

**Historic Preservation Commission
Regular Meeting Minutes
Wednesday, July 13, 2011**

A. CALL TO ORDER

Chair Ann Lynn-McAbee called the regular meeting of the Historic Preservation Commission to order on Wednesday, July 13, 2011 at 5:49 p.m. The meeting was held in the 1st Floor Conference Room at Town Hall, 301 Walnut Street, Windsor, Colorado.

1. Roll call

The following Commission members were present:

Ann Lynn-McAbee, Chair
Wayne Frelund
Scot Griffith
Anne Johnson

The following town staff was present:

Elizabeth Fields, AICP, Associate Planner
Carrie Knight, Art and Heritage Manager
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. Frelund 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 May 11, 2011.

Mr. Frelund moved to accept the minutes as presented; Mr. Griffith seconded the motion. All members voted Aye.

C. BOARD ACTION

1. Election of Vice-Chair.

Ms. Martinez has resigned her position on the Commission. A new Vice-Chair must be selected to fulfill her duties. Ms. Lynn-McAbee reviewed the position description in the Commission handbook.

Mr. Frelund nominated Mr. Griffith; Ms. Johnson seconded the nomination. All members voted Aye.

2. Work Program Adoption.

Ms. Fields presented a brief overview of the Work Program for the coming year, including the requirements to maintain designation as a Certified Local Government. She noted this Work Program was discussed at a previous Historic Preservation Commission Work Session. Ms. Fields pointed out that the Work Program identifies a holiday event in December to correspond with a kick-off of the holiday shopping season.

Mr. Frelund questioned what level of staff involvement would be required for a residential properties survey. Ms. Fields suggested the topic would be appropriate for a future Work Session, and will schedule that in the near future.

Mr. Frelund moved to adopt the Work Program as presented; Ms. Johnson seconded the motion. All members voted Aye.

3. Review of 2011 Certified Local Government (CLG) Annual Report.

Ms. Fields reviewed information from the annual Certified Local Government Report. This Report is submitted to the State annually.

Mr. Frelund moved to approve the report as submitted; Ms. Johnson seconded the motion. All members voted Aye.

D. COMMUNICATIONS

1. Communications from the Historic Preservation Commission.

There were no communications.

2. Communications from the Town Board liaison.

Mr. Bishop-Cotner was not in attendance.

3. Communications from the Staff.

Ms. Fields presented information on an upcoming Historic Preservation Commission Training Workshop to be held on October 7, 2011 in Central City; noting that CLG requirements state at least one Commission Member must attend an educational event each year.

Ms. Knight presented an update on the Windsor Mill. She stated the Trust owning the property has decided not to pursue the grant that they were previously awarded from the State. They were not comfortable with the conditions of the grant, including that the State would have a perpetual easement on the property and all future plans, both inside and out, would have to be approved by the State. To make the restoration financially viable, the interior use must be marketable to perspective businesses; and may not fall within the design criteria required by the State. The trust is not willing to proceed at this time, based upon these conditions. She reviewed changes in ownership of the property, and will keep the Commission apprised of new information as it is available.

Ms. Fields noted there is a possibility that a Demolition Permit may be submitted for the building, and discussed options if that presents itself.

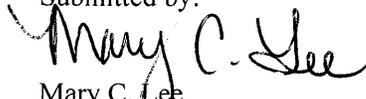
E. ADJOURN

Mr. Frelund moved to adjourn; Ms. Johnson seconded the motion. All members voted Aye. The meeting was adjourned at 6:13 p.m.

CERTIFICATION:

Approved by the Windsor Historic Preservation Commission on the 10th day of August 2011.

Submitted by:



Mary C. Lee
Deputy Town Clerk