



HISTORIC PRESERVATION COMMISSION REGULAR MEETING
August 10, 2011 – 5:45 P.M.
First Floor Conference Room – 301 Walnut Street
Windsor, CO 80550

MINUTES

A. CALL TO ORDER

Chairperson Ann Lynn-McAbee called the meeting to order at 5:47 p.m.

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| 1. <u>Roll Call</u> | Chairperson | Ann Lynn-McAbee
Scot Griffith
Anne Johnson |
| Absent: | Town Board Liaison | Robert Bishop-Cotner
Wayne Frelund
Brent Phinney |
| Also present: | Associate Planner
Deputy Town Clerk | Elizabeth Fields, AICP
Mary Lee |
2. Public Invited to be Heard
There was no public comment

B. CONSENT CALENDAR

1. Minutes of the July 13, 2011 Regular Meeting
Commissioner Johnson moved to approve the Minutes as presented; Commissioner Griffith seconded the motion. Motion carried unanimously.

C. BOARD ACTION

1. Concept Plan review of St. Alban's Parish Hall expansion
Ms. Fields briefly explained the Concept Plan Review process, noting this presentation contains the same architectural renderings that will be brought before the Development Review Committee. She highlighted the historic significance of this particular building noting it was built in 1914, is the first stone church to be built in Windsor, and because of its iconic presence in the community, may someday be designated an Historic Landmark if desired.

Mr. Stuart Hutchinson, Stuart Hutchinson Architects, presented renderings of the project showing all elevations and answered questions from the Commission about materials to be used, specific design features to be added to the buildings facade, time frames for renovation, and details of the project. The Commission suggested a complete photographic record of the building be compiled including images before, during and after the renovation, to document all phases of the project and changes to the structure both inside and out. Those photos could be required if landmark designation is sought in the future.

Commissioners expressed their gratitude to Mr. Hutchinson for sharing this information, and allowing them to gather more details of the project prior to construction startup at the site.

D. COMMUNICATIONS

1. Communications from Historic Preservation Commissioners
There were no additional communications.
2. Communications from Town Board Liaison
Mr. Bishop-Cotner was not in attendance.

3. Communications from Town Staff
There were no additional communications.

E. ADJOURN

Commissioner Johnson moved to adjourn; Commissioner Griffith seconded the motion. Motion carried unanimously.

Mary Lee, Deputy Town Clerk