



WINDSOR DOWNTOWN DEVELOPMENT AUTHORITY

P.O. BOX 381, Windsor, CO 80550

www.windsordda.com

WORK SESSION

January 16, 2013 – 8:00 a.m.

301 Walnut Street, First Floor Conference Room

Windsor, CO 80550

AGENDA

- A. Historic Preservation Commission Presentation- B. Walker
 - B. Review Draft 2013 Work Program
 - C. DDA Open House Meeting- Art & Heritage Center, January 23rd at 6:30pm
 - Invitation
 - Presentations/Materials
 - Food
 - Other?
 - D. Adjourn
-

WHO WE ARE

The Historic Preservation Commissioners are residents of Windsor, who are civic-minded and motivated to assist the community. The Commission is composed of both professional and lay members from the fields of history, architecture, archaeology, planning or related disciplines such as building trades, cultural geography, cultural anthropology, real estate or law. Commissioner's terms of office are staggered and are at least one year in duration.

MEETINGS

The Windsor Historic Preservation Commission meets on the 2nd Wednesday of each month at 5:45 P.M. in the First Floor Conference Room at Windsor Town Hall, 301 Walnut Street, Windsor, Colorado 80550



Windsor Town Hall
301 Walnut Street

BENEFITS OF PRESERVATION

Residents of Windsor may benefit from historic preservation through:

- ◆ Improved property values
- ◆ Beautification
- ◆ Encouraging private investment
- ◆ Leveraging educational resources
- ◆ Promoting tourism and commercial opportunities

The benefits are achieved by preserving elements of cultural, political, social, economic and especially architectural history, which fall within specifically designated individual sites and areas.

DOWNTOWN SURVEY

A historic survey of Downtown Windsor was completed in January 2010 by Historitecture, LLC. The inventory of properties, a historical and architectural context and an interpretive documentary are available for view and download at:

<http://www.historitecture.com/projects/windsordowntown.html>



DESIGNATED HISTORIC STRUCTURES

First United Methodist Church
503 Walnut Street (National Register)

Windsor Art & Heritage Center
116 N 5th Street (National Register)

Windsor Flour Mill
301 Main Street (National Register)

The Cheese Factory and Creamery
190 Ash Street (Local Landmark)

NATIONAL HISTORIC PRESERVATION MONTH

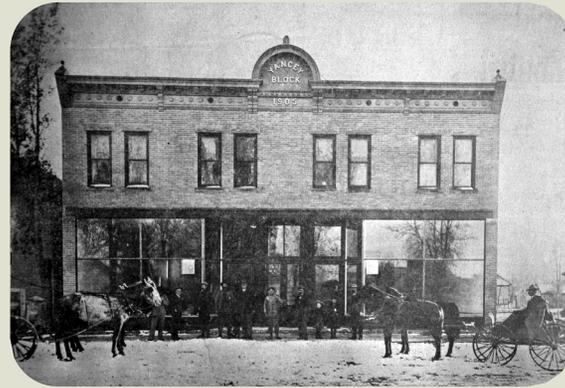
MAY is National Preservation Month. Throughout our nation's communities there are significant places that have contributed to our American experience—whether it is a battlefield, a farm, church or house.

Get involved in Historic Preservation today!

- ◆ Volunteer to assist a community preservation project
- ◆ Host an educational history event
- ◆ Include historic sites or hotels on your next vacation to learn about our country's past
- ◆ Become a member of the National Trust of Historic Preservation or your local preservation organization

Ensure that our nation's treasures will be protected for future generations and spread the word.

WINDSOR HISTORIC PRESERVATION COMMISSION



*Historic Yancey Building, 1905
Photo Courtesy of Windsor Museum Archive*



*Windsor Eye Care and Vision Center
515 Main Street*

INTERESTED?

If you are interested in serving on the Windsor Historic Preservation Commission, volunteering for an event, or for more information please contact the Director of Planning at 970-674-2415

First United Methodist Church, 503 Walnut Street



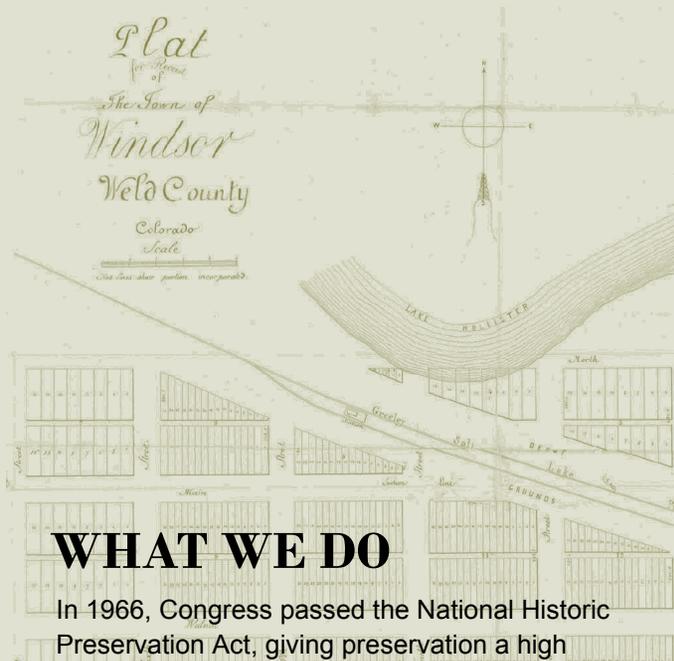
301 Walnut Street Windsor, CO 80550
Phone 970-674-2415
Fax 970-674-2456
www.windsorgov.com

WHAT WE DO

In 1966, Congress passed the National Historic Preservation Act, giving preservation a high national priority and establishing programs to encourage the preservation of historic properties.

The purpose of the Windsor Historic Preservation Commission is to protect and preserve Windsor's historic and cultural heritage through the designation of landmarks and districts. The activities of the Commission are also designed to create methods which draw a reasonable balance between private property rights and the public interest in preserving Windsor's historic character by ensuring that the demolition of, moving of or alterations to properties of historic value shall be carefully considered for the impact to the property's contribution to Windsor's heritage.

The Windsor Historic Preservation Commission is a Certified Local Government (CLG) recognized by the Colorado Historical Society's Office of Archaeology and Historic Preservation. As a CLG community, the purpose is to encourage and expand local involvement in preservation issues.





Why Preserve or Landmark Your Historic Building?

Grants and Financial Incentives

- There are grants, preservation tax credits and other financial incentives available for properties that are designated as historic landmarks. Refer to the back of this handout for additional information and resources.

Historic Preservation is “GREEN”

- Historic buildings already contain the embodied energy that was used to produce them, and demolishing them wastes that embodied energy. Precious energy will be used to produce materials for new construction. (<http://www.preservationnation.org/magazine/2008/january-february/cautionary-tale.html>)
- Demolished buildings take up one quarter (¼) of landfills.
- Historic buildings were generally built with better quality materials than more modern buildings.
- Historic buildings can be adapted with energy saving features.



216 5th Street
Windsor Hospital (1908)

You Help Windsor’s Economy

- Heritage tourism is an important part of the economy. People visit Windsor because of its character and charm.
- Restoration of historic buildings employs local craftsmen and contractors.
- Rehabilitation and restoration of historic buildings is almost always more cost effective than demolition and reconstruction.



428 Walnut Street
Late Victorian Style Residence (1894)

You Help Sustain Property Value\$

- Historic structures stabilize property values, providing homeowner security and a safe return for investors in historic properties. (<http://coloradohistory-oahp.org/publications/1620.htm>)
- By preserving your home or building you are helping to retain the character of your neighborhood. That character adds value to your block, the neighborhood, and the entire community.

Your Historic Home or Building is UNIQUE

- Your home or building has architecture, history and character that are unique. By preserving it you are saving a part of Windsor. Reusing and adapting your home or building to modern uses is possible and encouraged. Help save the character of Windsor!



426 Main Street
Memory Lane Antiques (1902)

Grants and Financial Incentives

Colorado State Tax Credits

The state offers a 20% state income tax credit based on \$5,000 or more of approved preservation work on designated historic properties. Eligible for both work on the interior and exterior of designated properties. Any unused credit may be carried forward for ten years.

<http://www.historycolorado.org/grants/preservation-tax-credits>

Federal Tax Credits

Federal tax law provides tax incentives for historic preservation projects that follow the Secretary of the Interior's Standards for Rehabilitation. The federal government offers a 20% investment tax credit for the approved rehabilitation of certified historic buildings for income-producing purposes as well as a 10% credit for certain types of other older buildings.

<http://www.historycolorado.org/grants/preservation-tax-credits>



301 6th Street
St. Alban's Episcopal Church (1914)



116 5th Street
Town of Windsor Art & Heritage Center (1909)

State Historic Fund Grants

Receive grants of 25% or more of the costs for projects involving the stabilization, restoration, rehabilitation, reconstruction, or acquisition of a designated property or site. The project needs to show a public benefit.

<http://www.historycolorado.org/grants/available-grants>

Historic Structure Assessment Grants

Grants of up to \$10,000 are available to thoroughly document the structural condition of a building or structure and evaluate requirements for an intended use. No matching funds are required; however grants to private individuals or for-profit entities are encouraged to include a cash or in-kind match.

<http://www.historycolorado.org/grants/shf-historic-structure-assessment-grants>

Colorado Historical Foundation Loans

Below-market, fixed-rate loans are available to fund eligible restoration and rehabilitation costs. Loans can supplement State Historic Fund grants and other historic preservation projects. They are an independent source of external financing with flexible terms and collateral. Eligible borrowers include nonprofit and public entities, private individuals and for-profit owners of historic properties.

<http://www.historycolorado.org/grants/colorado-historical-foundation-revolving-loan-fund>



710 Walnut Street
Craftsman Style Residence (1915)

The Windsor Historic Preservation Commission provides for the protection and preservation of the Town's historic and cultural heritage through the designation of historic landmarks and districts.

If you are interested in designating your historic building or structure or for more information regarding the Windsor Historic Preservation Commission, please contact the Director of Planning at 970-674-2415.



The following is a five page except from the Colorado Cultural Resource Survey Report for the Town of Windsor, completed in January 2010 by Historitecture, LLC, title "The Struggle for Identity: Windsor's Historic Downtown."

For more information and the complete report please visit:

- <http://www.historitecture.com/projects/windsordowntown.html>.
- or Town of Windsor Planning Staff.

TABLE 4.1: SURVEY LOG SORTED BY ADDRESS

Address	Historic Property Name	Current Property Name	Site Number	Nat. Reg. Eligibility	State Reg. Eligibility	Local Ldmk Eligibility
201-205 4th Street	Dowding Opera House/Windsor Opera House/Masonic Lodge	201-205 4th Street	5WL.5598	Not eligible	Not eligible	1a, 2b
207 4th Street	National Guard Armory/Windsor Theatre/Kindred's Garage/Schlitt's Garage	Tom Ladd Plumbing	5WL.5599	Not eligible	Not eligible	Not eligible
213-215 4th Street	Wilson Chevrolet/Foster Chevrolet /Kennedy Chevrolet/Starck Blacksmith Shop	Ross Building	5WL.5600	Not eligible	Not eligible	Not eligible
113-115 5th Street	113-115 5th Street	Kunz Building	5WL.5601	Not eligible	Not eligible	Not eligible
214 5th Street	Windsor Public Library	Pat Weakland DDS	5WL.5602	Not eligible	Not eligible	Not eligible
216 5th Street	Windsor Hospital/Vaughn Apartments	Riverbend Apartments	5WL.2525	A, C	A, C	1a, 2b
217 5th Street	Mountain States Telephone & Telegraph Company Windsor Telephone Exchange	Velasquez Building/Natural Therapy's	5WL.834	Not eligible	Not eligible	2b
230 5th Street	Dr. Thomas B. and Cora Gormly House	Elizabeth S. Meyer House	5WL.3172	Not eligible	Not eligible	1a, 2b
321 Main Street	Minckwitz House/Windsor Milling & Elevator Company House/Stoll House	Schmittling House	5WL.5603	Not eligible	Not eligible	2b
400 Main Street	George Manweiler Agricultural Implements	Martin & Martin Building	5WL.5604	Not eligible	Not eligible	Not eligible
401 Main Street	Vern's Conoco Service Station	Shell Gas Station and Convenience Store	5WL.5605	Not eligible	Not eligible	Not eligible
404 Main Street	Wilson Blacksmith Shop/Manweiler Blacksmith Shop/Ehrlich Building	The Border Restaurant	5WL.5606	Not eligible	Not eligible	Not eligible
406 Main Street	J.M. Cobbs Building	Chimney Park Bistro	5WL.5607	A, C	A, C	1a, 2b
408 Main Street	Edwards & Hunt Butcher Shop/Duck Inn	Bizarber/Hair Sculptors	5WL.5608	Not eligible	Not eligible	Not eligible
411 Main Street	Osterhout Building/Windsor Barber Shop/George Onstot Barber Shop	Absolute Hair	5WL.5609	Not eligible	Not eligible	Not eligible
414 Main Street	Windsor Mercantile Company/Windsor Odd Fellows Hall	Manweiler Appliance Company/My Favorite Things	5WL.5610	Not eligible	Not eligible	1a, 2b
415 Main Street	Hahn & Springer Building/Florence & Harrington Building/Felmlee Building	Windsor Veterinary Clinic	5WL.5611	Not eligible	Not eligible	Not eligible
417 Main Street	L.C. Schmidt Building/Middleton Furniture Company	Li'l Flower Shop	5WL.5612	Not eligible	Not eligible	Not eligible
418-420 Main Street	Cobbs-Peterson Block/Peterson Hardware/Windsor Pharmacy/Frazier's Drug Store	Manweiler Hardware	5WL.5613	Not eligible	Not eligible	Not eligible
419 Main Street	Felmlee-Schmidt Block/Huntington Bowling Alley/Ben Franklin/Gambles	A+ Interior Design	5WL.5614	Not eligible	Not eligible	Not eligible
421 Main Street	S.G. Fuller & Company General Mercantile/Olson's Clothing Store	Starck Building	5WL.5615	Not eligible	Not eligible	Not eligible
422 Main Street	T.R. Brooks Building/Windsor Hardware & Supply Company	Public Service Credit Union	5WL.5616	Not eligible	Not eligible	Not eligible
423 Main Street	Perkins Merchandise Co./Post Office/Darnell & Sons Market/Lorenz Market	Windsor Now	5WL.5617	Not eligible	Not eligible	1a, 2b
424 Main Street	Weld County Bank/Farmers State Bank	Blushing Bride	5WL.5618	Not eligible	Not eligible	Not eligible
425 Main Street	J.M. Cobbs Block (South)/Farmers State Bank/The Poudre Valley Newspaper Office	Windsor Beacon Newspaper Office	5WL.5619	Not eligible	Not eligible	Not eligible
426 Main Street	Schwalm Building/Cable Brothers Merchandise Co./Cory Store/Koehler Supply Co.	Memory Lane Antiques & Refinishing	5WL.5620	Not eligible	Not eligible	1a, 2b
427 Main Street	J.M. Cobbs Block (South)/E.C. Wagle Amusement Parlor	427 Main Street	5WL.5621	Not eligible	Not eligible	Not eligible
428 Main Street	McNeil Building/F.N. Briggs & Co./Ferguson-Morrow Supply/Windsor Masonic Hall	Memory Lane Antiques & Refinishing	5WL.5622	Not eligible	Not eligible	Not eligible
429 Main Street	Porter Building/Windsor Drug Store/Windsor Mortuary/Richards & Son Mortuary	Little Wool Shoppe	5WL.5623	Not eligible	Not eligible	1a, 2b
430 Main Street	Springer Building/F.N. Briggs Merchandise Co./Koehler Supply Co./Morris Store	House of Windsor	5WL.5624	Not eligible	Not eligible	Not eligible
431 Main Street	Cloud Hall/Alamo Hotel/Windsor Drug Company/Terry's Corner Drug Store	Okole Maluna Hawaiian Restaurant	5WL.5625	Not eligible	Not eligible	Not eligible
500 Main Street	First National Bank of Windsor Motor Bank	Pike's Auto Care Center	5WL.5626	Not eligible	Not eligible	Not eligible
501 Main Street	First National Bank of Windsor/Bank Hotel	Windsor Professional Plaza	5WL.5627	Not eligible	Not eligible	Not eligible
503-507 Main Street	Benton Motor Company	Fil Pete Building	5WL.5628	Not eligible	Not eligible	Not eligible
508-510 Main Street	Yancey Building/Alex Lorenz Tailor Shop/Cozy Inn	Windsor Old Town Rentals	5WL.5629	Not eligible	Not eligible	Not eligible
509 Main Street	C.J. Sawyer Bakery/Windsor Bakery	Vacations in Paradise	5WL.5630	Not eligible	Not eligible	Not eligible
512 Main Street	Yancey Livery Stable/Windsor Motor Car Company/Streeb's Garage	Brunner Building/John Brunner & Company	5WL.5631	A, C	A, C	1a, 2b

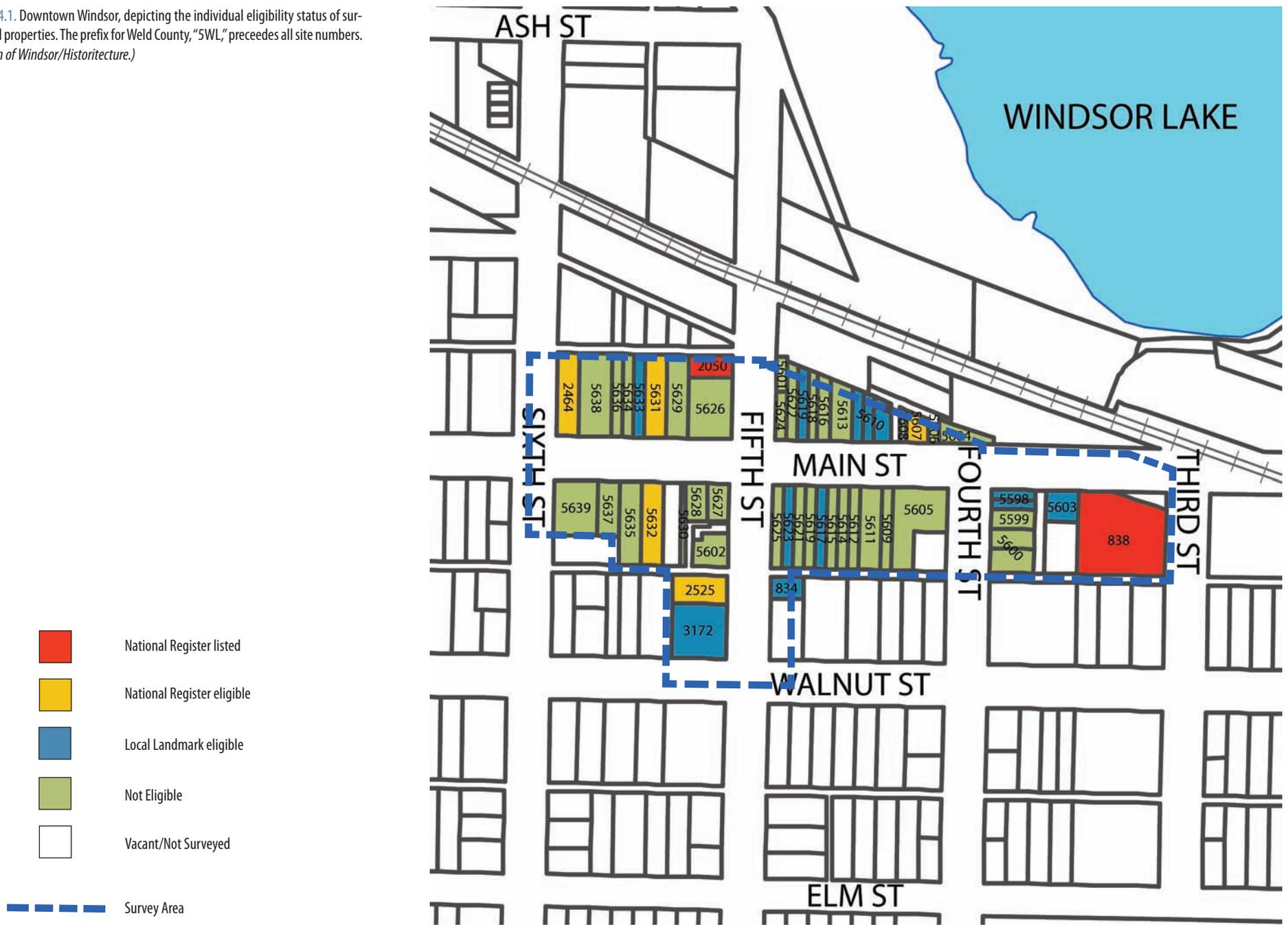
Address	Historic Property Name	Current Property Name	Site Number	Nat. Reg. Eligibility	State Reg. Eligibility	Local Ldmk Eligibility
513-515 Main Street	Yancey Block	Rasmussen Block	5WL.5632	A, C	A, C	1a, 2b
514 Main Street	Raines & Hainey Building	Rexford Building	5WL.5633	Not eligible	Not eligible	1a, 2b
516 Main Street	516 Main Street	Edward Jones Investments	5WL.5634	Not eligible	Not eligible	Not eligible
517-519 Main Street	Yancey Building	Bella Salon/Family Dentistry Judson D. Valstad DMD, LLC	5WL.5635	Not eligible	Not eligible	Not eligible
520 Main Street	520 Main Street	Hergenreder Real Estate/Papa Hank's BBQ	5WL.5636	Not eligible	Not eligible	Not eligible
521 Main Street	Nauman-Shane Building/Bartz Building/Walker Building	Hudson's Bay Salon	5WL.5637	Not eligible	Not eligible	Not eligible
522-526 Main Street	Bartz Garage/Service Garage/Charles A. Flinn Agency/Star Lite Café	Duke of Windsor Sports Bar & Grill/Moonlight Grille	5WL.5638	Not eligible	Not eligible	Not eligible
529 Main Street	Kraft Frontier Station/Jim's Frontier Station/Jim's Husky Service	Vogel Sales	5WL.5639	Not eligible	Not eligible	Not eligible
530 Main Street	Dr. Frank R. Porter House	Porter House Bed & Breakfast Inn	5WL.2464	A	A	1a,1c, 2b

TABLE 4.2: SURVEY LOG SORTED BY SITE NUMBER

Site Number	Historic Property Name	Current Property Name	Address	Nat. Reg. Eligibility	State Reg. Eligibility	Local Ldmk Eligibility
5WL.834	Mountain States Telephone & Telegraph Company Windsor Telephone Exchange	Velasquez Building/Natural Therapy's	217 5th Street	Not eligible	Not eligible	2b
5WL.2464	Dr. Frank R. Porter House	Porter House Bed & Breakfast Inn	530 Main Street	A	A	1a,1c, 2b
5WL.2525	Windsor Hospital/Vaughn Apartments	Riverbend Apartments	216 5th Street	A, C	A, C	1a, 2b
5WL.3172	Dr. Thomas B. and Cora Gormly House	Elizabeth S. Meyer House	230 5th Street	Not eligible	Not eligible	1a, 2b
5WL.5598	Dowding Opera House/Windsor Opera House/Masonic Lodge	201-205 4th Street	201-205 4th Street	Not eligible	Not eligible	1a, 2b
5WL.5599	National Guard Armory/Windsor Theatre/Kindred's Garage/Schlitt's Garage	Tom Ladd Plumbing	207 4th Street	Not eligible	Not eligible	Not eligible
5WL.5600	Wilson Chevrolet/Foster Chevrolet /Kennedy Chevrolet/Starck Blacksmith Shop	Ross Building	213-215 4th Street	Not eligible	Not eligible	Not eligible
5WL.5601	113-115 5th Street	Kunz Building	113-115 5th Street	Not eligible	Not eligible	Not eligible
5WL.5602	Windsor Public Library	Pat Weakland DDS	214 5th Street	Not eligible	Not eligible	Not eligible
5WL.5603	Minckwitz House/Windsor Milling & Elevator Company House/Stoll House	Schmittling House	321 Main Street	Not eligible	Not eligible	2b
5WL.5604	George Manweiler Agricultural Implements	Martin & Martin Building	400 Main Street	Not eligible	Not eligible	Not eligible
5WL.5605	Vern's Conoco Service Station	Shell Gas Station and Convenience Store	401 Main Street	Not eligible	Not eligible	Not eligible
5WL.5606	Wilson Blacksmith Shop/Manweiler Blacksmith Shop/Ehrlich Building	The Border Restaurant	404 Main Street	Not eligible	Not eligible	Not eligible
5WL.5607	J.M. Cobbs Building	Chimney Park Bistro	406 Main Street	A, C	A, C	1a, 2b
5WL.5608	Edwards & Hunt Butcher Shop/Duck Inn	Bizarber/Hair Sculptors	408 Main Street	Not eligible	Not eligible	Not eligible
5WL.5609	Osterhout Building/Windsor Barber Shop/George Onstot Barber Shop	Absolute Hair	411 Main Street	Not eligible	Not eligible	Not eligible
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Site Number	Historic Property Name	Current Property Name	Address	Nat. Reg. Eligibility	State Reg. Eligibility	Local Ldmk Eligibility
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5WL.5633	Raines & Hainey Building	Rexford Building	514 Main Street	Not eligible	Not eligible	1a, 2b
5WL.5634	516 Main Street	Edward Jones Investments	516 Main Street	Not eligible	Not eligible	Not eligible
5WL.5635	Yancey Building	Bella Salon/Family Dentistry Judson D. Valstad DMD, LLC	517-519 Main Street	Not eligible	Not eligible	Not eligible
5WL.5636	520 Main Street	Hergenreder Real Estate/Papa Hank's BBQ	520 Main Street	Not eligible	Not eligible	Not eligible
5WL.5637	Nauman-Shane Building/Bartz Building/Walker Building	Hudson's Bay Salon	521 Main Street	Not eligible	Not eligible	Not eligible
5WL.5638	Bartz Garage/Service Garage/Charles A. Flinn Agency/Star Lite Café	Duke of Windsor Sports Bar & Grill/Moonlight Grille	522-526 Main Street	Not eligible	Not eligible	Not eligible
5WL.5639	Kraft Frontier Station/Jim's Frontier Station/Jim's Husky Service	Vogel Sales	529 Main Street	Not eligible	Not eligible	Not eligible

Map 4.1. Downtown Windsor, depicting the individual eligibility status of surveyed properties. The prefix for Weld County, "SWL," precedes all site numbers. (Town of Windsor/Historitecture.)





Parking Committee

Bob Winter- Chairman
Craig Petersen, Sean Pike, Dan Stauss

Meetings take place the 2nd Wednesday of each month at 7:30am, Windsor Town Hall

Purpose: The Parking Committee is responsible for implementing recommendations from the 2012 Downtown Parking Study and for addressing all future parking issues in the downtown area. In addition, the Parking Committee will be responsible for reviewing all redevelopment and zoning standards that impact the DDA.

2013 Outcomes & Projects

1. To assist the Town in promoting partnerships with CDOT and GWR to relieve traffic, transportation and rail conflicts
 - a. Educate public and DDA members on CDOT & GWR regulations
2. To encourage the renovation and reuse of vacant and deteriorated structures within the district
 - a. Incentive Program for new development and redevelopment projects
3. Promote and support private and public developments that are consistent with the plans and objectives of the DDA
 - a. Potential gathering place/exhibit hall/event space
4. To increase equal to the need, the net supply of off-street parking spaces within the district
 - a. Develop a parking program to provide sufficient public parking
5. Align Municipal Code, Building Codes, Fire regulations and Town administrative policies to match Downtown Design Guidelines and Financing Plan
 - a. Revise Downtown Corridor Plan standards & Central Business Zoning regulations
6. To encourage the development of new and rehabilitated buildings for use as needed to achieve a balanced mix of products and services within the district
 - a. Encourage office and residential to occupy 2nd floor

Action Plan

2013 Timeline	Item
	1a Meet and understand CDOT regulations for HWY 392 and HWY 257 Meet with GWR
	2a Explore opportunities for Town and DDA to establish incentive packages
	3a Review convention sites of other towns and review potential locations in existing buildings such as the Mill
	4a Address current and future parking demand/supply and other transportation issues, including pedestrian circulation
	5a Work with the Town of Windsor Planning Department, Planning Commission and DDA to review documents and begin revisions as necessary
	6a Review zoning regulations to ensure uses are allowed in downtown zone and identify locations for housing including multi-family and affordable



Beautification Committee

Brent Phinney- Chairman

Dan Stauss, Bob Winter, Craig Petersen, Jason Schaeffer

Meetings take place the first Thursday of each month at 8:00am, Windsor Town Hall

Purpose: The Beautification Committee is responsible for implementing the Downtown Master Plan in relation to the appearance and aesthetics of the district. In 2013 the committee will also be responsible for putting together the plan for the most recent DDA land purchase located on the north side of 4th and Main Street.

2013 Outcomes & Projects

1. To improve the visual attractiveness of the district
 - a. A beautification program in the following areas: major entrances, Windsor Lake and Boardwalk Park, walkways and public spaces
2. To encourage the development of new and rehabilitated buildings for use as needed to achieve a balanced mix of products and services within the district
 - a. Work with local architect to create an architectural inventory of structures within the district and to have available for consultations with perspective developers and/or businesses
3. To encourage the preservation or reuse of historically or architecturally significant building in the district including, but not limited to, finding sources of funds and participating in lending funds compatible with enabling legislation and the plans and objectives of the DDA
 - a. Coordinate with HPC to distribute educational brochures for landmark status opportunities
4. To construct, install and place underground publicly and privately owned utility and communications systems
 - b. Require the undergrounding of utilities in conjunction with new and redevelopment projects within the district

Action Plan

2013 Timeline	Item
	1a Clean up the corners at 4th and Main and 6th and Main to look like the 5th and Main Street corner
	1b Clean up the existing gas meters by painting them or covering them up
	1c Façade renovation program
	1d Develop and implement a plan for DDA land purchase, Lot 21 at 4th and Main St.
	2b Contract with local architect for the described projects
	3a Review and understand Downtown Historic Survey and partner with the HPC to implement survey recommendations
	4a Review and understand Town undergrounding funding opportunities and seek prioritization of funds in conjunction with redevelopment and beautification projects



Marketing Committee

Kristie Melendez- Chairman
Brent Phinney

Meetings take place the 4th Wednesday of each month at 7:30am, Windsor Town Hall

Purpose: The Marketing Committee is responsible for implementing the DDA Annual Marketing Campaign including all aspects of strategic messaging as depicted in the DDA Strategic Plan. In addition, the Marketing Committee will take on the responsibility of implementing a Downtown signage/ Way finding system.

2013 Objectives & Projects

1. Establish communication with all members of the DDA and the community
 - a. Relationship with papers, local publications & radio stations
 - b. Windsor DDA email list
 - c. Social media
2. Establish communication with developers, investors, builders, realtors and other stakeholders
 - a. Promotional materials/handouts
3. To promote a diversity of activities in the district and to encourage the creation and continuation of public events held within the district
 - a. Hire part-time coordinator or continue relationship with marketing company
4. To encourage the renovation and reuse of vacant and deteriorated structures within the district
 - a. Store front display program for vacant buildings
5. To improve the pedestrian flow and protection
 - a. Pedestrian and vehicular circulation system

Action Plan

2013 Timeline	Item
	1a Contract with local papers for a regular column or other updates on what is happening downtown, events, etc.
	1b Send e-newsletters with the events scheduled, current and proposed projects, meeting times, etc. to the DDA members on a monthly basis
	1c Establish appropriate media accounts and update regularly; Establish a baseline of followers and monitor the success of those accounts
	2a Package the statistical data of the district including but not limited to, vacant parcels, square footages, zoning, etc. Attend realtor meetings, Upstate and NCEDC annual meetings
	3a Develop a budget and hiring process for the marketing coordinator, or make decision to continue relationship with Mantooth Marketing
	4a Contact property owners of vacant buildings, establish display criteria, and conduct outreach to civic organizations
	5a Install new street signs and add directional signage in downtown and to downtown



Downtown Development Authority Board

Bob Winter- Chairman

Craig Petersen- Secretary/Treasurer

Kristie Melendez, Brent Phinney, Dan Stauss, Sean Pike, Jason Schaeffer

Regular meetings take place the 3rd Wednesday of each month at 7:30am, Windsor Town Hall

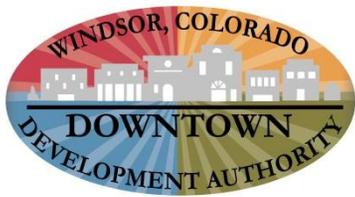
Purpose: The items below are those that all members of the board should be working towards throughout the year as they also accomplish the sub-committee goals.

2013 Objectives & Projects

1. To promote and market the district
 - a. Partner with the Windsor Chamber of Commerce at various events
 - b. Increase partnership/sponsorship opportunities with special events that are held in Boardwalk and Main Park
2. Maintain and revitalize the district as a center for commercial, financial, governmental, social, recreational, and cultural activities and to prevent deterioration from occurring
 - a. Explore Main Street Candidate Program
 - b. Partner with community organizations
 - c. Volunteer program and coordinate with existing community organization

Action Plan

2013 Timeline	Item
	1b Communications with business and property owners regarding events
	2a Attend quarterly Downtown Institutes, review Main Street benefits and requirements, request Main Street training and technical assistance from DOLA staff
	2b Identify liaisons on DDA Board for various community organizations
	2c Meet with civic organizations to identify volunteer opportunities in the DDA. Promote volunteer opportunities through existing media and communication outlets



Windsor Downtown Development Authority
P.O. Box 381, Windsor, CO 80550
www.windsordda.com

You Are Invited!

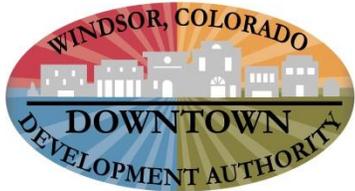
The Windsor DDA wants to hear from you!

Wednesday, January 23, 2013

6:30 pm to 8:00 pm

Art and Heritage Center
116 5th Street, Windsor, CO 80550

Please join the DDA Board for light appetizers, drinks and a discussion about the 2013 Budget and Work Program



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