

**Historic Preservation Commission  
Regular Meeting Minutes  
Wednesday, May 11, 2011**

**A. CALL TO ORDER**

Vice-Chair Robin Martinez called the regular meeting of the Historic Preservation Commission to order on Wednesday, May 11, 2011 at 5:53 p.m. The meeting was held in the 1<sup>st</sup> Floor Conference Room at Town Hall, 301 Walnut Street, Windsor, Colorado.

1. Roll call

The following Commission members were present:

Ann Lynn-McAbee, Chair (joined the meeting at 5:55 p.m.)  
Wayne Frelund  
Scot Griffith  
Robin Martinez  
Brent Phinney

Robert Bishop-Cotner - Town Board Liaison

The following town staff was present:

Joe Plummer, AICP, Director of Planning  
Elizabeth Fields, AICP, Associate Planner  
Ian McCargar, Town Attorney  
Mary Lee, Deputy Town Clerk

2. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration by the Board.

**Mr. Phinney moved to approve the Agenda as presented; Mr. Griffith seconded the motion. All members voted Aye.**

3. Public Invited To Be Heard.

There was no public comment.

**B. CONSENT CALENDAR**

1. Approval of the minutes of March 9, 2011.

**Mr. Phinney moved to accept the minutes as presented; Ms. Martinez seconded the motion. All members voted Aye.**

**C. BOARD ACTION**

1. Discussion of May 23, 2011 joint work session with Town Board to review proposed amendments to Historic Preservation Ordinance.

Mr. Plummer noted that a joint work session of Town Board and the Historic Preservation Commission is scheduled for May 23, 2011 at 6:00 p.m. The joint work session will most likely take place at the Art and Heritage Center located at 116 North 5<sup>th</sup> Street in Windsor. Mr. Plummer stated that he would confirm the location of the work session once it was determined. The discussion will be focused on the two proposed amendments to Ordinance 2004-1194, including demolition procedures for buildings more than 50 years old.

**D. COMMUNICATIONS**

1. Communications from the Historic Preservation Commission.

Ms. Lynn-McAbee gave a brief report on the Northern/North Eastern Colorado Regional Historic Preservation Commission Forum which was held on April 5, 2011. She noted several ways other communities have created partnerships to encourage preservation efforts, and highlighted some of their recent projects. It was suggested that Windsor pursue designation of properties to the Historic Register. She found the meeting very worthwhile; adding that the forum will take place in Fort Collins next year.

Ms. Lynn-McAbee then discussed the National Historic Preservation Month Proclamation made at the April 25<sup>th</sup> Town Board Meeting. She discussed some possible activities that the HPC could sponsor during May of next year to honor Historic Preservation Month.

In conclusion, Ms. Lynn-McAbee reminded the Commission members that the Greeley Historic Preservation Commission plans to attend the June 8th meeting of the Windsor Historic Preservation Commission.

Mr. Phinney told the Commissioners that the Old Mill has own a new owner. It has been purchased by a local trust; the trustee is Attorney Greg Bell, Town Attorney for Severance. Mr. McCargar noted the Town will meet with members of the trust in the near future.

2. Communications from the Town Board liaison

Mr. Bishop-Cotner noted that the Town Board is excited to meet with the Commission at the upcoming joint work session.

3. Communications from the Staff

Mr. Plummer noted that the Town's Facebook page is not for communicating between members, but it is for relaying information to the general public. He added that any information that the members may want to post on the website will need to be processed by staff. He also noted that currently there are no blogs and there are none planned for the near future.

Ms. Fields briefly reviewed last year's church tour, noting a date early in August might work. She asked Commissioners to check their calendars for availability, so that planning can begin. Mr. Phinney suggested the church tour could take place in May, a cooler month, in conjunction with Historic Preservation Month.

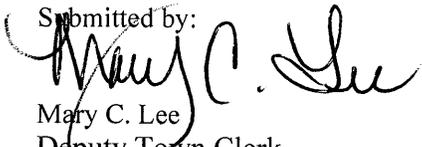
**E. ADJOURN**

**Mr. Phinney moved to adjourn; Mr. Griffith seconded the motion. All members voted Aye. The meeting was adjourned at 6:16 p.m.**

**CERTIFICATION:**

Approved by the Windsor Historic Preservation Commission on the 13<sup>th</sup> day of July 2011.

Submitted by:

  
Mary C. Lee  
Deputy Town Clerk