



HISTORIC PRESERVATION COMMISSION REGULAR MEETING

April 24, 2019 // 5:45 p.m. // Second Floor Conference Room
301 Walnut Street, Windsor, CO 80550

AGENDA

A. CALL TO ORDER

1. Roll Call
2. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration by the Board

B. CONSENT CALENDAR

1. Approval of the minutes of January 9, 2019

C. BOARD ACTION

1. Election of officers for 2019 (Chair, Vice Chair, and Secretary)

D. COMMUNICATIONS

1. Communications from the Historic Preservation Commission
 - i. Recap of Saving Places Conference
2. Communications from Town Board liaison
3. Communications from staff
 - i. Windsor Lake Sign Update
 - ii. Historical Society Partnership
 - iii. 2019 Event

E. ADJOURN

Applicants may discuss the requests and the recommendations with staff during normal business hours of 8:00 a.m. to 5:00 p.m., Monday through Friday, except holidays. For the convenience of the applicants, appointments are recommended.

Upcoming Meeting Dates

The Town of Windsor will make reasonable accommodations for access to town services, programs, and activities, and will make special communication arrangements for persons with disabilities. Please call 970-674-2400 by noon on the day prior to the meeting to make arrangements.

<u>Wednesday, April 24, 2019</u>	5:45 P.M.	Regular HPC Meeting**
<u>Wednesday, July 10, 2019</u>	5:45 P.M.	Regular HPC Meeting**
<u>Wednesday, October 9, 2019</u>	5:45 P.M.	Regular HPC Meeting**

** Does not include any Historic Preservation Commission (HPC) work sessions which may be requested and may also be scheduled for these dates. Regular meeting dates may be changed to a work session at the discretion of the Chair when no action items are present.

Note: Special meeting dates or events may be scheduled at regular HPC meetings.



HISTORIC PRESERVATION COMMISSION REGULAR MEETING

January 9 2019, 5:45 P.M.
1st Floor Conference Room

The Town of Windsor will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970) 674-2400 by noon on the Monday prior to the meeting to make arrangements.

MINUTES

A. CALL TO ORDER

Ms. Zuckweiler called the meeting to order at 6:03 pm

1. Roll Call

Board members in attendance:

Jean Zuckweiler
Alicia Ready
Autumn Aspen

Absent:

Dr. Larry Lawrence
Ron Steinbach
Carrie Ann Lucas
Ruth Brunner

Also in attendance:

Paul Hornbeck, Senior Planner
Myles Baker, Town Board Liaison

2. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration by the Board
There were no changes to the agenda.

B. CONSENT CALENDAR

1. Approval of the November 6, 2018 minutes.

Ms. Ready moved to approve the minutes as presented. Ms. Aspen seconded such motion. Motion passed.

C. BOARD ACTION

1. Election of officers for 2019.

Ms. Aspen moved to postpone elections until the April 10, 2019 meeting. Ms. Ready seconded such motion. Motion passed.

D. COMMUNICATIONS

1. Communications from the Historic Preservation Commission

Ms. Zuckweiler mentioned there were two images on the downtown walking tour that need to be updated: Spokes and the Design Center building. Mr. Hornbeck said he would update those images and that he'd be working on other updates to combine the two HPC related webpages. There was discussion about adding the CSU residential survey to the website.

2. Communications from Town Board liaison

None.

3. Communications from staff

Mr. Hornbeck shared the 2019 educational opportunities include the Saving Places Conference and Past Forward Conference and the Ms. Brunner had expressed interest in attending Saving Places. Ms. Zuckweiler said she was interested in attending Saving Places as well.

Mr. Hornbeck shared the information on signage that was provided by Museum Curator Caitlin Hauser. There was agreement that the "Water comes to Windsor" and "Windsor Lake: Business and Recreation" displays would work well for the educational signage the HPC would like to create at Windsor Lake. There was discussion of including additional information about the significance of the water law being established in the region. Ms. Ready volunteered to get cost estimates for the signs. Mr. Hornbeck said he would work to finalize the designs and research funding opportunities.

There was discussion about other types of signage such as plaques on buildings. There was the most interest in either stickers in the windows of downtown businesses with links to a webpage with building information or signs on street corners in residential areas with information on the history of the street. Logistics such as where the signs could be placed in right-of-way, maintenance, etc. were brought up as potential issues to be worked through. There was agreement to focus on the Windsor Lake signage first, and then explore other opportunities.

E. ADJOURN

Upon a motion duly made, the meeting was adjourned at 6:40 p.m.



Paul Hornbeck, Senior Planner



MEMORANDUM

Date: April 10, 2019
To: Historic Preservation Commission
From: Paul Hornbeck, Senior Planner
Re: Staff Communications
Item #: D.3

Windsor Lake Signage

Parks, Recreation, & Culture staff will be attending this meeting to discuss the proposed signage and provide some direction regarding best practices for interpretive signage.

Planning staff looked into funding opportunities for signage and found that the Poudre Heritage Alliance offers grants but requires matching funding so it's not a viable option at this time. History Colorado also offers grants but the application deadline is in January so it has passed for the year and it's unclear if the proposed signage would qualify. Therefore, once HPC has a more complete proposal, the commission might consider submitting a request for funding for Town Board consideration.

Historical Society Partnership

The Town Board held a work session in March to look at the role of advisory boards like HPC and if there are any opportunities for efficiencies by combining boards. As a Certified Local Government with corresponding state requirements, it was determined HPC is not a board that could be combined or modified. However, Town Board would like HPC to partner more with the Windsor Severance Historical Society since the two groups have some overlapping interests. One idea that was discussed was requiring joint membership where some HPC members would be required to also be Historical Society members. The State Preservation Planner was not familiar with any jurisdictions that require joint membership and suggested a less formal arrangement. Staff welcomes any suggestions from HPC but will likely recommend to Town Board to have a less formal relationship with one HPC member serving as a liaison to attend Historical Society meetings.

2019 Event

HPC had previously discussed hosting tours again at Boardwalk Park in 2019 and the possibility of doing walking tours associated with the Walnut Street survey done by CSU. The CSU survey materials have not been finalized yet so that doesn't appear to be a good option at this time. What was formerly the all town barbeque, which this year will be ice cream only, is on June 6th. If the HPC would like to give tours during this event we can discuss details at the meeting.