits, newspaper columns, radio segments and workshops.
- Continue to monitor potential changes with any historic resources within Brookings city limits, including the SDSU campus.
- Pursue a collaborative, proactive relationship with SDSU to facilitate identification and preservation of SDSU's historic resources.
- Continue to pursue and develop effective communication with local, state and national preservation organizations.
- Continue to pursue the creation of a local revolving loan fund for residential historic preservation and participate in the decision making process of funding applications.
- Working with area preservation stakeholders, develop a comprehensive heritage tourism plan for the City of Brookings.
- Develop the "Endangered Places List" for the City of Brookings to promote awareness about threatened historic resources.

Appendices

Brookings Historic Preservation Commission
January 11, 2007
(amended)

A meeting of the Brookings Historic Preservation Commission was held on Thursday, January 11, 2007 at 4:00 p.m. in City Hall. Members present: Mary Bibby, Carrie Van Buren, Wayne Hexem, Jerry McCollough, Alice Pittman, and Stephen Van Buren (arrived 4:17 p.m.). Shari Thornes, City Clerk, was also present.

Chairman Carrie Van Buren called the meeting to order at 4:05 p.m.

Agenda. Information about the "Safe Ride" program and 725 4th Street were added to the agenda. A motion was made by Bibby, seconded by McCollough, approve the agenda as amended. All present voted yes, motion carried.

Minutes. A motion was made by McCollough, seconded by Bibby, to approve the December minutes. All present voted yes; motion carried.

Next monthly meeting. Thursday, February 1, 2007 at 4:00 p.m.

Preserve America. No report.

Update on Animated Sign Issue.

McCollough reported that the sign subcommittee met on January 8th and went to Daktronics to have a presentation of what their signs can do, for the purpose of seeing what can be done to ameliorate any adverse impacts of illuminated signs on the areas for which this review is taking place. The committee is charged with reviewing illuminated signs for religious and institutional activities in residential areas and the Central Business District.

The presentation began by addressing the business advertising advantages of such signage, stating that the Daktronics illuminated signs are "like billboard application". Since their handout stated that they could control the brightness, McCollough said he asked that they do that on the full size display they had, "So that it would be acceptable if it was for a church across the street from your home" to, as their handout stated, "...adjust brightness from dim to bright...". It was not possible for him to do this.

The Daktronics representative also made a black background with two messages scrolling across, one with letters in blue lights and one with white lights (thin letters). The blue ones seemed acceptable, but the white ones weren't. When asked to put other colors on, only green was acceptable. Red and amber lights were still too bright. The representative said this was the dimmest they could get.

They tried a static color background with the main message (such as "First Baptist Church") and a smaller scrolling or fading message. The color background was too bright. Messages that faded in and out seemed more acceptable than those that scrolled across the sign.

McCollough's conclusions were two: 1) These signs, if permitted, should receive Board of Adjustment review and approval because of the subjective nature of the colors, brightness and movement; 2) Permission should be based on the classification of the street upon which they will be placed.

Relative to street classification, the following criteria are pertinent to decisions relating to illuminated signs: a. number and candle power of street lighting; b. presence of traffic signalization; c. volume of cars per hour (relative to headlights and illumination of tail/brake lights; d. uses other than residential which are normally permitted.

In this regard, interior streets (widely spaced low intensity street lights, no traffic lights, low traffic volumes, no non-residential uses other than religious or institutional) would not be acceptable locations for such signs.

Collector streets such as Medary south of 6th St., and Orchard Street (widely spaced low intensity street lights, no traffic lights, but higher volumes of traffic) might be acceptable locations for such signs, but with restrictions. Such restrictions might require a black background, only blue or green letters, fading rather than scrolling changes in the message, illumination ceasing after a certain hour, such as 10:00).

For arterial streets such as 8th, Main, 22nd (regular high intensity street light illumination, traffic signals, high traffic volumes, non-residential uses permitted), Board of Adjustment review should be required.

The Central Business District was addressed. Dan Hanson stated that there is a feeling that Historic Districts should be treated differently with modern signage, and that conflict should be avoided. The implication is that these illuminated signs may not be acceptable in the CBD.

Someone asked if the restrictions made by the municipality could be programmed into the sign. The answer was that they have the ability to do that, but there is no 100% guarantee that the sign owner won't disable it through software.

McCollough said the subcommittee is scheduled to meet again next Monday at 5:00 to discuss this issue.

(Van Buren arrived at 4:17 p.m.)

Tour for University Women's Week. The tour is confirmed for Thursday, June 14, 2007, from 1:30 to 3:00 p.m.

Central Residential Historic District—National Register District

Central Elementary / Museum Project. Thornes noted that the project to remodel the building will only be reviewable if the school still owns it. It is the School District's intent to transfer ownership of the building to Mr. Dale Larson and then lease back the school until the new school is built. Thornes met with Dick Dempster, an architect retained by Mr. Larson, to review the project. He noted that Mr. Larson is sensitive to the building's National Register status.

Brookings County II.I Review - Harvest Church. On December 13, 2006, the BHPC provided an official comment on the project and on December 18th that comment was submitted to the State Historic Preservation Office. Thornes distributed copies of a January 2, 2007 letter from the State that agreed with the BHPC's findings and restated those findings in an official letter to the County.

Boever House (7th Avenue & 6th Street). McCollough noted that at the last BHPC meeting there was a brief discussion about the fact that the Methodist Church has acquired the red house on 6th St. (the Boever House) and intends to move it to another location. He said this raises concerns for the future of the streetscape of one of the major entrances to the downtown - 6th Street.

McCollough said the character of Brookings is defined by its tree-shaded arteries leading to the city center, lined with turn of the century homes of fine architectural styles. On 6th Street this begins east of Medary and leads to the newly constructed bank building which is architecturally sympathetic to Brookings' historical aesthetics (the gas station is an unfortunate exception and, hopefully, can be replaced in the future with a more acceptable structure). The Boever House

is a landmark anchoring the west end of 6th Street's residential corridor and should remain in place.

In the recent past the Methodist Church was permitted to relocate other adjacent residences, but those buildings were not of architectural significance, so no precedent should have been set which would justify moving the Boever House. In those past meetings with church representatives the retention and protection of architecturally significant structures was stressed, so it is dismaying to find that they don't realize how important it is to preserve both their valuable church buildings and the historic residences around them.

McCollough said in considering endangered historical features which should be protected, the 6th Street corridor should be high on the list. This proposal shows that there needs to be more public awareness of the threats to Brookings' historical future which could destroy the uniqueness which sets us apart from so many other, mundane, small cities whose economic strength has been transferred to outlying strip centers.

ACTION: Invite representatives of First United Methodist Church to the February meeting to discuss the issue.

725 4th Street. Thornes reported that due to the restoration done on this property the State has reclassified this as "contributing" in the Central Residential Historic District. The home is owned by Rick and Joanie Holm.

Safe Ride Program. There is currently a transportation program operated by the Brookings Area Transit Authority and an organization on campus that provides bus rides. The program may be expanded to include a fixed route with specific stops. The installation of signage and benches has been discussed. A few of the proposed stop locations are in historic districts. Installation of benches and other amenities would be reviewable under I.I.I.

Nominating Committee Report and Election of Officers. Hexem presented the following officer slate on behalf of the nominating committee: McCollough as Chair and Stephen Van Buren as Vice Chair. A motion was made by Hexem, seconded by Bibby, to adopt the slate as presented. All present voted yes; motion carried.

DBI Representative. Alice Pittman agreed to serve as the BHPC representative on the DBI Board.

Calendar/Announcements/Correspondence/Communications

- MainStreet News, Nov 06
- Preservation Advocate, Winter 06
- Preservation, Jan/Feb 07
- Forum News, Jan/Feb 07
- New Trust Representative
- Membership - There is still one vacancy on the Commission. Interested parties have picked up applications but none have been returned.
- The 2007 National Trust conference will be held in St. Paul.

Meeting adjourned at 5:10 p.m.

Submitted by Shari Thornes

Brookings Historic Preservation Commission
February 1, 2007

A meeting of the Brookings Historic Preservation Commission was held on Thursday, February 1, 2007 at 4:00 p.m. in City Hall. Members present: Mary Bibby, Carrie Van Buren, Wayne Hexem, Jerry McCollough, and Alice Pittman. Stephen Van Buren was absent. Shari Thornes, City Clerk, was also present.

Chairman McCollough called the meeting to order at 4:00 p.m.

Agenda. A motion was made by Bibby, seconded by Van Buren, approve the agenda. All present voted yes, motion carried.

Next monthly meeting. Wednesday, February 28, 2007 at 4:00 p.m.

Boever House (7th Avenue & 6th Street). The BHPC met with First United Methodist Church representatives regarding the Church's proposed expansion plans to the north (Boever House). Pastor Teri Johnson, First United Senior Pastor, and Bethany Meyer, Chair of the Trustees, were present.

Johnson said on March 4th the Church congregation was scheduled to vote on whether to sell the house or not. The church had an unexpected opportunity to buy the property and it was purchased with the intent to move it.

McCollough noted that the BHPC supported the Church's previous plans to remove three adjacent properties because the structures had little historical value; however, the "Boever" house is extremely significant. He also reminded them that they had previously stated that the Church had no intention of purchasing the Boever house or ever removing it for the expansion plans.

Johnson said she never thought the Church would ever have the opportunity to own it. However, the home owner became ill and approached the Church about a purchase. The Church then reviewed and revised their Master Plan.

McCollough said the other homes were not historically significant. He questioned why the Church would buy an extremely significant house for the purpose of removing it. He suggested the Church incorporate the historic structure into their master plan. He noted the

church is integrated into the entire neighborhood and each house supports the other in the context of the neighborhood. The Boever house supports the neighborhood and is an anchor on the western end of Sixth Street.

He asked if it would be possible for the Church to revisit their plan and look at other options such as selling the house to remain at that location or retaining it to be used by the church.

McCollough noted that the original plans didn't include that house and that was the only reason the BHPC supported the removal of the other three structures. He said the Commission appreciates the value of retaining the church in the neighborhood and near downtown. He also complimented the Church on the integrity of the recent addition. However, the Boever house is a very unique property in a unique location. He asked if the architect could develop a plan to include the house into the expansion.

Hexem asked if the house could be moved to the west. No, they weren't interested in that option. They also weren't interested in being in the landlord/rental business.

Johnson agreed to bring the idea back to the architect for consideration and return to the BHPC's next meeting on February 28th.

Request to sponsor workshop at Doors Open on April 28th.

Doris Roden, DBI, has asked if the BHPC would be willing to co-sponsor a workshop during the Doors Open event on April 27th & 28th. Hexem commented that only six attended last year's event on historic frame restoration. The group discussed doing a workshop on a different topic this year such as historic landscape design. A motion was made by C. Van Buren, seconded by Pittman, to sponsor a workshop for the 2007 Doors Open event for a historically appropriate landscape design and the financial support be earmarked for the presenter's stipend, with emphasis on a historic district setting. *Discussion: Using a property as a test case was suggested if there was a willing home owner. Martin Maca was suggested as the presenter. This could be done as a two part workshop with next year's specific to the house. Pittman will visit with Roden about the Commission's request.* On the motion, all present voted yes; motion carried.

Update on Animated Sign Committee.

McCollough reported that he attended another subcommittee meeting on January 22nd. He said his comments regarding the Daktronics sign presentation were not well received. He said he received a summary dismissal of the recommendations - no discussion, no further acknowledgement that they'd been made. Dan Hanson, City staff, said the recommendations

were too complicated, would cause the committee to have to meet for over a year, and that they couldn't be done. McCollough said the rest of the committee remained silent and no one made further references to the relationship of the signs to the conditions of the surrounding areas in which they might be proposed.

Mike Cameron, Planning Commission member, said that he'd seen the First Lutheran Sign and didn't think it was a problem. He said that animated signs are here to stay and we should get used to them. He also said that he'd rather not see them as a Conditional Use because it would give the Planning Commission one more item to deal with.

When discussing whether such signs might be considered as "conditional uses" the Planning Administrator raised the question of potential lawsuits regarding freedom of speech because of the length of the review procedure, and said the process could be too complicated.

McCollough said when he asked if a review could be made to see which way the courts have ruled on freedom of speech relative to the conditional use process, Hanson said that it would be too complicated. McCollough said he got the impression that fear of potential lawsuits may prevent the staff from drafting what is reasonable and then letting the lawyers fight it out in the (rare) instance it may go to court. He also sensed that many of the nationally accepted methods that are routine for most City Planning staffs are too complicated to attempt here.

The options open to the committee seem to be: approve animated signs in residential districts and the CBD; approve them with performance standards; deny them in residential districts and the CBD.

In a poll of the members, Jonnie Einspahr said that she'd vote to deny these signs in residential districts and the CBD. Matthew James (a downtown representative) said the same thing. McCollough said he stated that if performance standards addressing such things as he'd presented in his report can't be used, he, too, would vote to deny animated signs in those two areas. Steve Kirky (downtown) said most people downtown probably can't afford them now anyway. The others either seemed to approve of the signs, or be interested in having them subject to performance standards.

The Daktronics representatives were asked to draft potential performance standards for the committee's review at the next meeting, 5:00 Monday, Feb. 5.

After seeing the First Lutheran sign after dark (prior to 9:00 when the animation stops) McCollough said he feels that these signs are inconsistent with the character of the city, especially within residential neighborhoods. Since the city apparently has no Transportation

Plan as part of its Comprehensive Plan classifying streets according to their present and future functions, the typical solution to this issue can not be called upon. Without this normal adjunct to any Land Use Plan the Planning Board is left with few guidelines by which to establish performance standards that would protect the character of existing neighborhoods.

If there is a reluctance to classify animated signs in residential neighborhoods and the CBD as "conditional uses" so that there is a public review of the specific properties of the proposed sign, then McCollough recommended the Planning Board should return to the way the sign ordinance read prior to 1997 when animated signs for institutional and religious uses were prohibited in residential areas.

The alternative is to accept the "Casino" appearance of these signs in the midst of our quiet, dark evenings where we live, and in the downtown, thus changing what has been the historical appearance of our town, and what has contributed to the intrinsic value of the city.

Update on Preserve America Project. Thornes, Pittman, McCollough and S. Van Buren will schedule a meeting in February to develop a plan of action and report back to the full group.

Photographic historic survey project. Tabled until next meeting.

Commercial District –National Register District

DBI Report. Pittman reported that there was not a January meeting. The Board did hold a planning retreat but ex-officios were not invited. She will not be available to attend the February 15th meeting. McCollough volunteered to attend for her. He questioned if the BHPC representative was an ex-officio or liaison.

Calendar/Announcements/Correspondence/Communications

- Website - Creating a BHPC website on the city's site is a 2006/2007 project that must be completed by this summer.
- City Manager Visit - Thornes reported that the City Manager plans to meet with each of the city's 14 volunteer boards, committees and commissions sometime this year.
- 624 3rd Street - Thornes reported that this property across from the courthouse had been purchased by the Community Development Corporation for renovation purposes. This property had previously been identified as threatened due to its proximity to the county.

- Grant - The 2007/2008 grant application will come out in March and be due by March 31st.
- Bandshell - The Summer Arts Festival Committee has expressed interest in doing work to the bandshell.

Meeting adjourned at 5:15 p.m.

Submitted by Shari Thornes

Brookings Historic Preservation Commission
February 28, 2007
(amended)

A meeting of the Brookings Historic Preservation Commission was held on Wednesday, February 28, 2007 at 4:00 p.m. in City Hall. Members present: Mary Bibby, Carrie Van Buren, Wayne Hexem, Jerry McCollough, Alice Pittman and Stephen Van Buren was absent. Shari Thornes, City Clerk, was also present.

Chairman McCollough called the meeting to order at 4:00 p.m.

Agenda. A motion was made by Bibby, seconded by Van Buren, approve the agenda. All present voted yes, motion carried.

Next monthly meeting. Thursday, April 12, 2007 at 4:00 p.m.

Discussion with First United Methodist Church representatives regarding their additional expansion plans to the north (Boever House).

The following church representatives were present: Tom Becker, Building Committee Chair, Mark Lindquist, Committee Vice-Chair and Pastor Teri Johnson.

Becker started by giving a briefing. The Church's Master Plan is to stay in downtown area. At the time of preparing the Master Plan, the 'red house' wasn't for sale. Parking for the church will remain as it is currently. Unfortunate events has brought the church to the ability to purchase the 'red house'. They did so with the intention of moving the 'red house.' They are building a Community Life Center – youth activities, elder activities, Harvest Table, Head Start (gym-like facility). The 'red house' doesn't fit into their plans.

McCollough gave a briefing from a year ago when the BHPC was first presented with the Church's plans. He reiterated that the Boever House is an important structure in the downtown entryway.

Becker stated he had talked to their architect about the land/building. Their architect doesn't see how the 'red house' fits in to the plan. The Church has 3 Phases to their Master Plan:

- 1) existing building remodeling
- 2) move out houses and build Community Life Center
- 3) extend classroom building to the West (where one house had been moved out)

Pastor Teri talked about how they started the Master Plan eight years ago and never would have imagined it would have changed so in such a short time.

McCollough reminded them that the house is listed and it can be a quite complicated process to move a historic fixture.

Becker commented that they are hoping for help from BHPC on what they need to do and to whom they need to talk to.

Stephen Van Buren asked about landscaping plans. Pastor Teri commented that there will be some, as they want it to 'fit in' to the area.

McCollough stated they should certainly study what the bank has done citing that they did a very nice job with concerns to the neighborhood and 'fitting in' despite being so large.

McCollough asked the name of the firm. RDG (Renaissance Design Group out of Omaha).

Pastor Teri answered Bibby's question about alley usage. Johnson responded they are hoping in the future to vacate the east portion of the alley, from a safety standpoint, though the alley will still be there with the sewer/electrical.

Bibby asked about the church moving the house or the purchaser of the house? Johnson responded that the church will sell the house and the purchaser would be responsible for moving costs.

Pittman asked about time frame. Pastor Teri responded they would like to sell the 'red house' as soon as possible – hopefully in 2007.

McCollough restated that the Commission has some strong feelings about the 'red house'. Hexem clarified that the review could take up to 6 months.

McCollough stated that the BHPC will want to see a rendering of the site plans with landscaping.

DOORS OPEN WORKSHOP. Pittman talked to Doris Roden about the gardening workshop. Norm Evers has agreed to do this. Pittman didn't know how long the workshop should be. Bibby commented in the past they've been approximately 1 hour.

Pittman clarified that BHPC could cover some copying costs. However, she is running into some snags as Roden wants Pittman to go thru her and not directly work with the presenter.

Pittman did hear back from Roden stating that Norm and Colin Evers are going to do a landscape design for her house as part of this workshop and maybe another house of historic classification.

Stephen Van Buren wondered if they could talk to First Lutheran Church about doing some landscaping with their new sign as part of this workshop. The animated sign doesn't state the church's name and the old letter box that is still standing doesn't say the church's name and they took down the only sign that said the name of their church.

McCollough thought it would be good to keep moving on this and to definitely talk to Roden about Van Buren's idea.

Pittman said their next planning meeting is March 7th.

SIGN COMMITTEE. McCollough received the packet for the next Planning Commission and the minutes from the subcommittee are in there. In reading through the minutes he stated he was quite disappointed in that several comments that were made were taken out of context, not complete and /or misrepresented. Another concern was the minutes were marked as approved, and in fact they are NOT approved as they were never sent out to the Sign Committee members to review.

McCollough said that the night the vote took place, the two downtown representatives. The downtown representatives sent a memo to the Planning Commission that the vote shouldn't have taken place and stated some reasons, a couple being: bias, and concerns of not following the City's Conflict of Interest Policy.

McCollough has talked to the City Manager about the confusion taking place.

PRESERVE AMERICA. Van Buren said the project is gaining momentum. Packets are almost ready to send. They have a meeting with Deb Garbers yet this week. Van Buren and Pittman will visit with each person suggested to be on the committee and will have the first meeting of all in April.

The committee will develop a RFP for BHPC approval, develop a plan and execute that plan. Objectives will be identified as this project grows.

Thornes arrived at 4:45 p.m. Prior to this minutes were taken by Bonnie Foster)

Photographic historic survey project. Van Buren suggested that Eagle Scouts may be interested in this as a project. He is going to pursue a DAR grant for an intern.

Pioneer Park Band Shell. After further research it was determined that the Pioneer Park Bandshell is not listed on either the State Register or National Register of Historic Places. Thornes recommended that the Commission immediately pursue a State Register listing since it takes less time. A motion was made by Stephen Van Buren, seconded by Carrie Van Buren, to support a State Register nomination of Pioneer Park Bandshell.

Calendar/Announcements/Correspondence/Communications.

- City Manager - The Commission asked that the City Manager be invited to the April 12th meeting.
- Barns & Rural Landscapes - The National Barn Alliance is sponsoring a workshop in May on preserving barns and rural landscapes.
- Mayor's Awards are scheduled for the April meeting. Members asked that suggestions be sent ahead of the meeting to allow for time to drive by the nominees.

Meeting adjourned at 5:07 p.m.

Submitted by Shari Thornes

Brookings Historic Preservation Commission
April 12, 2007

A meeting of the Brookings Historic Preservation Commission was held on Thursday, April 12, 2007 at 4:00 p.m. in City Hall. Members present: Mary Bibby, Carrie Van Buren, Wayne Hexem, Jerry McCollough, and Alice Pittman. Stephen Van Buren was absent. Shari Thornes, City Clerk, was also present.

Chairman McCollough called the meeting to order at 4:05 p.m.

Agenda. The order of items 11 and 12 were reversed. A discussion regarding the Sterling Church north of Brookings was added to the agenda. A motion was made by Bibby, seconded by Pittman, to approve the agenda as amended. All present voted yes, motion carried.

Minutes.

A motion was made by Bibby, seconded by C. Van Buren, to approve the January 11, 2007 minutes as amended. All present voted yes; motion carried.

A motion was made by Bibby, seconded by C. Van Buren, to approve the February 1, 2007 minutes. All present voted yes; motion carried.

A motion was made by Hexem, seconded by Bibby, to approve the February 28, 2007 minutes as amended. All present voted yes; motion carried.

Next monthly meeting. Thursday, May 3, 2007 at 4:00 p.m.

Official review and comment on request to build in the Public Right-of-Way from dhR Design Services LTD for 310 4th Street (also know as Old City Hall). A motion was made by C. Van Buren, seconded by Pittman, to table until May 3, 2007 at which time the State Historic Preservation Office could provide their comments on the project. Discussion: Hexem asked if waiting until May 3rd would cause a problem. Thornes said she had checked with the City Attorney on that question and he had said no. All present voted yes; motion carried.

Mayor's Awards. A motion was made by Bibby, seconded by C. Van Buren, to give the following awards:

705 4th Street for a garage addition - Jeff & Stacey Wessels

725 5th Street for overall residential restoration - Rick & Joanie Holm

929 4th Street for residential addition - Tom & Jeanne Manzer

All present voted yes; motion carried.

Presentations will occur at the May 8, 2007 City Council meeting at 6:00 p.m. Invites from the Mayor will be sent soon.

A motion was made by Pittman, seconded by Hexem, to give an award to:

509 Main Avenue, Cottonwood Café, for interior commercial renovation

All present voted yes; motion carried.

Newsletter. The following articles were discussed.

Topics thoughts...

1. **Mayor's Awards (4 with pictures)**
 - Wessels (Hexem)**
 - Manzers (Bibby)**
 - Holm's (C. Van Buren)**
 - Cottonwood (Pittman)**
2. **Preserve America Project (S. Van Buren)**
3. **Gardening/Norm Evers**
4. **Porch Tour (McCollough)**
5. **Member Recruitment (Thornes)**

Deadlines:

- | | |
|--|-------------------------------------|
|  April 23rd | Email articles to Shari |
|  April 26th | Shari emails articles to Dave Roden |
|  April 30th | Proof to review |
|  April 30th | Submit changes to Insty Prints |
|  May 3rd | Deliver to Register |
|  May 7th | Insert in newspaper |

Report on National Alliance of Preservations Commission Conference. Alice Pittman submitted the following report:

Report to the Brookings Historic Preservation Commission

National Alliance of Preservation Commissions FORUM 2006: July 27 – 30, 2006

Attended by Alice Pittman

"Baltimore Overview Tour. *This four-hour bus and walking tour traversed a multitude of historic neighborhoods dating from the 1700s to the early 1900s. Many, especially those close-in to the harbor, are in great shape, with their historic character intact. Others are undergoing revitalization, and others are in dire need of maintenance.*

Of note, rooftop decks and 'pop-top' additions are a cause for concern, as the style and execution of these additions can be widely divergent from the original structures.

We visited Mount Vernon Square, where townhome mansions look onto small parks radiating north, east and west from Baltimore's Washington Monument. A Gothic church is also located in this square, as well as the Peabody School's Library.

We also stopped to visit Patterson Park. In 1814, troops and cannon prominent on a ridge here helped to turn back a British attack on Baltimore. A popular picnicking spot in the years to follow, the park was formally dedicated in 1853. The park went through another military occupation during the Civil War, and by 1864 was in a state of neglect. Victorian structures were added to spruce up the place, and in 1905 an Asian-style Pagoda was completed. From its uppermost fourth story, views of the harbor and downtown are lovely. In recent years, the Park again went through a period of neglect and became rather well-known for prostitution, but a concerted effort to clean up the park has been extremely successful. The Park has now been completely overhauled and programs are offered daily. Our tour guide gave a lot of credit to the programs for maintaining enthusiasm and attracting people of all ages to the Park.

Commission Short Course. *An excellent introduction to a number of issues, touching on what preservation is, the role of commissions, legal matters (including proper procedure, conflict of interest, ex parte contact), the Secretary of the Interior's Standards, design guidelines, and the importance of preservation planning and up-to-date surveys.*

Accompanying this course was a wealth of reference publications, many National Trust Publications. See attached publication list.

Commission Short Course In Depth

Framework of Public Preservation- Boyd Maher

Preservation is:

- Buildings in active use

- *Protecting key features*
- *Accommodating change*

Preservation is not:

- *Freezing time*
- *Presenting a false history*
- *The “Pretty Police”*

Preserve TO:

- *Maintain a sense of place (combat generic)*
- *Stabilize property values*
- *Educate the public*
- *Be environmentally responsible*
- *Be energy efficient (25% of each ton trash produced by every American annually is construction debris)*
- *Promote tourism*
- *Create jobs (small businesses benefit from affordable downtown rents, heritage tourism; more \$ stays local in historic rehabilitation)*

Legal Matters – Rory Hays, Esq.

Know Your Ordinance!

Concerning religious land use – if demolition of a historic structure is worship-related, a HPC will probably have no case. Rory specifically warned against ‘prayer gardens,’ which can easily materialize into parking lots.

Do not go to court over basic procedural values – fairness, impartiality, following the rules. Call executive sessions if needed, to get legal advice or discuss personnel issues.

Assume that a judge is reading your minutes. Be very explicit as to how criteria (statutes, ordinance, design guidelines) were applied to the facts on a case-by-case basis. Be clear why things were or were not approved.

Ex parte contact can be tricky to avoid. If someone attempts to engage you in a non-public conversation, explain that if the conversation proceeds, you will be unable to vote on the issue. If an issue requires a shepherd, it is ok to appoint a commissioner with the understanding that they will recuse themselves from voting.

Avoid even the appearance of impropriety!

If a commissioner was approached by someone that wanted to discuss a preservation issue, before the commission discusses or resumes discussion on the topic, it is entirely appropriate for the commissioner to announce the contact and any discussion that was had. It can then be decided whether that commissioner should recuse themselves from the discussion/vote.

New Construction in a Historic District – Jennifer Lewis

Keep it FRESH.

Footprint

Roof Shape

Envelope

Skin

Holes (pattern of doors, windows)

The Proactive Commission: Planning – Boyd Maher

Create a preservation plan, and update every 5-10 years. Let everyone know the goals of the plan. Tie in to local policies and projections – fire, public works, building codes. Use the plan to educate, bolster projects, and as a legal defense against allegations of unfair treatment. The plan can eliminate confusion about what the ordinance does, and can provide some leverage to protect things not already protected.

A planning committee – perhaps 2-3 commissioners – would be ideal to keep the plan updated.

Work the preservation plan into your city or region's Comprehensive Plan.

Components of a Good Preservation Plan:

- Acknowledgements
- Planning Process
- Overview of Historical Context
- Maps of planned districts
- Vision statement – include community values
- Specific recommendations, followed by goals and objectives;
e.g., Recommendation: Face economic growth.

Goal: _____.

Objective: _____.

- Implementation and Maintenance plan – an annual review is ideal. Assign responsibility for the review. Update overall plan every 5-10 years. Update local survey as well.

The Proactive Commission: Public Education & Outreach – Lisa Burchum

In some areas, business cards for commissioners are great to have.

An annual retreat/training can be very valuable. It must be noticed, but the statement “No public comment will be taken,” should keep the public away.

Non-profit partnerships are wonderful. Non-profits can co-sponsor events or conferences, give out awards, administer grants programs and revolving funds, and, if needed, they can sue.

Preservation in Traditionally Low-Income Neighborhoods

Melissa Jest talked about a few avenues that were worth considering, namely partnering with a non-profit to buy neglected historic properties and then attaching covenants to the sales that would prevent demolition, encourage preservation, and specifically target lower-income residents.

Non-profits can assist interested developers/investors/architects with any necessary review procedures, educating as they go.

Flipping houses for major profit has become a major concern in some historic areas. To combat this, some clauses have been added that homebuyers must reside in the home for at least 5 years or incur monetary penalties.

A local commitment to affordable rehab might include expedited review of historic properties, city land banking for affordable housing, housing trust funds.

Breakout Session: Building Local Commission Support Networks

Dialogue between HPCs and other related societies and groups is essential. Maryland, recognizing little dialogue between commissions, created the Maryland Association of Historic Preservation Commissions (MAHPC) that serves the commissions, producing detailed reference literature (e.g., a commission handbook that addresses everyday issues like preserving 20th century architecture, Tax Credit Manual), sponsoring Renovator’s Roundtables, providing local commissioner training, and processing small grants.

Ideal if the public commission handles the regulatory aspects, non-profits educate and advocate, and private individuals and groups provide the interest and money for preservation projects. The most effective strategies to save a threatened building would best be multi-faceted, and include parties from all these local groups. Other possible partners could include local land trusts, farm bureaus, realtors, banks.

The Customer Friendly Commission: Best Practices

Reward your customers and publicize your successes...a special banner or sign marking a great renovation, a preservation success story written up in the local paper.

Process

Make sure all processes are transparent, organized.

For example, a design review packet for a property owner would include a checklist, maps, flowchart, timeline, and contacts. Make sure resources are easily available – glossaries, pictorial dictionaries, the preservation ordinance, sources for additional information.

Make Visitors Welcome at Meetings Make them not intimidating. Walk people through the process. Have chairs at the end of your conference table for visitors. The Chair should welcome visitors, and explain how the meeting will proceed. Commissioners having private conversations while visitors are present is not acceptable. Humanize the commission – use place cards!

Evaluation

Annual retreat/ training is suggested. If a very active commission is located nearby, consider attending their meetings to learn from them.

Recap each year of the Commission's work with *The Good, The Bad, and the Ugly*. Consider refining the ordinance or changing how codes are enforced as needed.

Politics and Meeting Flow

- Know the City Attorney.
- Keep City Council informed of the HPC agenda.
- Keep meetings approachable – not too long!
- Consider consent agendas to maximize efficiency - if a project meets guidelines, there is no public opposition, and the commissioners do not need to discuss. Place at top of agenda so applicant does not have to linger long.

Outreach

Make sure new home and business owners are aware of historic status, any responsibilities, procedures that might apply.

Educate realtors on historic districts, property owner responsibilities.

Consider sponsoring a coffee to keep the preservation community engaged – share wisdom. Keep previous HPC chairs in the loop as well.

Consider an ice cream social event – perfect time to hand out awards. Invite historical, cultural societies, elected officials. Commissioners scoop!

Consider asking an interested elected official to be liaison to the HPC. This person would get packets, agendas via email. The liaison would share the action agenda with the City Council. Share the approvals and the positives!

Stump the Staff and Challenge the Chair

Most HPCs tape record their meetings. Need an adequate record if making a decision that might be subject to challenge. Especially if you are denying a Certificate of Appropriateness, make sure guidelines/criteria for denied are referenced.

Access database by address and subject may be useful to develop to quickly find the types of approvals granted or denied.

Chair needs to step in immediately if any commissioner's words or actions jeopardize the record of the HPC. Remind of the procedure or guidelines to be followed.

Clearly explain decision-making criteria. If a decision cannot be reached without further information, clearly state what is needed.

Templates for public process are useful for Chair to make sure no steps are missed.

Application for Brookings

Most HPCs seem to devote most of their time to design review. I was one of the few attendees at this conference coming from a commission that did not oversee design review for a local historic district. Since we do not have designated local historic districts here in Brookings, our ability to encourage historically-appropriate additions, materials, and new construction in our historic neighborhoods is severely compromised. Our ordinance allows us to pursue the designation of a local historic district, the question is: Does any single area stand out as a good candidate for district designation at this time ?

I am especially concerned about the historic properties near the university, as so many suffer from unattractive space-maximizing additions. The aesthetics of these additions appear to have no bearing on whether they are approved or not. I know the landlords would fight a local historic district fiercely, but I think it something worth considering. Blocks that are currently majority owner-occupied might be

very much in favor of such a measure, as it could provide them with some reassurance that their immediate surrounds would be well-maintained, and their property values protected.

We have seen the residential character of the Central Historic District somewhat depleted, with houses being nibbled at for parking and expansion. With the Children's Museum on the horizon, would we expect more properties just east of downtown at risk? Would this area support a local historic district?

I know that local district designation would require a lot of work, time, and careful communication to the public. BHPC discussion would be a great first step. I think that the BHPC should periodically gauge the need for a local historic district as Brookings evolves, as we plan for the future.

Improving code enforcement and encouraging proper maintenance of rental properties would also greatly benefit Brookings. Examining current design guidelines (if any) for additions would be beneficial. If there is any way we could amend city guidelines to encourage more complementary additions to historic properties, it would be well worth our time.

With all of the talk of successful partnerships with non-profits and related groups, it would be great to keep informed of the Community Development Corporation's historic rehabilitations and any Preserve Brookings activities. Habitat for Humanity may also be a willing partner in renovating historic structures, promoting the reuse of salvaged materials, etc.

Thanks

I thank the City of Brookings for making it possible for me to attend the NAPC Forum. As a new Commissioner, I found the practical training and focus on proper procedures especially useful and instructive."

Pittman commented that her "take-away" comments from the experience were to consider

- establishing local district(s)
- conducting annual evaluations (where we've been, where we're going)
- be more proactive about issues (6th Street corridor, etc)
- develop brochures for property owners on available benefits
- hold public meetings in neighborhoods

Discussion regarding the SDCL 1-19A-11.1 Review Process.

Thornes informed the Commission that there was significant controversy among city officials on April 4th regarding the validity of the 11.1 review process, its applicability to the Boever House, and whether or not a city action/permit would be taken. Thornes provided the Commission with the following email that was sent to Steve Britzman, City Attorney, regarding

the removal of a contributing property in the Central Residential Historic District (Boever House).

"An issue came up today regarding the "11.1" review law and the former Boever house on 6th Street & 7th Avenue.

I've attached the City's Historic Preservation Ordinance that outlines BHPC involvement.

- Note under "Powers & Authorities Section 10-96 (#15) The BHPC has the power to "To negotiate with owners of historic properties and other interested persons when the designated property may be demolished, materially altered, remodeled or relocated."

- **Section 10-97 – outlines City Staff's responsibility to work & coordinate with the BHPC. Coordination with the Planning Commission, Board of Adjustment, Board of Appeals and City Departments. Comments to be given to State Historic Preservation Office.**
 - a. The Planning Commission, the Board of Adjustment, the City Building Official and city departments shall, through the City Manager, notify the BHPC of matters pertaining to property on the Local Register, the National Register of Historic Places, and the State Register of Historic Places. The BHPC shall be given this notice about proposed work as soon as the matters pertaining to property on the local, state and national registers are received by the foregoing city officials.

 - b. The BHPC shall then investigate and prepare its comments on the proposed work. The BHPC's comments shall be considered and adopted at the BHPC regular meeting unless the chair determines that a special meeting shall be called. The BHPC shall promptly submit its comments to the City Manager and to all affected departments so that the comments will be received prior to the time a decision on proposed work is made by the city department.

 - c. The City Manager shall give timely notice to the BHPC of all projects on which review by the State Historic Preservation Office is required under SDCL 1-19A-11.1, and the BHPC may conduct research and prepare comments on the project.

QUESTION 1: I've attached is SDCL 1-19A-11.1, the internal process to follow 11.1 and the Case Report standards set forth in administrative rule. The issue at hand is if a permit isn't issued for moving this house out of town, then is it

reviewable under state law? The City argues that permits are issued for demolition, for moving to another location within city limits, or for moving something into town, but not for moving a house/structure out of city limits.

South Dakota Codified Law 1-19-A-11.1

Preservation of Historic Property – Procedures. “The state or any political subdivision of the state, or any instrumentality thereof, may not undertake any project which will encroach upon, damage or destroy any historic property included in the National Register of Historic Places or the State Register of Historic Places until the Office of History has been given notice and an opportunity to investigate and comment on the proposed project. The office may solicit the advice and recommendations of the board with respect to such project and may direct a public hearing be held thereon. If the office determines that the proposed project will encroach upon, damage or destroy any historic property which is included in the National Register of Historic Places or the State Register of Historic Places or the environs of such property, the project may not proceed until:

- 3) The Governor, in the case of a project of the state or an instrumentality thereof or the governing body of the political subdivision has made a written determination, based upon the consideration of all relevant factors, that there is no feasible and prudent alternative to the proposal and that the program includes all possible planning to minimize harm to the historic property, resulting from such use; and
- 4) Ten day’s notice of the determination has been given, by certified mail, to the office of history. A complete record of factors considered shall be included with such notice.

Any person aggrieved by the determination of the Governor or governing body may appeal the decision pursuant to the provisions of chapter 1-26.

The failure of the office to initiate an investigation of any proposed project within 30 days from the date of receipt of notice thereof is approval of the project.

Any project subject to a federal historic preservation review need not be reviewed pursuant to this section.”

Opinions of the Attorney General

A city government must comply with this section even when its only involvement with the demolition of a private historical structure is the issuance of a demolition permit, Opinion No. 89-41.

Given the absence of other legislative or judicial guidance on this subject, the provisions of this section shall apply to the issuance of a permit by a city affecting a designated historic district, Opinion No. 89-41.

QUESTION 2: If this proves to be the case that the project isn't reviewable because the city doesn't issue a permit, then can a new ordinance be written that requires a permit to remove any structure from an historic district for two purposes: Health & Safety AND the protection of historic resources, which the BHPC is charged with as a power & responsibility under Ord. 09-03? That would clear up the entire confusion surrounding this issue.

Thanks for your consideration of this issue. We'd be happy to meet and discuss it in further detail.

Shari Thornes "

Doors Open Workshop. The workshop is scheduled for Saturday, April 28th, in the yard of Doris Roden.

Animated Sign Committee. McCollough said nothing is happening on this issue. He noted that the minutes of the subcommittee were inaccurate and hasn't been corrected. This issue still needs to be corrected.

2007/2008 Grant Application. Thornes prepared and submitted a grant application to the State Historic Preservation Commission for this funding cycle. The deadline for submission was on March 31st. She requested funded for Commission members and staff to attend the National Trust Conference scheduled in St. Paul, MN this October 2007. She noted that no one was available to attend the Preservation Leadership Training in 2007 so she didn't request funding for this cycle.

2006/2007 Grant Status. Remaining projects include the \$10,000 Preserve America grant and the \$1000 website project. SHPO has suggested moving the Preserve America project into the next grant cycle. Thornes said she'll need a time extension amendment request. A motion was made by Bibby, seconded by C. Van Buren, to request an amendment to the end of summer. All present voted yes; motion carried.

Preserve America. S. Van Buren and Pittman have held individual meetings with all the identified stakeholders in the project. A full group meeting is scheduled for April 19th at Old City Hall.

Porch Tour. The walking tour is scheduled for June 14th from 1:30 to 3:00 p.m.

Website. Thornes is working on this project to be completed by this summer.

Annual Reports. Thornes completed and submitted the state and city annual reports.

725 5th Street. This property is located in the Central Residential Historic District and was listed as "non-contributing." However, due to the restoration efforts of the current owners, the house classification has been changed to "contributing" and is officially on the National Register of Historic Places. The BHPC should do a press release about this status change.

DBI Report. Pittman reported that the Board discussed the Safe Ride Program and the possible installation of waiting shelters. The students are also trying to revive the off-campus housing committee and office including a student housing database that includes standards and conditions for off-campus housing. DBI is also looking at a HUD Hope 6 grant for main street housing.

Pioneer Park Band shell.

- State Register. The Band shell has been officially listed on the State Register of Historic Places
- I.I.I. A letter of notification has been sent to SHPO regarding proposed projects at the band shell.

I.I.I Review - 1302 6th Street ("Beal House"). A letter of notification has been sent to SHPO regarding the proposed removal of the property. The house is individually listed on the National Register.

Brookings County Courthouse. Thornes brief the Commission that the Brookings County Commission is currently conducting a space needs study and exploring expansion options to include purchase of the 1921 building, building an addition on the courthouse, building a stand alone structure on the courthouse green, or purchasing a nearby commercial building.

Sterling Church. Thornes was contacted by a church representative asking for assistance in funding and design review of an accessibility improvement to the rural church. This church is located 10 miles north on Brookings and is listed on the National Register. Thornes has contact SHPO and Disability representatives to conduct a site visit.

Calendar/Announcements/Correspondence/Communications

- The Alliance Review - Nov/Dec 2006
- The Alliance Review - special issue
- Forum Journal - Winter 2007

- Preservation Books 2007
 - Forum News - Mar/Apr 07
 - Common Ground - Win/Spring 07
 - The Alliance Review, Jan/Feb 07
 - HANDOUT - Main Street News - March 2007
- March 30th PLT Application Deadline
- March 31st Grant Deadline
- April 13-14 SD State Historical Society History Conference - Pierre
- April 19 Brookings Preserve America Mtg - 11:30 to 1 pm - Public Library
- April 26 SHPO Site Visit
- May 7 Newsletter release
- May 8 Mayor's Awards Presentation - City Council - 6:00 p.m.
- June 1 Online Registration for National Trust Conference & reserve lodging
- October 2-6 National Trust Conference - St. Paul

Review of other unscheduled projects & issues:

These are items that aren't currently scheduled and the Commission needs to review them to determine if they should stay on the "list of things to do" or be removed. However, there was limited discussion on the following items due to time constraints and further discussion will occur at future meetings.

- State jurisdiction over university properties
 - Keep on the list.
 - This is an important legal question to be researched.
 - Specific concern mentioned was the Horse Barn at SDSU.
 - Another building mentioned was West Hall.

- Brookings Endangered Places List
 - Keep on the list.
 - This idea was developed by Pittman.

- Picture This Program (not discussed)

- (more involvement with) Preserve Brookings (not discussed)

- SDSU Artwork usage request
 - REMOVE from list

- Review of City Master Plan (not discussed)

- Commercial District Plaques (not discussed)

- Membership
 - Reducing the size from 7 to 5 was suggested.
 - More advertising was recommended.

- Brochure distribution

- Welcome Packets
 - How to continue this program was briefly discussed.

Tentative May Agenda Items:

- 11.1 Review Bandshell
- 11.1 Review - 1302 6th Street
- Schedule meeting with City Manager
- National Trust Conference Attendance

Meeting adjourned at 6:30 p.m.

Submitted by Shari Thornes

Brookings Historic Preservation Commission
May 3, 2007

A meeting of the Brookings Historic Preservation Commission was held on Thursday, May 3, 2007 at 4:00 p.m. in City Hall. Members present: Mary Bibby, Carrie Van Buren, Stephen Van Buren, Wayne Hexem, Jerry McCollough, and. Alice Pittman was absent. Shari Thornes, City Clerk, was also present.

Chairman McCollough called the meeting to order at 4:05 p.m.

Agenda. A motion was made by Bibby, seconded by Hexem, to approve the agenda. All present voted yes, motion carried.

Minutes. A motion was made by Bibby, seconded by S. Van Buren, to approve the April minutes. All present voted yes; motion carried.

Next monthly meeting. Thursday, June 7, 2007 at 3:00 p.m.

Official review and comment on request to build in the Public Right-of-Way from dhR Design Services LTD for 310 4th Street (also know as Old City Hall). A motion was made by Bibby, seconded by C. Van Buren, to state that the BHPC finds the existing structure compatible with the existing architecture and fulfills a needed function. All present voted yes; motion carried.

Preservation Week Activities Update:

- Mayor's Awards for Historic Preservation – The awards presentation will be made on Tuesday, May 8th at 6:00 p.m. McCollough will not be able to attend. Stephen agreed to do the presentation.

- Preservation Newsletter. The newsletter has gone to print and will be distributed in the May 7th Brookings Register.

Update on I.I.I Review evaluation. A response from the City Attorney on this topic is as follows: “Shari: I have now had an opportunity to review the historic preservation materials along with the House Moving Ordinance Article IV, Chapter 22. I think a house moving permit can be required to move a house out of town under Article IV. There are a number of inferences in the ordinance to a permit when a house is moved, particularly 22-222: No person shall move any building or structure along any street....except as provided in this section. And, 22-223 infers discretion in the issuance or approval by the city engineer “unless it is

determined that the structure when loaded, will clear all obstructions along the proposed route of travel.” The permit would document the exercise of this discretion regardless of the final location of the house. Finally, Ordinance Sec. 22-253 provides the circumstances where a license to move a house is not needed, and licensing is required to move a building over public property or over property belonging to another person. Accordingly, I believe the intent of the ordinance and the lack of a specific exception would require a permit, thereby triggering an I.I.I review, in my opinion. I would agree that clarification could be obtained specifically for moving historic structures and I am preparing a short draft ordinance for that issue. Steve Britzman”

Review of proposed ordinance regarding house moving permits. The City Attorney has suggested the creation of a new ordinance to clarify this issue. A draft from the City Attorney is enclosed. Dan Hanson, City Planner, submitted proposed revisions to the Attorney's ordinance along with his comments. A motion was made by S. Van Buren, seconded by Bibby, to state that the BHPC recommends the proposed ordinance on house movings not go forward since the current ordinance covers the situation, but needs to be enforced. All present voted yes; motion carried.

Review of Doors Open workshop. Hexem, Bibby, and Pittman attended the workshop. Approximately 15-20 were in attendance.

Change to 2007/2008 Grant. Per our discussion at the last meeting, the \$10,000 for the Preserve America Grant has been shifted to this grant cycle.

Attendance at National Trust Conference - Oct. 2-6, 2007. Thornes said there was no word yet on if the grant application was funded. Assuming the request is completely funded, we need to identify who is attending and submit registrations commencing June 1st. McCollough said yes. Bibby, Hexem, Carrie Van Buren all said no. Stephen will check. Thornes is planning to attend.

Extension for 2006/2007 Grant. The deadline for this grant has been extended from May until July 31.

Preserve America Project. A stakeholders meeting was held at Old City Hall on April 19th with a great turn-out. Doris Roden and Al Heuton have volunteered to help write the RFP to hire the consultants.

Walking Tour - University Week for Women - June 14th. We're a sell-out! All 20 slots have filled.

Carrie is helping trying to secure the transportation to and from the tour. Jerry is working on the final tour route & narrative. Gloria Kloster, 715 4th Street, has agreed to be the final stop for coffee & goodies.

2008 Budget Request. As of the date of this printing, still no word yet on city funding narrative directions. The deadline will probably be in June.

Schedule special meeting with City Manager – June 7th at 3:00 p.m.

SHPO Site Visit (April 26th) – McCollough and Thornes accompanied Jason Haug & Kate Divis on site visits on April 26th. Locations included Sterling Methodist Church, Pioneer Park Band Shell, 1302 6th Street, Old City Hall, Lunch, and Boever House for pictures.

Sterling Church - This quaint country church is located 10 miles north of Brookings on Old 77 is listed on the National Register of Historic Places. They would like to provide better accessibility to the main floor & basement. Kurt Cogswell, Chair of the Disability Committee, met us there to look at the project. The group reviewed all the options and provided the church representative with ideas that wouldn't endanger the NR listing and would provide access. The project, however, is not eligible for the Deadwood grant fund.

Historic Districts and Properties Updates.

University Residential District – National Register District

- Boardinghouse requests - A copy of the Commission's position statement from April 13, 2006 was provided to the members. Public hearings are scheduled for the May 8th City Council meeting for 2 boardinghouse requests, one of which is in the University District.

Individually Listed:

- Pioneer Park Band Shell – The State will prepare a national register nomination on the band shell. The State register listing has been approved.
- Beal House-1302 Sixth Street – The state office has reviewed the project and issued its final findings. The project is cleared to proceed.

Calendar/Announcements/Correspondence/Communications

May 19 Ag Heritage Museum Workshop

Meeting adjourned at 5:30 p.m.

Submitted by Shari Thornes

Brookings Historic Preservation Commission
June 7, 2007

A meeting of the Brookings Historic Preservation Commission was held on Thursday, June 7, 2007 at 3:00 p.m. in City Hall. Members present: Mary Bibby, Carrie Van Buren (arrived at 3:45 p.m.), Stephen Van Buren (arrived 4:00 p.m.), Wayne Hexem, and Jerry McCollough. Alice Pittman was absent. Shari Thornes, City Clerk, was also present.

Meeting with City Manager. Dennis Falken, Brookings City Manager, was invited to the meeting. Falken said he plans to meet with all this boards this year to ask how he can help and if there are any concerns. He noted that he may not have answers to all the questions today, but could get the information and return to the Commission.

McCollough reviewed a list of questions that the Commission has had in the past.

How does the City's Comprehensive Plan address the preservation of Brookings' historic character, especially historic districts? Falken said the City's 2020 Comprehensive Plan does have a section dedicated to historic preservation and historic districts.

Is there any policy that would address the preservation of entrances into the city - mature street trees, streetscapes, historic structures and signage? Falken responded that he is not familiar with all the details of the plan. There is reference in the plan to important community aesthetics which includes the trees and historic structures.

Is there any policy that addresses the importance of the Central Business District, and discourages peripheral commercial development which would weaken it? Falken said the Plan does specifically address the importance of the historic downtown, but doesn't discourage peripheral commercial development. He noted that the City is committed to reinvestment in the downtown and is planning to spend approximately \$3 million next year on a streetscape project.

What steps are being taken to address SDSU's impact on the adjacent Historic District: discouraging the demolition of historic structures, discouraging the conversion of single-family homes to boarding houses, encouraging the provision of low cost rentals elsewhere and coordinating SDSU's long range plans with those of the Comprehensive Plan? Falken said the City Council is currently working on a partnership plan with the University which will be completed this summer. He noted that the Students' Association has urged the university to

re-open the campus housing department and will be working on a rental “rating” program for students (i.e. one star, two stars, three stars).

McCollough recently attended a Board of Adjustment meeting at which a property owner wanted a variance on parking claiming a hardship. McCollough said a hardship should be viewed as something that prevents reasonable use of a property. Not receiving a parking space is not a hardship, but is driven by desire or economics. Falken said the City Council hears boardinghouse requests to increase from three unrelated people in a rental to four. Unfortunately the rules aren’t very strict and if the applicant meets the requirements, the Council doesn’t see how they could turn them down. Falken, the Mayor and other concerned individuals recently drove the entire town looking at problem areas. He said often times the problems aren’t with the landlords applying for permits, it’s the illegal ones that have too many kids in a house.

Is there code enforcement? Yes, but it’s mostly based on life safety issues during rental licensing inspections. Falken said it’s very difficult to prove if those landlords are in violation with too many tenants. The City Council held a goal setting meeting on June 5th and identified increased code enforcement as a goal for 2008.

Does the comprehensive plan identify areas for higher density housing? Are there any apartment building projects planned? Falken said the plan identifies locations for apartment, but there hasn’t been an apartment project for several years. The housing demand isn’t for apartments; students seem to want houses.

Can you help us address a concern that relates to enforcement of historic policies by city staff? There seems to be a lack of concern for historic preservation when addressing code enforcement issues such as demolition or building relocation: the demolition of two structures near SDSU last year, the removal of the Boever house on Sixth Street, and City staff members providing advice to the public on how to bypass historic preservation requirements. Falken said city staff are responsible to follow all city ordinances and policies. There may be a problem with city ordinances because no city permit or application is issued or required to move a structure outside of town. McCollough said the BHPC’s responsibility is to error on the side of projecting historic structures in town. Falken felt a lot of the problems can be addressed through improved communication.

(C. Van Buren arrived at 3:45 p.m.)

Agenda. The following items were added to the agenda: 07/08 Grant Agreement, 1332 Third Street, National Register inquiry from Justin Pitts, technical assistance inquiry from Mayor of Bushnell, SHPO Site visit, 06/07 Grant - \$10,000, Einspahr House adjacent to First Lutheran Church, Building in Right-of-Way request, paving alley in 800 block between 4th & 5th Streets. A motion was made by Bibby, seconded by S. Van Buren, to approve the agenda as amended. All present voted yes, motion carried.

Next monthly meeting. Thursday, July 12, 2007 at 5:00 p.m. (Van Buren will chair)

Mayor's Awards. Stephen did a very nice job with the presentation during the Council meeting. Three of the four winners were present.

Newsletter. Members were pleased with the product. No other comments.

National Trust Conference - Oct. 2-6, 2007. Preliminary programs were distributed to members. Attendance: McCollough (yes), Bibby (no), C. Van Buren (no), S. Van Buren (yes), Hexem (no), Pittman (??), Joanita Kant (??), Shari Thornes (yes).

Preserve America. Van Buren, Thornes and McCollough will meet on June 11th to discuss the project.

Walking Tour - University Week for Women - June 14th.

McCollough distributed copies of the "University Women's walking tour of Brookings Porches" tour brochure. The following is a list of the homes that will be viewed: **particular significance***

1. 727 Main Ave. Ivan Coble House *
2. 423 Eighth St. G. A. Mathews House *
3. 501 Eighth St. H. Fishback House *
4. 728 Sixth Avenue C.G. Peterson House *
5. 804 Sixth Avenue. W. A. Caldwell House *
6. 621 Eighth St.
7. 718 Seventh Ave.
8. 711 Seventh Ave.
9. 703 Seventh Ave.
10. 703 Seventh St.
11. 711 Seventh St.
12. 628 Eighth Ave.
13. 620 Eighth Ave.

14. 803 Eighth Ave.
(# 9 - 14 are a bridge between the finer examples)
15. 519 Eighth Ave. Parish House
16. 724 Fifth St. Louis and Sadie Skiff House *
17. 825 Fifth St. H.H. and Fannie Reeves House *
18. 824 Fifth St. Clarence and Frances West House *
19. 911 Fifth St. Edwin and Lillie Williams House *
20. 916 Fifth St.
21. 925 Fifth St. Edward Scott Lorimer House *
22. 928 Fifth St. Perry and Bessie Peterson House
23. 929 Fourth St. George and Elisa Sexauer House *
24. 903 Fourth St. Joseph and Elizabeth Catlett House *
25. 825 Fourth St. Dr. Alfred and Anna Hyde House *
26. 802 Fourth St.
27. 724 Fourth St.
28. 715 Fourth St. Dr. G.J. and Helen Collier House and garden tour. *

The garden tour at Marty and Gloria Kloster's home will include a silver tea and coffee service and a variety of cookies on silver platters. Jerry and his wife will provide Brussels lace table cloths over the normal cloth ones, and china cups and saucers that they brought from Czechoslovakia. Jerry's wife Faith will help serve. Tables and chairs are being donated by Donna Ramsay.

2008 Budget Request. Thornes reported that the new budget format will be distributed to department heads later this week. The deadline to have narratives and budget request done will be July 18th. Van Buren, Thornes and McCollough will meet on June 11th to review the budget.

Membership. Thornes announced that the Mayor is appointing Joanita Kant to the Commission on June 12th. She moved to Brookings last September. She has a strong background in historic preservation as the Executive Director of the Oscar Howe Museum and Executive Director of the Codington County Historical Society and its museums.

07/08 Grant Agreement. The State is fully funding the BHPC's request of \$17,040 with \$10,000 for Preserve America, Trust conference, newsletter, memberships & basic allocation of \$2000.

National Register Request - 1332 Third Street. SHPO received a call from the owners of this property expressing interest in a national register listing.

National Register Request – Rural Brookings. Thornes was contacted by Justin Pitts with interest in a national register listing and other technical assistance questions for his farm place south of Brookings. SHPO is working with him on this project.

Technical Assistance – Bushnell. Thornes was contacted by the Mayor of Bushnell about their town hall building. SHPO reviewed the site and found that the façade had completed changed and was not eligible for listing or funds.

SHPO Site Visit. SHPO staff is expected to be in the area in the near future. Members should notify Thornes if they know of any requests from property owners.

Remaining Grant Funds. Thornes reported that SHPO has asked if there were any other projects that the BHPC could use the remaining \$10,000 for. Suggestions included website or equipment. However, the project would have to be completed yet this summer and be matched. They need to know right away. Ideas from the members included band shell study, historic district signs, and barn program curriculum. A motion was made by Bibby, seconded by Hexem, to recommend using the \$10,000 to fund a structural preservation study of the Pioneer Park Band Shell. All present voted yes; motion carried.

Einspahr House. First Lutheran Church recently purchased the home next door to the east and will use it as a parsonage.

Building in Right-of-Way Request. Thornes updated the Commission that their statement from the May meeting has been prepared but hasn't gone to Council yet. The case is currently being appealed at the State Supreme Court.

Historic Districts and Properties Updates

Central Residential Historic District

- 915 6th Street - Tom Bozied applied to move a garage onto this site. Council action is required for a house moving within town. However the City didn't schedule for council action until the I.I.I review was completed (which just took a week) but it was too late; the owners had already torn down the garage.
- Paving alley in 800 block between 4th & 5th Streets – The city is currently looking to pave this alley. The question was raised if this was reviewable under I.I.I and it was determined not to be.

Commercial District

- DBI Report - Bibby attended for Pittman.
- The Streetscape moving forward for completion in 2008.

University Residential District

- Boardinghouse requests - The last request in the university district was approved.

Individually Listed

- Pioneer Park Band Shell - Plans are now on hold for the concrete pad in front of the band shell. Allyn Frerichs plans to recommend a full engineering study of the building and come up with an overall plan for repairs and restoration rather than doing this project now which may get in the way of future projects or not be highest in priority.
- Beal House-1302 Sixth Street - No word on its fate. Thornes said she is assuming that since it's still there, the owner is trying the professional cleaning option.

Calendar/Announcements/Correspondence/Communications

June 1 Online Registration for National Trust Conference & reserve lodging

June 14 Porch Tour / University Week for Women

October 2-6 National Trust Conference - St. Paul

SD History – Spring 2007

The Alliance Review – Mar/April 2007

SD Archaeology & Preservation Month

DBI Agenda – June 2007

Forum News – May/June 2007

Main Street News – April

Tentative July Agenda Items: Porch Tour evaluation, Budget, and Preserve America

Meeting adjourned at 4:50 p.m.

Submitted by Shari Thornes, Brookings City Clerk

Brookings Historic Preservation Commission
Thursday, September 6, 2007

A meeting of the Brookings Historic Preservation Commission was held on Thursday, September 6, 2007 at 4:00 p.m. in City Hall. Members present: Mary Bibby, Wayne Hexem, Jerry McCollough, Alice Pittman and Joanita Kant. Shari Thornes, City Clerk, was also present.

Chairperson McCollough called the meeting to order at 4:00 p.m.

New Member. Joanita Allen Kant was introduced and welcomed to the Commission.

Adoption of agenda. A motion was made by Bibby, seconded by Pittman, to approve the agenda.

Approval of minutes. It was noted that there wasn't a quorum for the August meeting. A motion was made by Bibby, seconded by Hexem, to approve the June 7, 2007 minutes. All present voted yes; motion carried.

Schedule next monthly meeting. **Wednesday, October 17th, at 4:00 p.m.**

Project & Issues Updates & Wrap-ups.

- ✓ **Membership.** Thornes announced that there are two vacancies on the Commission due to the recent resignations of Carrie and Stephen Van Buren. The Van Burens cited health and family issues as reasons for the resignations. Thornes is aggressive seeking replacements by calling potential members and mailing packets. Until the positions are filled the meeting quorum requirement will be three members.
- ✓ **National Trust Conference - Oct. 2-6, 2007.** McCollough and Thornes are attending this conference in St. Paul. Thornes reported that Doris Roden asked if the BHPC could fund her attendance to the conference. In light of this request, McCollough said he had reviewed the agenda and found there was little emphasis on downtowns and felt this wouldn't be the best conference for DBI to attend.
- ✓ **Preserve America Project.** Thornes and McCollough will meet with City officials to determine if the match components of the grant are feasible and will report back to the Commission in October.

- ✓ **2008 Budget.** The City Council will finalize the 2008 budget by October 1st.
- ✓ **Sign Ordinance.** The BHPC was provided with the draft revisions to the sign ordinance as presented to the Planning Commission by city staff. The proposal before the planning commission would not place any restrictions on animated signs.

McCollough served as the BHPC representative on the planning commission sign subcommittee. He noted that representatives of the sign company were involved in proposing the ordinance revisions which he felt constituted a conflict of interest. In his opinion, the subcommittee assigned to review the issue and make recommendations might well as not have met. There was not report that showed the subcommittee's discussion and the experience was very disappointing.

- ✓ **BHPC Website.** Thornes reported that the new BHPC website is progressing. Joanita offered to take pictures for the website.
- ✓ **2006/2007 Grant Closeout.** The grant was closed out and final documents were mailed to Pierre on August 24th.
- ✓ **State Historic Preservation Office Training Opportunities.** SHPO has offered to come to Brookings to provide member training on any preservation related topic.

Historic Districts and Properties Update.

Central Residential Historic District—National Register District

- ✓ **Boever House (6th Street & 7th Avenue).** The house has been lifted off the foundation and will be moved out of town sometime in September or October.

Commercial District –National Register District

- ✓ **417 Main Avenue** - Dr. Dennis Willard, building tenant, is interested in a façade restoration.
- ✓ **509 Main Avenue** – Owners of the Cottonwood Café (building tenant) are also interested in a façade restoration.
- ✓ **Downtown Streetscape Project**

- August 2nd - Met with all city officials & consultant on the project
- Another SHPO review of the project will be required since the scope of the project has changed.
- Sept 27 – Meeting with designers – Thornes will attend
- October: meetings on the plans
- November/December – finalize plans
- January 2008 - let bids & advertise
- Feb 12th - Open bids
- Feb 26th - Award bids
- Spring/Summer 08 do project

University Residential District – National Register District

- 728 6th Avenue – The owner has requested information on her house.

Individually Listed

- Pioneer Park Band Shell Report – The final report has been completed. Copies were provided to the State Preservation Office.
- Beal House-1302 Sixth Street – The owner has decided that the house is beyond repair and plans to remove it from the site.

Other

- 1118 3rd Street – A request for information from a person in Sweden

Calendar/Announcements/Correspondence/Communications

- October 2-6 National Trust Conference - St. Paul
- October 16-20 Traditional Building Exhibition & Conference – New Orleans
- SDHS Press (check-out)
- Forum Journal, Summer 2007 (check-out)
- Preservation, July/Aug 2007 (check-out)
- MainStreet News, May 2007
- MainStreet News, June 2007
- The Alliance Review, May-June 2007
- Forum News, July/Aug 2007
- Stephen Rogers, SHPO Office, is taking job with Park Service in Omaha.
- The City Council is interviewing candidates for city manager on November 5 & 6.

Tentative October Agenda Items:

- Preserve America

- Endangered Program
- Member Training
- Annual Report
- Report on Trust Conference
- Publicity

Meeting adjourned at 5:15 p.m.

Submitted by Shari Thornes

Brookings Historic Preservation Commission
Thursday, October 17, 2007

A meeting of the Brookings Historic Preservation Commission was held on Wednesday, October 17, 2007 at 4:00 p.m. in City Hall. Members present: Mary Bibby, Wayne Hexem, Jerry McCollough, Alice Pittman and Joanita Kant. Shari Thornes, City Clerk, was also present.

Chairperson McCollough called the meeting to order at 4:00 p.m.

Adoption of agenda. A motion was made by Bibby, seconded by Pittman, to approve the agenda. All present voted yes; motion carried.

Approval of minutes. A motion was made by Kant, seconded by Bibby, to approve the September 6th minutes. All present voted yes; motion carried.

Schedule next monthly meeting. **Wednesday, November 14th**

Sign Ordinance. Doris Roden, DBI Program Manager, was present to discuss the sign ordinance. She said the DBI Design Committee was not supportive of electronic message signs in the downtown area.

Roden also requested information on the process to establish a local district.

On October 11th, the Brookings City Council held a public hearing regarding changes to the sign ordinance. A copy of the proposed ordinances was provided to the BHPC members. Thornes noted that this was the same document the Commission reviewed at their September meeting.

Jerry McCollough submitted a letter on behalf of the BHPC which was provided to the City Council. He also attended the meeting and gave a brief statement.

Dick Peterson, Chair of the Sign Subcommittee, also attended the Council meeting offering an amendment to the plan which would essentially make these signs a “conditional use” and would require a public hearing and neighborhood input. That way each sign could be evaluated on a case-by-case basis.

The Council, after a long discussion, voted in a 4 to 3 measure to refer the ordinance back to the Planning Commission for reconsideration to include historic districts and institutional uses.

McCollough noted that the many issues related to these signs that need to be considered, that is why a public hearing on each request should be required. He has reviewed the proposal amendment and recommended BHPC concurrence.

Both McCollough and Thornes commented that they heard comments from many participants during the October 11th "Visioning Meeting" that more aesthetic controls were needed to protect the downtown, Sixth Street and historic neighborhoods.

ACTION: A motion was made by Bibby, seconded by Kant, to request the sign ordinance be amended to require these signs to be a conditional use as proposed by Dick Peterson and that BHPC be invited to attend the PC meetings.

Discussion: Hexem asked if the planning for the streetscape was tied into this project. He expressed concern about the level of investment the city and property owners will make downtown and the current sign ordinance is inconsistent with that investment. All present voted yes; motion carried.

Request for University Week for Women Tour in 2008. Barb Telkamp, representing the University Week for Women organization, has requested the BHPC provide another tour next year. Their event will be held July 9, 10 & 11, 2008. Thornes said she suggested morning tours to avoid the afternoon heat. It was also noted that these dates coincide with the National Alliance of Preservation Commissions conference in New Orleans. There was Commission consensus to offer a tour and McCollough will be in charge of the project.

Endangered Places Project.

Creation of a local Endangered Places listed was recommended by Pittman. Thornes provided the members with the National Trust example and recommended using the Trust's "11 Most Endangered Places" as a model.

Pittman said she thought the list should be a community-based nomination process and the BHPC shouldn't pick them all. Use of a press release and working with DBI and Preserve Brookings was recommended. Community voting on the city website was also suggested.

Previous list: Central Elementary, Boever house, Grain Elevator

Thornes will prepare some sample materials for the next meeting.

Report on the National Trust Conference.

Jerry McCollough and Thornes attended the National Trust Conference for Historic Preservation held in St. Paul, MN.

Thornes distributed a written report.

McCollough gave the following report:

Memo to: Brookings Historic Preservation Commission
From: Jerry McCollough
Re: National Preservation Conference – St. Paul
Date: October 12, 2007

Partners Day General Session – David Brown of “Preservation Nation” spoke on how we communicate. Suggested the possibility of putting together promotional videos to promote preservation of particular items such as signs, buildings, and streetscapes. Could create an on-line petition, with people sending in photos, stories. This would get ‘multiple-bangs’, not the ‘big bang’ – a virtual Town Square.

New technology will not compensate for weak content. The audience wants things simpler – present images, audio and video. Blogs can get responses in hours, not days or weeks. The Tomb of the Unknown Soldier was saved through introduction of Senate legislation that way – 2 days from alarm to legislation. In one instance people were asked to send in their choice of the most important historical site in the city. After the voting, the winner got a historical preservation grant based on public support.

One site is “Shop Main Street”, with information on what is available in each store. On the site it helps to have a joint National Trust button to push so people can tap that and engage with national information.

Marketing Matters – Eric Friedenwald-Fishman spoke on harnessing values-based marketing. For many people, preservation is not a priority. It is a nicety not a necessity. Emotion trumps data in historical relevance, so tell the story. Rather than talk about the building’s architectural structure, tell about what was happening during the era it was built, it’s builder, and the families that lived there and the struggles they faced at that time, in that environment.

For Brookings, this can be done for the walking tours – use narrative describing the conditions around and before the time of construction of the historic houses, when the frontier here was just becoming ‘civilized’ following the Indian Wars.

Preserve America Workshop – John Fowler, Exec. Dir., Advisory Council on Historic Preservation – There are now 522 communities with this program nationwide and another 130 in the pipeline. On July 12 the First Lady announced that the administration has asked for specific legislation for this program so it will not be just lumped under the National Historic Preservation Act. There are 8 Preserve America cities in Minnesota. The request this year is \$ 10 million (\$ 5 million last year).

Fred Meurer, City Mgr. of Monterey, Calif. - We understand the importance of culturally-based tourism. Preserving the city's history is to the whole community's best interest. One way to work with the private sector is to arrange for the motels to charge an extra .50 a night – build a fund this way for the cultural tourism program.

Wilson Martin, Utah – Have identified 5 heritage tourism items: events, lodgings, foods, locations, items. The heritage tourist wants locally produced food, and to participate in locally significant events. All the cultural organizations are linked together under this program. Gov't. and the business community must work together. The private sector drives it – gov't. helps with the work. Have certified 92 local governments.

For Brookings, two important points were made: a) focus on our unique heritage, which draws tourists from other states and nations; b) the private sector drives this. If we can pass the vision to the private sector, entrepreneurs will fill in the blanks with their business acumen.

Green Building Issues – Dan Korsten, Nat'l. Alliance of Preservation Commissions – We need to list the greenhouse gas emissions used in construction of the building, but this is hard to equate. [Note: This week the scientist who discovered “greenhouse gas emissions” stated that in his latest research he has found that he was wrong. The particular molecules he thought joined together to form this do not in fact produce those emissions. He will go back to his research]. New construction vs. rehabilitation has 1.5 times the impact on global warming. Constructing the building produces 20-30% of the energy used over a 100 yr. period.

Green building does not insure good design, but will green design last 100 years? So far, the buildings are not as efficient as planned. Technology is changing quickly, especially regarding windows. Be skeptical of new technology. Example: shingles made from recycled carpet are made in China, but that means two trips by ship across the ocean with the carpet - a tremendous use of energy! Local materials in construction mean less transportation impact (bricks, concrete, wood – not plastic or vinyl).

Historic buildings have already exceeded their expected life cycle. The life cycle of many new materials is very short. Reduction of life-style is the best thing we can do in conservation. If properly maintained, historic buildings will last for centuries. Maintenance is preservation.

Chris Bonham, architect – Spoke on LEED (Leadership in Energy and Environmental Design) – This is a program for reducing energy in construction. The criteria for new construction/major renovation is that less than 50 % of the occupants remain in the building during construction. There are no Federal

Tax Credits in place for LEED certification. The only benefit is the “feather” in your cap for having created more efficiency.

The most energy efficient buildings were built between 1910 -1916. The least efficient were in the 1950s (size and type of windows especially). This argues for wood window restoration. Historic buildings are already “green” – they are the greenest, even compared with new construction. In houses, 14% of the energy expended is from appliances which are plugged in but not used, like a toaster. [Note: This is nonsense. Electricity doesn’t just leak out!].

How easy is it to make building built between 1950 and 1990 energy efficient? Change to geo-thermal heating, replace windows. Remember to not eliminate culture in sustaining our quality of life.

Paul Trudeau, Cambridge, Mass. – Preserving old windows has advantages – craftsmanship, aesthetics, original materials & fabrics, they can be repaired – replacement windows (vinyl) can’t. The warranty of replacement windows is 5-20 years, whereas wood windows last for many decades. Most of the heat loss is through the attic, not the windows. A single pane window with storm window will offset energy loss. Infiltration of air is the culprit in heat loss. The air space is the best insulation – 1”-2” in storm windows, 1/32 – 1/16” in replacement windows.

For Brookings, those concerned with environmental preservation can be proud that so much of our housing resource is made up of buildings constructed prior to the 1950s. Energy efficiency has been a prime concern here, historically, primarily because of our harsh winters. Our historic districts are valuable resources as a pool of energy efficient housing.

Preserving the Recent Past – Jeanne Lambin – The resources built after WWII make up the bulk of our built environment. Know your own history – it keeps happening: In 1966 they thought that anything built after 1916 was too recent; in 1990 anything after 1954 was too recent. What is the end result? Do we educate the public, survey resources, designate specific properties, and establish guidelines? In Phoenix, N.J. they have one book which includes a photo survey, design guidelines, and a history of the area. National Register Bulletin # 22 is a good model on how to handle some of these issues.

For Brookings, as we prepare a housing inventory we should include all housing. There are unique periods represented, including pre and post war styles. In the future some of the housing we see today as normal will represent this unique era. It would be helpful to tie the inventory to County Assessor’s data so that information can be retrieved by such information as: age, size, number of bedrooms, garage, and style.

Preservation Law – Gerald Caden, Harvard School of Design – The KELO case dealt with eminent domain for economic purposes. This stimulated the private property rights movement which led to Proposition 207 (financial compensation for reduction of rights). A new initiative is overturning 207, allowing the government to capture the increased value as a result of Historic Designation. It creates a

mess. For KELO the excitement is simmering. Over 33 states have enacted legislation saying, “Government may not enact eminent domain for economic purposes”. Presently eminent domain is fair compensation (willing buyer, willing seller, providing fair market value purchase, or provide similar property, with the gov’t. paying all relocation costs).

Regulatory taking – there are 4: a) Lucas vs. Florida test – if gov’t. regulations wipe you out, in almost all cases it is a taking; b) Penn Central case – what is the effect on the claimant? – an ad hoc case by case test; c) Physical invasion; d) Ad Hoc stick test – taking pieces of the property; e) Calif. test – if the regulation is irrational (Ringol vs. Chevron). The court looks at the parcel as a whole – the air above as well as the land below; therefore, the air development rights could be transferred to adjacent properties, so the developer didn’t really lose invested equity. The question is posed, “What were the investment expectations in the beginning?”

For Brookings, this addresses issues such as the effect of zoning on property rights; i.e., does the present zoning map accurately represent the public’s expectation of the character of their neighborhood? If a person buys in a neighborhood of primarily single-family homes, yet the zoning permits conversions to such things as multi-family and boarding houses, what protections can they expect (since individuals wanting to create multi-family and boarding houses may expect to reap a profit in an investment in those uses in that neighborhood.)

One usual public response is to periodically review the zoning map to update it so that the current use character of neighborhoods is preserved – regular Existing Land Use mapping (at a minimum every 10 years) so that the City Council can institute city-wide zoning updates to reflect current quality of life expectations. [Brookings’ Zoning map has not been updated since the 1960s; hence, issues such as boarding houses in neighborhoods characterized by single-family residences.]

Beijing: Balanced Approach to Urban Planning – Miss Fung, Director of Design for Beijing – The Olympic design was based on mountain and water spirits. China had to promise \$ 14 million for infrastructure, plus \$ 16 million to improve the environment. The shortage of land and water was a challenge. The city design was all planned on vertically-observed patterns [what you’d see looking straight down from the air] - spine, woof and warp of street systems, geometric patterns, rather than looking at uses, physical features, flow of people, vehicles, goods and services.

They turned attractive streets and neighborhoods into sterile industrial environments with wide, 8 lane streets rather than intimate tree-lined boulevards. They threw themselves headlong into “progress”, making Beijing an unfriendly environment for pedestrians and shopping in the new areas. They relocated 600,000 people to make this happen. They build groups of ultra-modern high-rise office and apartment buildings (complexes which are not occupied, nor have windows or doors installed) with no particular Chinese character.

It is as if they used 1950s style “new town” design for housing – all physical – no social, recreational or economic component. It is an engineering, not a planning solution; however, they forgot the utility component, so there is no sewer or water provided to the newly built areas(!). She said that the environment has been improved; however, it is like George Orwell’s “1984” – cold, sterile, with little greenspace, landscaping, individuality. Actually, it is like the Stalinist architecture of Eastern Europe.

For Brookings, as we look at long-range issues it is important to emphasize a livable environment rather than focusing on broad ‘unit per acre’ standards which may not be applicable to all neighborhoods. Also, street trees and open space need to be integrated into residential areas, with less asphalt and a pedestrian-friendly atmosphere.

Dealing with Demolition – Roxanne Eflund – The consequence of demolition is permanent. We need ordinances that would prevent demolition. Need cooperation with the Inspections Dept. neighborhoods are watchdogs. There at least needs to be a delay, interim protection, moratoria to prevent it while time is allowed for debate and discussion. Moratoria for preservation purposes have been generally upheld in court cases – based on duration and scope (not indefinitely). According to the Supreme Court, this avoids rushing through the discussion phase or prohibiting it altogether.

Demolition review, regardless of significance, is a “stop, look and listen” process. Choose the properties that will be addressed: specific dates of construction, specific area, resource type, if it has been included in an historic survey.

For Brookings, greater coordination and cooperation between preservationists and inspections officials is needed, as well as a unified understanding of the importance of preservation of our historic structures.

Community Restoration & Revitalization Act of 2007. A motion was made by Bibby, seconded by Kant, to send a letter to Congresswoman Stephanie Herseth Sandlin thanking her co-sponsorship of HR1043. All present voted yes; motion carried. A motion was made by Pittman, seconded by Bibby, to send letters to Senators Thune and Johnson requesting their support and co-sponsorship of S.584. All present voted yes; motion carried.

Boardinghouse Requests Updates:

Summary of recent requests:

- Sept. 11th 1209 2nd Street Request – The City Council overturned the planning commission and voted down the request in a 5/2 vote.
- Sept. 11th REFERRED TO PLANNING COMMISSION. At that same meeting the City Council made an additional motion to refer the issue of Impact of Boardinghouses in general to the Planning Commission and to further instructed them to evaluate all permitted uses within all residential zones. The Planning Commission has not discussed this issue yet.

- October 11th 1010 1st Street Request – The City Council turned down the request in a 4/3 vote.

Preserve America. Thornes reported that she submitted a progress report to the National Park Service and requested a one year time extension and the ability to make changes to the match allocations. She also is in contact with the State about a combined project.

Membership. No applications have been submitted to date.

Central Residential Historic District—National Register District:

- **Central Elementary** – SHPO staff and I will be meeting with the building owner and his architect on October 15th to review the proposed project.

Commercial District –National Register District

- **Streetscape Project.** SHPO staff will be here on Oct. 25th & 26th to attend a design meeting and provide input on the plan.
- **Nick’s.** The owner of Nick’s Hamburgers on Main Avenue is requesting permission to create a drive-through on the south side of the building that would exit onto Main Avenue. This issue is going before the planning commission.
- **DBI Report.** Pittman noted that the meeting time has changed to 8:00 a.m. and that time isn’t going to work for her. McCollough offered to attend the meeting. 8 am

Calendar/Announcements/Correspondence/Communications

- October 16-20, 2007 Traditional Building Exhibition & Conference – New Orleans
- December 6, 2007 Mayor’s Christmas Party
- July 10-13, 2008 National Alliance of Preservation Commissions – New Orleans
- Oct. 21-25, 2008 National Trust for Historic Preservation Annual Conference, Tulsa, OK
- Oct. 13-17, 2009 National Trust for Historic Preservation Annual Conf – Nashville, TN
- Oct. 26-30, 2010 National Trust for Historic Preservation Annual Conf – Austin, TX
- Vision 2020 Plans (Handout)
- MainStreet News, Sept 07
- Common Ground, Fall 07
- DBI Agenda, Oct 07

Meeting adjourned at 5:42 p.m.

Submitted by Shari Thornes

Brookings Historic Preservation Commission
Wednesday, December 12, 2007

A meeting of the Brookings Historic Preservation Commission was held on Wednesday, December 12, 2007 at 4:00 p.m. in City Hall. Members present: Mary Bibby, Wayne Hexem, Jerry McCollough, Alice Pittman and Joanita Kant. Shari Thornes, City Clerk, was also present.

Chairperson McCollough called the meeting to order at 4:00 p.m.

Adoption of agenda. A motion was made by Bibby, seconded by Pittman, to approve the agenda. All present voted yes; motion carried.

Approval of minutes. A motion was made by Kant, seconded by Pittman, to approve the October 17th minutes. All present voted yes; motion carried.

Schedule next monthly meeting. **Thursday, January 10th at 4:00 p.m.**

Annual Reports.

- City Annual Report Deadline is February 15th to the City Clerk
- State Annual Report Deadline is end of February

Photo Inventory. McCollough brought forward an idea to conduct a photo inventory of all older parts of town to identify style, materials, and period as a potential Commission project for consideration.

Kant commented that she had previously volunteered to take pictures if provided with a list of addresses.

Better defining the scope, method and potential cost of the project was discussed. Thornes felt the preferred medium of the SHPO would be digital over film, but this would need to be confirmed.

Hexem noted that former BHPC member Stephen Van Buren had suggested this project and had planned to use high school students and interns. McCollough will visit with Van Buren to see what he has done on the project.

Thornes said the city was surveyed in 1985 and 1986 under old Park Service parameters and that information was not very useful and needs updating.

Coordinating with the Director of Equalization on what information is available in their database was recommended.

SDSU Master Plan Committee. McCollough was recently contacted to serve on an ad hoc master plan committee for SDSU. He has attended one meeting and found it very helpful and interesting to understand the University's future plans. In that meeting, SDSU officials said they have no plans to expand west of 9th Street or south of 8th Street. Their focus is to the south and east behind the former Economart. Another issue is shifting the focus of traffic away from the 6th Street and Medary Avenue campus access and would like to see more traffic directed to the 22nd Avenue North and west to the Performing Arts Center. SDSU officials also emphasized the importance of the campus history and adjacent historic neighborhoods. He noted that the Horse Barn is not on the plan. When this was pointed out, SDSU officials said it would be put into the plan to be reconditioned and maintained. There was a strong historic preservation emphasis and neighborhoods emphasis in the discussions. Officials are also interested in drawing the students back closer to the university. Additional meetings are planned. Riding trails linking the community were discussed. Additional married student housing is planned near Harding Hall. There are also efforts to retain the campus green space. No multi-level parking garages are planned.

Formation of nominating committee for January election of officers. Bibby and Pittman agreed to serve as the nominating committee.

Animated Sign Ordinance. The Commission reviewed the overlay district proposal presented to the Planning Commission as an alternative to Dick Peterson's proposal, which was endorsed by both DBI and BHPC.

McCollough was concerned that city planning staff had created an overlay zone for downtown to avoid the use of public hearings under the conditional use proposal of Mr. Peterson. Staff cited 30-45 days for that process was too much of a delay. Now a quasi-preservation design review has been drafted with an overlay district.

Members questioned if the Planning Commission was the appropriate entity to make design review decisions on what is historically appropriate in the downtown. The DBI Design Committee would be a better fit.

The BHPC reviewed the voluntary "Downtown Brookings Design and Maintenance Guidelines" and found them very vague and it would not provide an enforcement official with enough guidance to make informed decisions, rather discretionary review. The process appears to lie with one individual who makes all the decisions which may not to be best way. It seems to be an end run around the BHPC and McCollough has not seen it done this way in any other community.

The BHPC must provide their input to the planning department by Dec. 21st in order to be included in the Planning Commission's January 8th agenda packet.

A special meeting was scheduled for Friday, December 14th at noon, for the purpose of preparing a position statement on the Planning Commission's overlay district proposal.

Boardinghouse Requests. The City Council recently overturned a boarding house request which was approved by the Planning Commission in a 6/1 vote. Council members presented their positions and they asked staff to draft an ordinance to eliminate boardinghouses. Any existing designations would continue as “non-conforming uses.”

Preserve America. No report.

Endangered Places Project. Thornes drafted an application, a process and a list of questions to review. Discussion on this topic was postponed for a later date.

Commission Membership. Two new members will be joining the BHPC on January 1st: Pat Powers and Dennis Willert.

S.584-Community Restoration & Revitalization Act. McCollough received a letter from Senator Tim Johnson thanking the BHPC for contacting him on S.584 and he now has agreed to co-sponsor the bill.

Central Residential Historic District—National Register District

- Central Elementary Museum – No report.
- Proposed Courthouse Addition – The County Commission has voted to move forward with a new building on the northwest corner of the Courthouse lawn. Thornes noted that this project will be reviewable under state law (11.1).
- Community Cultural Center (former Carnegie Library) – The Center is owned by the city and there is interest in installing historically appropriate storm windows and repairing the clay tile roof. Thornes will work with state and city staff to facilitate this project.

Commercial District –National Register District

- Streetscape Project – The City Council voted to continue to move forward with the streetscape project. Council review and action of the final bids in February will be necessary to complete the project.
- DBI Report – Due to the change in meeting times, Pittman will no longer be able to attend the monthly DBI Directors meeting. Thornes noted that one of the new members is on the DBI board of directors and may be willing to keep the BHPC updated.

Calendar

- June 21-28, 2008 Preservation Leadership Training – Portland, Maine
- July 9-11, 2008 University Week for Women (tours)

- July 10-13, 2008 National Alliance of Preservation Commissions – New Orleans
- Oct. 21-25, 2008 National Trust for Historic Preservation Annual Conference, Tulsa, OK
- Oct. 13-17, 2009 National Trust for Historic Preservation Annual Conf – Nashville, TN
- Oct. 26-30, 2010 National Trust for Historic Preservation Annual Conf – Austin, TX

Correspondence/Communications

- SD History Notes (fall/winter 07)
 - MainStreet News, Oct 07
 - Forum News, Nov/Dec 07
- “Threatened Treasures: Creating Lists of Endangered Historic Places”
- New publications available to check out:
 - “Preservation” Nov/Dec 07
 - “SD History” Summer 07
 - “Forum Journal” Fall 07
 - “The Politics of Historic Districts: A Primer for Grassroots Preservation”
 - “A Self-Assessment Guide for Local Preservation Commissions”
 - “Basic Preservation”
 - “Reviewing New Construction Projects in Historic Areas”
 - “Partners in Preservation: Institutions of Higher Education”
 - “Share Your Heritage: Cultural Heritage Tourism Success Stories”
 - “Stories Across America: Opportunities for Rural Tourism”
 - “Protecting Older Neighborhoods Through Conservation District Programs”
 - “Building Codes and Historic Buildings”
 - “Strategies for the Stewardship and Active Use of Older and Historic Religious Properties”

Announcements:

- Jeff Weldon, City Manager, started on December 12th.
- The City Clerk’s office was funded to hire an additional staff person. That position will be filled in January.

Tentative January Agenda Items:

- Review of Grants & Annual Goal Setting
- Election of Officers
- Annual Reports
- Training/Orientation
- Housing Study Results
- Courthouse

Meeting adjourned at 7:00 p.m.

Submitted by Shari Thornes

Brookings Historic Preservation Commission
Friday, December 14, 2007

A special meeting of the Brookings Historic Preservation Commission was held on Friday, December 14, 2007 at noon in City Hall. Members present: Mary Bibby, Jerry McCollough, Alice Pittman and Joanita Kant. Wayne Hexem was absent. Shari Thornes, City Clerk, was also present.

Chairperson McCollough called the meeting to order at noon.

Overlay District-Downtown. The BHPC reviewed the following draft proposal.

SECTION 94 – 165 OVERLAY DISTRICT

(a) Intent

This district is intended to provide both developing and redeveloping areas with special standards to protect and enhance the unique features of the area. It is not intended that these regulations interfere with, abrogate or annul any other rules or regulations of this title; except that if the overlay district imposes a greater restriction than the underlying zoning district regulations, the overlay district regulations shall control.

(b) *Scope of regulations.*

The regulations set forth in this chapter or set forth elsewhere in this title when referred to in this chapter are the district regulations in the overlay district.

(c) *Boundaries of districts.*

The boundaries of each overlay district are shown upon a map that is made a part of each overlay district by reference. That part of each map designating the title and boundaries shall have the same force and effect as if they were all fully set forth herein.

(d) *Uses permitted.*

A building or premises may be used for the purposes permitted in the underlying zoning district provided it is in conformity with the conditions required in the overlay district.

(e) *Accessory uses.*

Accessory uses and buildings permitted are accessory buildings and uses customarily incident to any of the permitted uses in the underlying zoning district that are not prohibited by the overlying district.

(f) *Parking regulations.*

All parking, loading and stacking shall be regulated by the underlying zoning district and in conformance with the provisions of the overlying district.

(g) *Sign regulations.*

Signs shall be regulated in conformance with Division 5., Signs, and any regulations imposed by the overlying district.(h) *Density, area, yard and height regulations.*

Density, area, yard and height regulations shall be regulated in conformance with Section 94-131 and any regulations imposed by the overlying district.

(i) *Overlay district enumerated.*

The overlay district adopted by the City of Brookings shall be as enumerated below:

Section 94-165.1 Brookings Historic Commercial District.

(1) Legal Description:

- a. East ½, Fourth Railroad Addition
- b. W100' of lots 1 and 2; W80' of lot 3, Block 1, Original Plat Addition
- c. Lots 1-14, Block 2, Original Plat Addition
- d. Lots 1-17 and lot A and the N15' of the E93' of lot 18, Block 3, Original Plat Addition
- e. E119' of lot 1, all of lots 2-14, Block 6, Original Plat Addition
- f. Lots 1-13 and the W81.5' of lot 14, Block 7, Original Plat Addition
- g. Lot D, Railroad Addition
- h. Lots 8, 9, and 10, Block 13, Second Addition
- i. S5' of lot 7, all of lots 8-14, Block 14, Second Addition
- j. E1/2, Temple Block Addition

(2) *Boundaries:* The district boundaries shall include all properties within the boundaries identified in the 1999 Historic Preservation Plan as defined by section 94-165.1.(1).

(3) *Intent:* It is the intent of these regulations to protect the historic portion of the Central Business District and to enhance the visual character of the district by promoting historically compatible design features of all signs. Compatibility calls for signs to mirror the scale of the original building, be placed so as not to obscure prominent building details and contain features that are appropriate to the original historic character of the building and area. The Downtown Brookings Design and Maintenance Guidelines is available as a tool for anyone (property owners, tenants, contractors, Realtors®, design professionals) planning a change that will affect historic resources within the district.

This district also recognizes that the overall context of the historic district includes variations, and is intended to allow both flexibility and creativity in devising compatible design solutions. Therefore, it is the city's intent to encourage new signage and the renovation of existing signage that is substantially consistent with the goals and objectives of this section.

(4) *Standards:*

Signage. The size, location, and readability of signs for private businesses should be orientated toward pedestrian and/or vehicular traffic. Signs can be located

• under the storefront cornice (*Sign Board/Fascia: A horizontal panel either of wood or an inset brick wall located immediately below the cornice. It is usually an ideal location to place a sign.*)

- painted on the glass
- on the side of the building
- projecting from the building
- on the awning valance or return
- on the canopy fascia

NOTE: Check Trust & NMSC documents re: signs

- (a) Signs should be designed to be compatible with the buildings that support them, with appropriately scaled signable areas coordinated with the building design, and should respect the existing architectural design elements of the building. Building exteriors should not be remodeled for the principal purpose of accommodating signage. The Downtown Brookings Design and Maintenance Guidelines is available as a tool for anyone (property owners, tenants, contractors, Realtors®, design professionals) planning a change that will affect historic resources within the district.

(b) Signage regulations in the Brookings Historic Commercial District

I. Types of signs permitted

a. Building

Awning (canvas fabric only)

Building marker

Canopy (canvas fabric only)

Identification

Marquee

Projecting

Suspended

Wall, painted wall

Window

b. Miscellaneous

Flag
Temporary
Portable
Outdoor menu board

c. Types of signs not permitted

Roof
Electronic Message Displays,

2. Sign Area maximum

The maximum sign area permitted shall not exceed one square foot of signage per lineal foot of total street frontage (25sqft?) or 20 % of any wall area which the sign is attached to, whichever is less. This needs to be further considered. The current ordinance does not impose a maximum area.

3. Additional Regulations

Building marker maximum size of 4 square feet; 1/building

Awning, canopy, marquee

minimum clearance of 8 feet above sidewalk and 2 feet from curb

Suspended minimum clearance of 8 feet above sidewalk; 1 per entrance

Projecting maximum size of 24 square feet; minimum clearance of 10 feet above sidewalk and 2 feet from curb; 1/building face

4. Illumination Characteristics

Permitted types

External Illumination
Internal Illumination

Neon
Non-illuminated

5. Signs Allowed in Public Right-of-Way

Public signs erected by City of Brookings
Informational signs by public utility
Awning, canopy, marquee, projecting and suspended signs
Portable signs
Flag
Outdoor Menu Board
Welcoming and Event Banners

ACTION: A motion was made by Bibby, seconded by Kant, to provide the following statement to the Planning Commission with copies to the City Manager, DBI, and State Preservation Office.

“The Brookings Historic Preservation Commission has reviewed and discussed the proposal presented to the Planning Commission as an alternative to Dick Peterson’s proposal, endorsed by both DBI and BHPC, and has the following comments:

- A. Since the proposed overlay district recommends the prohibition of animated signs in the Historic Downtown, rather than classify them as a Conditional Use the simplest solution would be to prohibit animated signs in the National Register of Historic Places Brookings Commercial Historic District.
- B. The proposed overlay zoning district is an alternative to requiring a public hearing for animated signs in the Historic Downtown. The Planning Commission’s objection to a hearing seems to be both the "time delay" for sign approval, and the argument that the law does not allow a hearing requirement for an "accessory use.” However, the BHPC believes this proposal of an overlay district will not lessen a time delay, but instead could make it even longer. The BHPC is concerned about time delays and feels this process must be researched and streamlined for the business owners.
- C. The proposed overlay zoning district presented by the Planning staff includes Historic Design Criteria which require subjective judgment in their enforcement relating to "compatibility" and "appropriateness.” The proposal eliminates animated signs in the Historic Downtown, therefore avoiding the concerns in (B) above; however, it adds the necessity for (1) a time delay in sign approval for all other signs because, (2) some appropriate body other than a staff enforcement official is needed to make the subjective judgments regarding "compatibility" and "appropriateness".

- D. Downtown Brookings, Inc.'s (DBI) evaluation of the proposal suggests a number of good amendments to the proposal; however, their suggestion relating to the "compatibility" and "appropriateness" issue is to reference the "Design and Maintenance Guidelines" prepared for the downtown.
- E. The "Design and Maintenance Guidelines" state on p. 3, "..(this) is intended to be used as a voluntary, rather than a mandatory, document." Also, "The guidelines cannot be written in the complexity and foresight required to cover all situations that are likely to be experienced in the BCHD." **These indicate that some proper body will be needed to make the subjective judgments regarding specific sign proposals.**
- F. If, in removing animated signs from permission in the Historic Downtown, the overlay district makes it necessary to review all other signs in the downtown for "compatibility" and "appropriateness," then the "Design and Maintenance Guidelines" may be used for guidance but not for specific enforcement without some subjective review.
- G. The BHPC understands that overlay zones can be a tool for community development and the preservation of historic resources. However, there has not been adequate time to provide the appropriate analysis for the scope of impact that this proposed overlay zone is likely to have on our downtown.

The following motion was unanimously passed by the BHPC at its December 14, 2007 special meeting, along with the above supporting comments:

"The Brookings Historic Preservation Commission has reviewed the provisions of the overlay district proposed by the city planning staff to address the animated sign issue, as well as the suggested amendments proposed by DBI.

The BHPC restates that since the proposed overlay district recommends the prohibition of animated signs in the Historic Downtown, rather than classify them as a Conditional Use the simplest solution would be to prohibit animated signs in the National Register of Historic Places Brookings Commercial Historic District.

The BHPC concurs with the suggested amendments proposed by DBI; however, since there is a requirement for evaluating such subjective judgments as 'compatibility' and 'appropriateness,' it is felt that there is the necessity for the establishment of some evaluative body to review the sign requests in the Brookings Commercial Historic District.

To that end, the BHPC recommends that a design review committee be established with membership from the disciplines as listed in the National Preservation Act Amendment of 1980 to make such evaluations. The BHPC suggests that the appropriate body would be the Downtown Brookings Inc. Design Review Committee."

All present voted YES, motion carried.

Meeting adjourned at 1:00 p.m.

Submitted by Shari Thornes

2007 Workshop Project

Downtown Brookings Inc.

Doors Open Brookings

The Doors Open Brookings event, April 27 and 28, 2007, was held throughout Brookings downtown featuring a flea market, antique appraisal, preservation workshops, garden talks, activities for kids, entertainment, food and prizes.

The BHPC financially co-sponsored one of the instructional workshops – Gardening for Historic Homes. The BHPC provided \$100 for advertising costs. Over 2,000 attended the 2 day event with 20-25 stopping in for the workshop.

An advertising flyer is enclosed.

Insert

City of Brookings

SDCL 1-19A-11.1 Internal Notification and Review Process

1. Building plans or a permit request are submitted to the City Engineer's Office (i.e. Building Officials, Board of Adjustment request and Planning Commission action).
2. Determine Location.
City Engineering contacts the City Clerk to determine if the project or action is located within or adjacent to the following properties or areas. The Brookings Historic Preservation Commission will provide an updated listing of Brookings sites.
 - A. National Register of Historic Places District.
 - B. National Register of Historic Places individually listed property.
 - C. State Register of Historic Places individually listed property.
3. Determine if project/action requires review process.
According to the State Historic Preservation Office, the following projects and/or action would require an 11.1 review. When in doubt about project impact the State Historic Preservation Office will offer advice prior to official notification.
 - A. Rezoning.
 - B. Moving permit.
 - C. Demolition permit.
 - D. Major alteration of structure owned by state or local government to include school districts (ie. building permits)
 - E. Municipally funded activity (ie. street widening, park, street lights)
4. Notify State Historic Preservation Office.
The City Manager notifies the State Historic Preservation Office of the proposed project or action. The City Clerk is responsible to meet with the owner to obtain the following information for the notification.
 - A. Basic description of the action and/or project.
 - B. Perceived impact on the historic district or structure (adverse or no effect).
 - C. If the impact is recognized as potentially adverse explain why this action is necessary.
 - D. Provide all alternatives considered and rejected.
 - E. Photographs of the site and surrounding historic resources.

F. Any plans, drawings, etc.

Jay Vogt
State Historic Preservation
Officer
900 Governor's Drive
Pierre, SD 57501-2217
(605) 773-6005 phone
(605) 773-6041 fax

5. Notify Brookings Historic Preservation Commission.
The City Manager's Office will provide a copy of the state notification to the Brookings Historic Preservation Commission. To expedite the process, the Manager will request official comment from the Brookings Historic Preservation Commission at their next regularly scheduled meeting provided the State requests comment.

6. State Response.
The State Historic Preservation Office is required to respond within 10 days of notification with the following response options.

1. No effect – review is completed.
2. No response – review is completed.
3. Request for additional information.
4. Adverse effect.

7. Determination of Adverse Effect.
The City will be obligated to file a full or abbreviated Case Report with State Office. The City Manager's Office, working with all appropriate departments, will complete the Case Report. Please refer to the "Guidelines for the Preparation of Historic Preservation Case Reports" to prepare the Case Report.

Please note the local Preservation Commission's official comment is required in the case report. A public hearing may be required.

8. State Response (within 10 days).
State issues determination on Case Report.
A. State considers all factors to be addressed, the project may proceed as described in the Case Report. review completed

B. State considers all factors have not been addressed and requires the Case Report be revised and resubmitted.

9. Review Completed.

The City may take action on the proposed project or action at the completion of the review process.

A. Take action on building permit application.

B. Place item on Planning Commission agenda (rezoning). Present review information to Planning Commission

Brookings Historic Preservation Commission
Endangered Places Project

Names

“Most Endangered Sites” List

“10 To Save” List

Choosing a number....

- Depends on the goal. If trying to save all on the list, then pick a smaller number. If just want to call attention to widespread threats, pick a larger number.

- Many don't have numbers - Depends on the demand, nominations, and project challenges

Purpose

The Most Endangered Sites List is designed to spotlight historic sites and buildings that face imminent danger through demolition, neglect, or inappropriate public policy. Through this program the Brookings Historic Preservation Commission seeks favorable outcomes that can be achieved through restoration or creative re-use.

Possible Goals/Outcomes

- 1) Saving historic resources
 - Draw attention to the fate of historic resources
 - Enhance and possibly mobilize a grass-roots effort to save
 - Generate legislative support for preservation activities
 - Bring preservation efforts to attention of the media, local governing body and citizens
 - Helps put a “face” on preservation and make more approachable, understandable and appealing to the general public

- 2) Publicity
 - Also effective way to generate publicity for BHPC and its other programs

- 3) Advocacy
 - Helps focus the Commission's and concerned citizens' efforts on manageable number of historic resources to save
 - The list is an opportunity to reflect the Commission and community's preservation goals in a concrete way (picture worth 1000...)
 - Can generate interest on a statewide, regional or national level.

- 4) Education
 - The List can educate public about preservation. Helps people understand that preservation isn't only about the landmark sites.
 - Powerful messages through visual images via the web, pictures, and video.

Process

- Fair process for soliciting and judging that seeks to represent all constituents.
- Must conduct the “back-story” research
- Publicize the nominations
- Use ranking sheet? (See Page 9 of booklet for example)
- **See page 23 – 24 – Dos & Don’ts**
- Sites remain on the Most Endangered list until they’re declared safe or no longer in immediate danger.?

Possible Criteria

1. Historic Significance

2. Threat
 - Abandonment
 - Neglect (lack of maintenance)
 - Insufficient Funds
 - Deterioration
 - Inappropriate Development
 - Public Policy
 - Sprawl

3. Urgency

4. Potential Solutions

5. Extent to which the listing will help the endangered resource.

DRAFT APPLICATION
“2008 Most Endangered Sites List”

BROOKINGS HISTORIC PRESERVATION COMMISSION
BROOKINGS, SD

1. Name of property: _____
2. Address/Location: _____
3. Is property located within city limits? _____
(if no, refer to Preserve SD organization)
4. Owner of property: _____
5. Owner's Address: _____
6. Type of ownership: Public Private
7. Nominator's Name: _____

Address: _____

Phone Numbers _____

Email: _____
8. Current designation status of property:
 National Register of Historic Places
 State Register of Historic Places
 Local designation
 Other designations (please list)
9. Signature Required: _____

(Name)(date)

On a separate sheet of paper, please answer all the questions listed on the next page as completely as possible. Mark all materials clearly with the names of the nomination and owner. Nominations and materials will not be returned.

Questions? Calls 605-697-8641 or email sthornes@cityofbrookings.org.

Mail nomination packet by _____, 2008 to:

“2008 Most Endangered Sites List”
Brookings Historic Preservation Commission
311 Third Avenue
City Hall, PO Box 270
Brookings, SD 57006

“2008 Most Endangered Sites List”
Brookings Historic Preservation Commission
Brookings, SD

Questions:

1. Please describe the property’s current condition.
2. Historic date of the property.
3. Why is this property significant?
4. What is the threat to the property?
5. How can the threat be eliminated?
6. Is there any opposition to the preservation of this property?
7. How would listing this property on the “Most Endangered Sites List” help?
8. Other than listing this property as endangered, what can the Brookings Historic Preservation Commission do to alleviate the threat?
9. Provide any additional comments/recommendations.
10. List other local persons, organizations or groups who would also support the nomination.
11. Please provide names, titles and telephone numbers of appropriate contacts.

12. Supporting material enclosed:
- a. () photographs (required)
 - b. () slides
 - c. () articles
 - d. () printed materials
 - e. () Other (please specify)

Report on National Trust For Historic Preservation Conference

October 2-6, 2007

St. Paul, MN

Shari Thornes, Brookings City Clerk

October 14, 2007

Overall observations

- Attended Oct. 3-5, 2007 (Wednesday through Friday noon)
- Never attended a Trust conference before.
- Felt the educational, class-room & lecture offerings were limited in number and variety. Those that I attended were not in depth or what I expected based on the descriptions.
- Felt the field sessions were not terribly helpful either.
- The conference seemed like an event for full-time, preservation “lifers” to tour a new city and see and be seen. There were more receptions and night activities than anything else. The daytime sessions were very poorly attended when you take into account that there were 2,000 registered for the conference.
- The most beneficial items to me were the networking opportunities. I connected with state, regional & national folks that have helped us in the past to follow-up with new questions. Also met and shared ideas with new contacts.
- Steve McCarthy is a New National Trust Advisor for South Dakota. Steve was the developer on the 1921 project and lives in Rapid City.

Wednesday, October 3, 2007

- 9-11:30 am Real Estate Workshop
 - Thought this session would be ideas on new ways to structure big development projects. However, a good portion was devoted to showing slides of projects.

 - 20% tax credit
 - Buildings built in 1936 or earlier
 - Historic designation – national
 - Can carry the credit forward 20 years
 - Carry back 1 year
 - “Recapture” – must continue to qualify for 60 months, otherwise the Federal govt can recapture the credits.
 - The review process takes too long and there are conflicting reviews.
 - Want to streamline the process.

- Gary Stenson, MetroPlains Development – MPLS
 - MetroPlains has done adaptive reuse projects in 8 states for 28 years (hotels, schools, hospitals, banks, powerhouses).
 - Metroplains.com
 - Discussed performance standards for windows
 - In the early 80s replacement of windows wasn't a problem. Now, standards have changed and require salvage and reuse of historic fabric.
 - Trim isn't a problem; however, windows are a significant issue due to costs and efficiency effectiveness.
 - A problem he's had over the 28 years has been the inconsistency of reviewers on state & national levels.
 - Suggesting a development performance standard for windows in where all the parties meet and discuss the options. Example windows are redone and then tested for air infiltration. If the standards are met, then the rest of the windows are redone. If no, replacements are identified and approved.
 - He noted that each SHPO office is different and some are even "obstructionist" in nature regarding rehab projects.
 - Handout Attached

- Functionally related projects
 - 2 or more historic structures that are functionally related or have common ownership
 - Part 3 of the tax code requires all rehab to be done for all buildings.
 - Problem is the development is done independent due to finances.
 - 1 building has different financing structure. Lenders don't want to provide funds if the final tax credit is dependent on other person's project not done at the same time. No control.
 - Sexauer Seed District would be a good local example.
 - Example: Building 1 is done. 3 years later, building 2 is done, but they mess up. The govt can then revoke and recapture any and all tax credits for up to 60 months.
 - Example: If you keep ownership of the façade and first level for retail, you can have multiple owners of upper levels for condos and still get credits.
 - Handout Attached

- John Arago, MetroPlains Development
 - Winona, MN – restored their couthouse
 - Use of "small cities program" funding?
 - A lot of discussion about getting the Park Service Reviewer involved earlier in the process to avoid "red flags" at the end of the project. It appeared that a project will go smoothly through the state review only to be denied at the NPS level. Trying to get everyone at the table early was suggested by developers.

- Pat Lilly, National Trust Policy Advisor
 - Spoke regarding pending legislation that would provide tax credits to private home owners (historic ownership tax credit).
 - The current budget climate doesn't look favorable.
 - There are continuing to build support for the bill.
 - The existing tax projects make a successful case for the bill.
 - It's easier to amend the existing tax credit, not create something new.
 - HB 1043 & S584
 - This is the first time that they've achieved a Senate counterpart for the bill.
 - Trying for 5 years.
 - House has 74 co-sponsors and they want 100.
 - Senate has 8 and their goal is 25/30
 - Benefits of the legislation:
 - Make the credit work better for housing
 - For small projects below \$2M
 - More neighborhood
 - See unlocked potential community revitalization
 - Should know in next 2 weeks (now).
 - Urged contacting our legislators.

- 12-1:30 pm **Real Estate Luncheon**
 - This wasn't what we originally thought either. It ended up being the owner/founder of ArtSpace.

“The mission of Artspace Projects is to create, foster and preserve affordable space for artists and arts organizations. We pursue this mission through development projects, asset management activities, consulting services, and community-building activities that serve artists and arts organizations of all disciplines, cultures, and economic circumstances. By creating this space, Artspace supports the continued professional growth of artists and enhances the cultural and economic vitality of the surrounding community.”

- 4-6 pm **Opening Plenary Session – Ordway Theater**
 - Garrison Keillor was keynote – he was extraordinary
 - Ordered the audiotape of the session for personal use / it's also on the MPR website.

- 6-8 pm **Open Reception – The Historic Landmark Center**
 - Probably the most valuable event of the week for me.

Thursday, October 4, 2007

- 7:30 am to 5:15 pm Red Wing, MN
 - The information on the trip indicated there would be discussion regarding successful approaches and tools used to preservation its historic character including tax incentives, bonding, and public/private partnerships. However, it ended up being a step-on bus tour given by a local character. The day was delightful but not enlightening.

- 5:30 to 7 pm National Preservation Awards – Shubert Theatre
 - Not a seat was left in the house at this event. It was essentially an awards ceremony with a video outlining each winner and then recognition of the winners on stage. The list of winners is available on the Trust website.

- 8-11 pm Candlelight Tour – Summit Avenue Historic District
 - 11 homes were featured, including Garrison Keillor's. Yes, he was there ☺

Friday, October 5, 2007

- 8:30-10 am Dealing with Demolition – Interim Protection & Enforcement
 - Jerry, Pat & I all attended this session.
 - It was better than the others that I attended.
 - I'm considering buying the tape of this session.

 - James Reap
 - Did a PowerPoint on demolition laws. I'm trying to get a copy of this presentation.
 - Demolition ordinances should be separate from all other ordinances.
 - Use property maintenance laws to enforce demolition by neglect.
 - In Dekalb County, Georgia they use “volunteer enforcement officials” for code enforcement.

 - Toni Cherry – Washington, DC Code Enforcement Officer
 - All demolitions (historic & non-historic) go through her office.
 - She urged preservationists to pay close attention to the effects of development patterns.
 - She also urged everyone to carefully evaluate what is important, citing it is impossible to save everything, so knowing what is important is critical.
 - They call her the “history cop.”

- She is very politically connected and knows how to keep people informed. She notifies everyone whenever there is a problem or violation (mayor's office, council members from that area, neighborhood groups)
- Kirk Hufaker, Utah Heritage Foundation – 801-533-0858
 - They have 6 local districts and the politicians/community aren't allowing any more.
 - He talked about the “monster house & teardowns” as virally infecting the community (showed many horrible examples).
 - Use of conservation districts as a tool for compatible infill design.
 - It takes getting the neighbors involved.
 - A few of these “monster houses” has spurred neighborhoods into action conducting their own survey process and identifying what features are important to them.
 - More context sensitive design.
 - Tighter restrictions for compatible residential infill zoning standards.
 - 1 year delay on building permits was desired, but didn't get it.
 - Ended up with double fee & a \$500 fine
 - The definition of “demolition” has also been critical because there is no notification required if it's not deemed a demo. Over 75% of the walls need to be removed – end up with one back wall & foundation standing and its not reviewed as a demo.
 - Enforcement & implementation is impossible is there's no political or staffing support.
- 12-1:30 pm Local Preservation Commissions Lunch
 - Pratt Cassity, former NAPC Executive Director, was the speaker.

Memo to: Brookings Historic Preservation Commission
From: Jerry McCollough
Re: National Preservation Conference – St. Paul
Date: October 12, 2007

Partners Day General Session – David Brown of “Preservation Nation” spoke on how we communicate. Suggested the possibility of putting together promotional videos to promote preservation of particular items such as signs, buildings, and streetscapes. Could create an on-line petition, with people sending in photos, stories. This would get ‘multiple-bangs’, not the ‘big bang’ – a virtual Town Square.

New technology will not compensate for weak content. The audience wants things simpler – present images, audio and video. Blogs can get responses in hours, not days or weeks. The Tomb of the Unknown Soldier was saved through introduction of Senate legislation that way – 2 days from alarm to legislation. In one instance people were asked to send in their choice of the most important historical site in the city. After the voting, the winner got a historical preservation grant based on public support.

One site is “Shop Main Street”, with information on what is available in each store. On the site it helps to have a joint National Trust button to push so people can tap that and engage with national information.

Marketing Matters – Eric Friedenwald-Fishman spoke on harnessing values-based marketing. For many people, preservation is not a priority. It is a nicety not a necessity. Emotion trumps data in historical relevance, so tell the story. Rather than talk about the building’s architectural structure, tell about what was happening during the era it was built, it’s builder, and the families that lived there and the struggles they faced at that time, in that environment.

For Brookings, this can be done for the walking tours – use narrative describing the conditions around and before the time of construction of the historic houses, when the frontier here was just becoming ‘civilized’ following the Indian Wars.

Preserve America Workshop – John Fowler, Exec. Dir., Advisory Council on Historic Preservation – There are now 522 communities with this program nationwide and another 130 in the pipeline. On July 12 the First Lady announced that the administration has asked for specific legislation for this program so it will not be just lumped under the National Historic Preservation Act. There are 8 Preserve America cities in Minnesota. The request this year is \$ 10 million (\$ 5 million last year).

Fred Meurer, City Mgr. of Monterey, Calif. - We understand the importance of culturally-based tourism. Preserving the city’s history is to the whole community’s best interest. One way to work with the private sector is to arrange for the motels to charge an extra .50 a night – build a fund this way for the cultural tourism program.

Wilson Martin, Utah – Have identified 5 heritage tourism items: events, lodgings, foods, locations, items. The heritage tourist wants locally produced food, and to participate in locally significant events. All the cultural organizations are linked together under this program. Gov't. and the business community must work together. The private sector drives it – gov't. helps with the work. Have certified 92 local governments.

For Brookings, two important points were made: a) focus on our unique heritage, which draws tourists from other states and nations; b) the private sector drives this. If we can pass the vision to the private sector, entrepreneurs will fill in the blanks with their business acumen.

Green Building Issues – Dan Korsten, Nat'l. Alliance of Preservation Commissions – We need to list the greenhouse gas emissions used in construction of the building, but this is hard to equate. [Note: This week the scientist who discovered “greenhouse gas emissions” stated that in his latest research he has found that he was wrong. The particular molecules he thought joined together to form this do not in fact produce those emissions. He will go back to his research]. New construction vs. rehabilitation has 1.5 times the impact on global warming. Constructing the building produces 20-30% of the energy used over a 100 yr. period.

Green building does not insure good design, but will green design last 100 years? So far, the buildings are not as efficient as planned. Technology is changing quickly, especially regarding windows. Be skeptical of new technology. Example: shingles made from recycled carpet are made in China, but that means two trips by ship across the ocean with the carpet - a tremendous use of energy! Local materials in construction mean less transportation impact (bricks, concrete, wood – not plastic or vinyl).

Historic buildings have already exceeded their expected life cycle. The life cycle of many new materials is very short. Reduction of life-style is the best thing we can do in conservation. If properly maintained, historic buildings will last for centuries. Maintenance is preservation.

Chris Bonham, architect – Spoke on LEED (Leadership in Energy and Environmental Design) – This is a program for reducing energy in construction. The criteria for new construction/major renovation is that less than 50 % of the occupants remain in the building during construction. There are no Federal Tax Credits in place for LEED certification. The only benefit is the “feather” in your cap for having created more efficiency.

The most energy efficient buildings were built between 1910 -1916. The least efficient were in the 1950s (size and type of windows especially). This argues for wood window restoration. Historic buildings are already “green” – they are the greenest, even compared with new construction. In houses, 14% of the energy expended is from appliances which are plugged in but not used, like a toaster. [Note: This is nonsense. Electricity doesn't just leak out!].

How easy is it to make building built between 1950 and 1990 energy efficient? Change to geo-thermal heating, replace windows. Remember to not eliminate culture in sustaining our quality of life.

Paul Trudeau, Cambridge, Mass. – Preserving old windows has advantages – craftsmanship, aesthetics, original materials & fabrics, they can be repaired – replacement windows (vinyl) can't. The warranty of replacement windows is 5-20 years, whereas wood windows last for many decades. Most of the heat loss is through the attic, not the windows. A single pane window with storm window will offset energy loss. Infiltration of air is the culprit in heat loss. The air space is the best insulation – 1"-2" in storm windows, 1/32 – 1/16" in replacement windows.

For Brookings, those concerned with environmental preservation can be proud that so much of our housing resource is made up of buildings constructed prior to the 1950s. Energy efficiency has been a prime concern here, historically, primarily because of our harsh winters. Our historic districts are valuable resources as a pool of energy efficient housing.

Preserving the Recent Past – Jeanne Lambin – The resources built after WWII make up the bulk of our built environment. Know your own history – it keeps happening: In 1966 they thought that anything built after 1916 was too recent; in 1990 anything after 1954 was too recent. What is the end result? Do we educate the public, survey resources, designate specific properties, and establish guidelines? In Phoenix, N.J. they have one book which includes a photo survey, design guidelines, and a history of the area. National Register Bulletin # 22 is a good model on how to handle some of these issues.

For Brookings, as we prepare a housing inventory we should include all housing. There are unique periods represented, including pre and post war styles. In the future some of the housing we see today as normal will represent this unique era. It would be helpful to tie the inventory to County Assessor's data so that information can be retrieved by such information as: age, size, number of bedrooms, garage, and style.

Preservation Law – Gerald Caden, Harvard School of Design – The KELO case dealt with eminent domain for economic purposes. This stimulated the private property rights movement which led to Proposition 207 (financial compensation for reduction of rights). A new initiative is overturning 207, allowing the government to capture the increased value as a result of Historic Designation. It creates a mess. For KELO the excitement is simmering. Over 33 states have enacted legislation saying, "Government may not enact eminent domain for economic purposes". Presently eminent domain is fair compensation (willing buyer, willing seller, providing fair market value purchase, or provide similar property, with the gov't. paying all relocation costs).

Regulatory taking – there are 4: a) Lucas vs. Florida test – if gov't. regulations wipe you out, in almost all cases it is a taking; b) Penn Central case – what is the effect on the claimant? – an ad hoc case by case test; c) Physical invasion; d) Ad Hoc stick test – taking pieces of the property; e) Calif. test – if the regulation is irrational (Ringol vs. Chevron). The court looks at the parcel as a whole – the air above as well as the land below; therefore, the air development rights could be transferred to adjacent

properties, so the developer didn't really lose invested equity. The question is posed, "What were the investment expectations in the beginning?"

For Brookings, this addresses issues such as the effect of zoning on property rights; i.e., does the present zoning map accurately represent the public's expectation of the character of their neighborhood? If a person buys in a neighborhood of primarily single-family homes, yet the zoning permits conversions to such things as multi-family and boarding houses, what protections can they expect (since individuals wanting to create multi-family and boarding houses may expect to reap a profit in an investment in those uses in that neighborhood.)

One usual public response is to periodically review the zoning map to update it so that the current use character of neighborhoods is preserved – regular Existing Land Use mapping (at a minimum every 10 years) so that the City Council can institute city-wide zoning updates to reflect current quality of life expectations. [Brookings' Zoning map has not been updated since the 1960s; hence, issues such as boarding houses in neighborhoods characterized by single-family residences.]

Beijing: Balanced Approach to Urban Planning – Miss Fung, Director of Design for Beijing – The Olympic design was based on mountain and water spirits. China had to promise \$ 14 million for infrastructure, plus \$ 16 million to improve the environment. The shortage of land and water was a challenge. The city design was all planned on vertically-observed patterns [what you'd see looking straight down from the air] - spine, woof and warp of street systems, geometric patterns, rather than looking at uses, physical features, flow of people, vehicles, goods and services.

They turned attractive streets and neighborhoods into sterile industrial environments with wide, 8 lane streets rather than intimate tree-lined boulevards. They threw themselves headlong into "progress", making Beijing an unfriendly environment for pedestrians and shopping in the new areas. They relocated 600,000 people to make this happen. They build groups of ultra-modern high-rise office and apartment buildings (complexes which are not occupied, nor have windows or doors installed) with no particular Chinese character.

It is as if they used 1950s style "new town" design for housing – all physical – no social, recreational or economic component. It is an engineering, not a planning solution; however, they forgot the utility component, so there is no sewer or water provided to the newly built areas(!). She said that the environment has been improved; however, it is like George Orwell's "1984" – cold, sterile, with little greenspace, landscaping, individuality. Actually, it is like the Stalinist architecture of Eastern Europe.

For Brookings, as we look at long-range issues it is important to emphasize a livable environment rather than focusing on broad 'unit per acre' standards which may not be applicable to all neighborhoods. Also, street trees and open space need to be integrated into residential areas, with less asphalt and a pedestrian-friendly atmosphere.

Dealing with Demolition – Roxanne Eflund – The consequence of demolition is permanent. We need ordinances that would prevent demolition. Need cooperation with the Inspections Dept. neighborhoods are watchdogs. There at least needs to be a delay, interim protection, moratoria to prevent it while time is allowed for debate and discussion. Moratoria for preservation purposes have been generally upheld in court cases – based on duration and scope (not indefinitely). According to the Supreme Court, this avoids rushing through the discussion phase or prohibiting it altogether.

Demolition review, regardless of significance, is a “stop, look and listen” process. Choose the properties that will be addressed: specific dates of construction, specific area, resource type, if it has been included in an historic survey.

For Brookings, greater coordination and cooperation between preservationists and inspections officials is needed, as well as a unified understanding of the importance of preservation of our historic structures.