



HISTORIC PRESERVATION COMMISSION REGULAR MEETING
February 15, 2012 – 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 5:46 p.m.

1. Roll Call Chairperson Ann Lynn-McAbee
 Scot Griffith
 Carrie Ann Lucas
 Tyler Rossman – Voting Alternate

Also present: Director of Planning Joe Plummer, AICP
 Elizabeth Fields, AICP
 Deputy Town Clerk Mary Lee

New members Carrie Ann Lucan and Tyler Rossman introduced themselves, and gave a brief summary of their interests and qualifications for participation on the Commission.

2. Public Invited to be Heard
There was no public comment

B. CONSENT CALENDAR

1. Minutes of the January 11, 2012 Regular Meeting
Since three of the four members in attendance were NOT present at the January 11, 2012 meeting, approval of the minutes was tabled until those members have an opportunity to review the minutes, and make corrections if appropriate.

C. BOARD ACTION

1. Election of Officers
Ms. Fields reviewed procedures for election of officers, and reviewed the recent history of the Commission and how/when officers were elected most recently.

After a brief discussion, Commissioner Lucas moved to postpone election of officers until the next meeting; Commissioner Griffith seconded the motion. Motion carried unanimously.

2. Public Hearing – Application for Designation of a Historic Landmark-Windsor Railroad Depot.
Ms. Fields briefly reviewed the application process, and explained the work that has taken place to date regarding the proposed local landmark designation. Commissioner Lynn-McAbee commented on the work that went into the application for this property, and reviewed other landmark designated properties in Windsor. Commissioner Lucas asked how designation would benefit the property; Ms. Fields clarified that designation would qualify the property for funding, grant opportunities and other assistance through the State Historic Preservation office.

There was no public comment

Commissioner Griffith moved to close the public hearing; Commissioner Lucas seconded the motion. Motion carried unanimously.

3. Recommendations to Town Board – Application for Designation of a Historic Landmark
Commissioner Lucas moved to recommend that Town Board approve the application for landmark designation of the Depot based upon the findings of fact and the criteria contained in the application; Commissioner Griffith seconded the motion. Motion carried unanimously.

Ms. Fields noted the application will go before the Town Board at a Work Session on February 27, 2012 and the first reading of the Ordinance will take place at the Town Board Regular Meeting on March 12, 2012. She will email the dates to Commissioners as a reminder.

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, so he had no communications.

3. Communications from Town Staff

Mr. Plummer introduced Dan Corson, Intergovernmental Services Director for the Office of Archaeology and Historic Preservation. Mr. Corson is observing the meeting as a part of the Town's Certified Local Government designation requirements. Mr. Plummer added that Commissioners must also attend training periodically to fulfill requirements of CLG designation, and invited Commissioners to contact Ms. Fields if they are interested in attending upcoming Historic Preservation training on May 11, 2012 in Pueblo, Colorado.

Ms. Fields noted the Commission hosted a Historic Church Tour in August of 2010, and the Commission members had expressed interest in hosting a similar event tentatively on May 5, 2012. The Windsor Church of Christ and St. Albans Episcopal Church have responded favorably, and she is hoping others will also show interest in participation this year. She indicated that she will update Commissioners on the status of this event at the next meeting.

Commissioner Lynn-McAbee questioned if the Historic Preservation brochure and the Why Preserve handout had been distributed to the Town Board Members. Ms. Fields replied that both documents have not yet been provided to the Town Board members. She indicated that she, upon approval, will include these documents in the upcoming Town Board work session packets. She also noted that she will work on getting them posted to the newly reformatted Town of Windsor web site. Commissioner Lynn-McAbee added that it would be nice to coordinate with the Library to set up a display about Windsor's history and historic preservation in coordination with Historic Preservation month in May.

Ms. Fields also noted the Windsor-Severance Historical Society has developed a photo book of historic Windsor that will be released April of 2012. The publishers would be interested in making books available for sale during the Church Tour – and possibly a book will be given away as a prize to participants.

E. ADJOURN

Commissioner Griffith moved to adjourn at 6:15 p.m.; Commissioner Lucas seconded the motion. Motion carried unanimously.

Mary Lee, Deputy Town Clerk