



Minutes

A. CALL TO ORDER

Chairperson Rachel Kline called the meeting to order at 5:50 p.m.

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| 1. Roll Call | Chair | Rachel Kline
Jessica Dieken
Anita Drake
Lisa Geisick
Carrie Ann Lucas
Ann Lynn-McAbee |
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Also present: Associate Planner Josh Olhava
Town Board Liaison Robert Bishop-Cotner
SHIPO Representatives Dan Corson - Intergovernmental Services Director
Patrick Eidman - Historic Preservation Technical Outreach
Heather Bailey - Historic Preservation Grants Specialist

2. Review of Agenda by the Commission and Addition of Items of New Business to the Agenda for Consideration by the Commission.
There were no changes to the Agenda.
3. Public Invited to be Heard
There was no public comment.

B. CONSENT CALENDAR

1. Approval of Minutes of the October 9, 2013 Historic Preservation Commission meeting.
Ms. Dieken moved to accept the minutes as presented; Ms. Lucas seconded the motion. Roll call on the vote resulted as follows: All in attendance voted yes – motion carried.

C. BOARD ACTION

NOTE: the official record of this evening's proceedings shall include the application, staff memos and recommendations, packet materials and supporting documents, and all testimony received.

1. Election of Officers for 2014.
Ms. Lucas moved to retain the current slate of officers for the year 2014; Ms. Lynn-McAbee seconded the motion. All in attendance voted yes – motion carried.
2. Public Hearing – An application for Designation of a Historic Landmark – Park School building – J. Olhava
Mr. Olhava explained that Ms. Kline, on behalf of the Historic Preservation Commission, has submitted an application seeking designation as a Historic Landmark for the Park School Building (current Town Hall offices) located at 301 Walnut Street. He highlighted significant points of the application, and recapped the history of the building. Mr. Olhava presented to the Commission staff's analysis of the Criteria for Designation, based on the

research and documentation within the application materials. Ms. Kline noted questions remain regarding the windows and more research is required.

There was no public comment. Ms. Lucas pointed out the modifications to this building addressing ADA accessibility will not negatively impact efforts to obtain a Historic Landmark Designation.

Ms. Lynn-McAbee moved to close the public hearing; Ms. Lucas seconded the motion. All in attendance voted yes – motion carried.

2. Recommendation to the Town Board – An application for Designation of a Historic Landmark – Park School building – J. Olhava

Ms. Lucas moved to forward a recommendation of approval to the Town Board for the designation of the Park School building as a Historic Landmark based on the criteria that the Park School building:

1. Exemplifies specific elements of an architectural style or period;
2. Demonstrates superior craftsmanship of high artistic value;
3. Exemplifies the cultural, economic and social heritage of the community; and
4. Enhances the sense of identity of the community.

Ms. Lynn-McAbee seconded the motion. All in attendance voted yes – motion carried.

D. COMMUNICATIONS

1. Presentation from the State Historic Preservation Office

Mr. Corson introduced Mr. Eidman and Ms. Bailey. He reviewed the Certified Local Government criteria, information on the upcoming Saving Places Conference, and shared a visual presentation explaining the CLG program, and the history and responsibilities of the State Historic Preservation Office. Mr. Corson also shared a “Rap Video” of the National Register process for information and entertainment.

Mr. Eidman explained his responsibilities with the State, and encouraged members to pursue historic surveys in Windsor. He highlighted grant programs and tax credits that may be available for local preservation, and distributed several informational handouts for review. He also pointed out an on-line calendar of events, and the Preserve Colorado Network which allows on-line interaction and feedback from preservation professionals and activists.

Mr. Olhava mentioned that he signed up a few months prior through Mr. Eidman and has been very impressed with the level of discussion and diversity of topics discussed.

2. Communications from the Historic Preservation Commission

Ms. Lynn-McAbee suggested getting started on Preservation Month activities. Ms. Lucas added she liked the cooperative efforts with the Library. Ms. Kline expressed interest in participation in the 50th Anniversary of the Preservation Act festivities.

3. Communications from Town Board liaison

Mr. Bishop-Cotner had nothing new to report to the Commission.

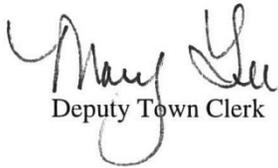
4. Communications from the staff

Mr. Olhava provided additional information regarding the TIGER Quiet Zone Grant the Town has received. He touched on the upcoming Saving Places Conference in Denver, reviewing transportation options and reimbursement procedures. He also briefly addressed the Work Plan noting a desire to gather information from neighboring municipalities and foster interaction with their Commissions.

Ms. Kline noted the Compass database includes several Windsor residences that have been surveyed. Mr. Olhava reinforced Ms. Kline's note on the Compass database and that he will be working to procure all the information he can from Compass and the State on previously surveyed properties. Ms. Lucas noted a desire to focus initial efforts on older structures, and suggested outreach to the School District to possibly create a preservation district in the Tozer neighborhood. Mr. Eidman told of possible resources available for schools seeking Historic Designation.

E. ADJOURN

Upon a motion dually made and seconded, the meeting was adjourned at 7:08 p.m.


Deputy Town Clerk