

**Historic Preservation Commission
Regular Meeting Minutes
Wednesday, December 8, 2010, at 6:22 p.m.**

1. Call to Order

Chair Robin Martinez called the regular meeting of the Historic Preservation Commission to order on Wednesday, December 8, 2010 at 6:22 p.m. The meeting was held in the 1st Floor Conference Room at Town Hall, 301 Walnut Street, Windsor, Colorado.

The following Commission members were present:

Robin Martinez, Chair
Anne Johnson
Ann Lynn-McAbee
Brent Phinney

Robert Bishop-Cotner - Town Board Liaison was excused

The following town staff was present:

Elizabeth Fields, Associate Planner
Carrie Knight, Manager of Art & Heritage
Mary Lee, Deputy Town Clerk

2. PUBLIC INVITED TO BE HEARD.

There was no public comment.

3. Consent Calendar.

Mr. Phinney moved to table acceptance of the minutes until the January meeting, as they were inadvertently omitted from the meeting packets; Ms. Johnson seconded the motion. All members voted Aye.

4. Local Landmark Designation of Museum Buildings of Boardwalk Park.

Ms. Knight pointed out this topic was discussed at last month's work session. She noted several properties that she would be seeking designation for, including the 1882 Windsor Depot and the Eaton House which was built by the ditch company and is located behind the "church" at Boardwalk Park. The application process would be completed in part by staff, with a recommendation from the Commission, and would be a good exercise to learn the designation process. The process would probably begin in April or May of 2011.

Ms. Johnson moved to pursue Landmark Designation for the Depot and the Eaton House. Ms. Lynn-McAbee seconded the motion. All members voted Aye.

5. Preserve America designation for the Town of Windsor.

Ms. Knight described the program and the application process, noting this would allow for educational outreach, information and signage, possible funding, and tools for planning. She noted the Main Street program is facilitated by the National Trust for Historic Preservation, and is more difficult to obtain, but the Preserve America program is a great starting point, and offers significant potential for communities. Staff would lay the ground work for the program and the Commission would do the vision mapping, to determine the direction for the program. There is no application fee. A shortened application would be required since Windsor is a Certified Local Government.

Ms. Johnson moved to have staff investigate the requirements for application to Preserve America, and report back in January for a vote based upon annual requirements of the program. All members voted Aye.

Staff will prepare guidelines for how the program will operate, and how it would be presented to the Board. Ms. Fields will confirm what will be required. Ms. Knight suggested checking the web for more information on the program. Mr. Phinney added there may be a tie-in with the proposed Downtown Development Authority.

6. Communication from the Historic Preservation Commission.

There were no additional communications from the Commissioners.

7. Communications from Town Board liaison.

Mr. Bishop-Cotner was not in attendance.

8. Communications from the staff.

Ms. Fields polled the group on attendance for the January 12 meeting. No one knew of conflicts at this time.

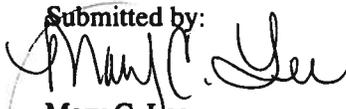
9. Adjourn

Ms. Johnson moved to adjourn; Mr. Phinney seconded the motion. All members voted Aye. The meeting was adjourned at 7:38 p.m.

CERTIFICATION:

Approved by the Windsor Historic Preservation Commission on the 12th day of January 2011.

Submitted by:



Mary C. Lee
Deputy Town Clerk