

**LOVELAND HISTORIC PRESERVATION COMMISSION  
REGULAR AGENDA  
MONDAY, JULY 16, 2012 6:00 PM  
CITY COUNCIL CHAMBERS  
500 E. THIRD STREET**

THE CITY OF LOVELAND DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, NATIONAL ORIGIN, SEX, RELIGION, AGE OR DISABILITY IN THE PROVISION OF SERVICES. FOR DISABLED PERSONS NEEDING REASONABLE ACCOMMODATION TO ATTEND OR PARTICIPATE IN A CITY SERVICE OR PROGRAM, CALL 962-2303 OR TDD #962-2620 AS FAR IN ADVANCE AS POSSIBLE.

**6:00 PM**

- I. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE**
- III. ROLL CALL**
- IV. APPROVAL OF THE AGENDA**
- V. APPROVAL OF PREVIOUS MEETING'S MINUTES**
- VI. INTRODUCE NEW COMMISSIONER – STACEE KERSLEY**
  
- VII. REPORTS** 6:00-6:15
  - a. Citizen Reports  
*This agenda item provides an opportunity for citizens to address the Commission on matters not on the consent or regular agendas.*
  - b. Council Update (John Fogle)
  - c. Staff Update
  
- VIII. AGENDA – CONSIDERATION OF NEW BUSINESS**
  - a. Viestenz-Smith Mountain Park 6:15-6:25
  - b. City Council Study Session (July 10) Report 6:25-6:35
  - c. Swartz Farmstead/Milner Schwarz House Meeting with City Manager 6:35-6:50
    - Motion asking for authorization from Council to prepare and submit an application for designation to the State and/or national registers for Milner Schwarz House
  - d. Recruitment of new commissioners 6:50-7:00
  - e. Next Meeting's Agenda/Action items 7:00-7:05
  
- IX. COMMISSIONER COMMENTS** 7:05-7:15  
*This agenda item provides an opportunity for Commissioners to speak on matters not on the regular agenda.*
  
- X. ADJOURN**

1      **City of Loveland**  
2      **Historic Preservation Commission**  
3      **Meeting Summary**  
4      **June 18, 2012**

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5      A meeting of the Loveland Historic Preservation Commission was held Monday, June 18, 2012 at 6:00 P.M. in the  
6      City Council Chambers of the Civic Center at 500 East Third Street, Loveland, CO. Historic Preservation  
7      Commissioners in attendance were: Jim Cox, David Berglund, Trudi Manuel and Matt Newman. John Fogle, City  
8      Council Liaison and staff members, Bethany Clark and Nikki Garshelis were also present. Commissioners Robin  
9      Ericson and Laura McGinley were absent.

10     **Guests:** Mike Perry, President of the Loveland Historical Society; Bruce Willard, owner of 524 Harrison Ave  
11     property arrived at 6:14p.m.

14     **CALL TO ORDER**

15     *Commission Chair Cox called the meeting to order at 6:00 p.m.*

17     **APPROVAL OF AGENDA**

18     *Commission Chair Cox asked for approval of the agenda. Commissioner Manuel requested moving the Public  
19     Hearing earlier on the agenda because she had to leave early, she then motioned to approve the agenda with  
20     this change. Commissioner Newman seconded and the motion passed unanimously.*

22     **APPROVAL OF MINUTES**

23     *Commissioner Newman motioned for approval of the minutes. The motion was seconded by Commissioner  
24     Berglund and the motion passed unanimously.*

26     **PUBLIC HEARING-Nomination of 524 N. Harrison Ave**

27     *Bethany Clark reviewed that at the last HPC meeting the Commissioners directed her to research the shared  
28     garage issue on two properties and how it would affect the historic designation of 524 N. Harrison. There is a  
29     Party Wall Agreement between the two properties, she said. The City Attorney reviewed the agreement and  
30     advised that it allocates responsibility for maintenance and reconstruction in the event of damage or destruction  
31     of the shared garage. Either party could make modifications that would change the appearance of their half  
32     without consent of the other party, she explained. Neither party could do anything that would deprive the other  
33     one of a support wall. Bethany said she mailed a notification letter to the other property owner but has not  
34     received a response. An historic designation on half of the garage would not put any constraints on the other  
35     half, she said. The Commissioners agreed they were satisfied with the information and in favor of nomination of  
36     the property. At 6:06p.m. the Public Hearing was opened and when no one asked to make a public comment, it  
37     was subsequently closed.*

38     *Commissioner Newman made the motion to recommend approval of the nomination of 524 N. Harrison Ave as  
39     an historic landmark property to City Council. The motion was seconded by Commissioner Manuel and it passed  
40     unanimously.*

41     **CITIZEN REPORTS**

43     **None**

45     **CITY COUNCIL UPDATE**

46     *John Fogle asked if the HPC had any questions about Council business. Commissioner Manuel asked about the  
47     HPC getting a budget approved by Council. Councilor Fogle said the City Council requested that the HPC do  
48     regular outreach mailings so that would need funding. Past costs have been paid by taking money from other  
49     budgets so it makes sense for the HPC to have their own budget, he said. It needs to be clear where the money*

50 is coming from, he added. Bethany Clark created a budget request of \$8,900 for the HPC. Commissioner  
51 Berglund said this is a step in the right direction.

52 **STAFF UPDATE**

53

- 54 • Two postcard variations notifying owners that their property is on the Loveland Historic Preservation  
55 Survey are being mailed this week. She distributed copies of the postcards.
- 56 • There are \$1,896 of funds left of the \$2,700 donation.
- 57 • July 10 is the City Council Study Session featuring the HPC's presentation. Greg George needs the  
58 presentation sent to him by June 26<sup>th</sup> in order to meet the packet deadline. Commissioners Berglund  
59 and Manuel said they met once but would like to meet again soon to prepare the presentation.

60 **CONSIDERATION OF NEW BUSINESS**

61 **HISTORIC PRESERVATION MONTH REVIEW**

62 *Bethany Clark* reported that 1,202 people attended Historic Preservation Month events. She directed the HPC  
63 to the packet item, *Evaluation of Historic Preservation Month*. Councilor Fogle requested the numbers be  
64 reported to City Council.

65 **LOVELAND HISTORICAL SOCIETY-SWARTZ FARMSTEAD PROPOSAL**

66 *Mike Perry*, President of the Loveland Historical Society, asked for feedback from the HPC on the proposal on the  
67 Swartz Farmstead to the Open Lands Advisory Commission. Some of the suggestions/questions were:

68

- 69 • Is this a standard City of Loveland proposal?
- 70 • Commissioner Newman suggested attempting to estimate operating costs and where the funds would  
71 come from. Mike Perry said costs are difficult to estimate because there is no assessment yet.  
72 Operating costs would come from events and activities held on the farmstead but until an assessment is  
73 complete they did not know which buildings were usable, he explained. Commissioner Newman  
74 suggested adding phases of the project, focusing on one or two of the buildings at a time.  
75 Commissioner Manuel agreed that the proposal should prioritize what would be done first.
- 76 • Commissioner Berglund and Newman suggested softening the language on page 11, particularly #7,  
77 changing "expect" to "request."
- 78 • Councilor Fogle suggested researching the City Code to determine if the OLAC can even use those funds  
79 for the items identified in the proposal.
- 80 • Commissioner Manuel suggested changing #7 on page 11 from "grants Received" to "grants applied  
81 for."
- 82 • Commissioner Newman suggested softening the language in #5 on page 11 regarding updating utilities.

83 *Mike Perry* said he will update the proposal with the suggestions and send it back to Commission Chair Cox.

84 *Commission Chair Cox* asked Mike Perry if the LHS would be interested in having a more coordinated  
85 relationship with the HPC, perhaps having a member from LHS and HPC sit on each other's board. Or, he said,  
86 perhaps share minutes and reports, or both? Other Commissioners said they liked the idea and Mike Perry said  
87 he would take it to the LHS to get their feedback.

88 **DOWNTOWN HISTORIC DISTRICT DISCUSSION**

89 *Bethany Clark* reported that during a presentation she gave to Economic Development Department staff the  
90 idea of nominating the Loveland Downtown as a National Historic District came up for discussion. She did some  
91 research and found that staff had previously made efforts in this direction but had stopped when concerns were  
92 expressed over the possibility of restrictions on an impending streetscape project. City staff recently met with  
93 Historic Preservation staff from Fort Collins and Greeley to find out if they had any problems between

99 streetscape improvements and having National Historic District status. Staff in Fort Collins and Greeley said that  
100 there have not been any conflicts at all with executing downtown improvements. The Commissioners all agreed  
101 that they wanted to move forward with this plan and said it would be beneficial to Loveland.  
102

103 **NEXT MEETING AGENDA**

104 • Swartz Farmstead Update  
105 • Viestenz-Smith Mountain Park Historic Designation  
106 • City Council Study Session Report  
107

108 **COMMISSIONER COMMENTS**

109 • *Commissioner Newman* said there is a meeting scheduled for July 20 on the Realtor's Workshop. He will  
110 take the picture/plaque to that meeting to present to Robin Ericson for her service on the HPC. He said  
111 they could make it a surprise party for her. Commissioner Ericson resigned June 13.  
112 • *Bethany Clark* reported that Stacee Kersley has been appointed as a new Commissioner and Trudi  
113 Manuel has been reappointed for another term.  
114  
115

116 **Meeting adjourned at 7:13p.m.**



## Staff Update

**Meeting Date:** July 16, 2012  
**To:** Loveland Historic Preservation Commission  
**From:** Nikki Garshelis, Development Services

### Staff Update Format:

The staff update contains informational items. Five minutes is set aside on the agenda for brief questions and comments on staff update items.

*If a more in-depth discussion or extensive questions on a specific item is desired, staff requests that the HPC Chair establish if it is the Commission's consensus to have a longer discussion. Staff will be happy to answer questions on any item with individual commissioners after the meeting.*

If the staff update indicates that staff will be pursuing a particular course of action, no comment from the Commission indicates that the Historic Preservation Commission is supportive of that course of action.

### Staff Update Items:

#### Historic Survey Mailing Notification

The postcards notifying owners that their property is on the Loveland Historic Preservation Survey was mailed out the week of June 18. Approximately 15 phone calls have been received since the mailing, all positive and most callers had questions about designating their houses as historic landmarks.

#### 524 North Harrison Landmark Designation

The first reading of the Landmark Designation of 524 N Harrison property is scheduled for the July 17 City Council meeting as recommended by the Historic Preservation Commission at the June 18, 2012 meeting.

#### Milner Schwarz House and Swartz Farmstead

With a motion for approval by the HPC, the Milner Schwartz House can be placed on the City Council's regular agenda for the August 7<sup>th</sup> meeting. The item would be asking for authorization from Council to prepare and submit an application for designation to the State and/or national registers. HPC would take an active role in the presentation.

Since there is more work to be done on the Swartz Farmstead proposal, the City Manager has asked the directors from Park and Recreation, Development Services, Cultural Services and Economic Development to meet to identify the key issues and report back to him with a recommendation on future use of the farmstead. Until there is a decision regarding future use the proposal to designate the farmstead to the State and/or national registers will be put on hold. The four directors are scheduled to meet on Monday, July 16<sup>th</sup>.

### **HPC 2013 Budget Request**

Supplemental budget requests for the 2013 budget were due last week. A supplemental budget for the Historic Preservation program was submitted in the amount of \$8,900.

### **Marino Medina Cemetery**

In March of this year an application for historic landmark designation was submitted by the Loveland Historical society. The transfer of the deed to LHS was not complete at the time of the application so the designation process was put on hold. LHS is now in possession of the deed and is the owner of the Mariano Medina Cemetery. The designation process can move forward to the August 20 HPC meeting with HPC approval.