

**LOVELAND HISTORIC PRESERVATION COMMISSION
MEETING AGENDA
MONDAY, JUNE 17, 2013 6:00 PM
CITY COUNCIL CHAMBERS
500 E. THIRD STREET**

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. REPORTS** 6:05-6:15
 - 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 (Bethany Clark)

- VII. AGENDA – CONSIDERATION OF NEW BUSINESS**
 - a. Request for Funding from Loveland Housing Authority 6:15-6:35
 - b. Historic Preservation Month Review 6:35-6:50
 - c. Committee Reports 6:50-7:10
 - d. Next Meeting's Agenda/Action Items 7:10-7:15

- VIII. COMMISSIONER COMMENTS** 7:15-7:20
This agenda item provides an opportunity for Commissioners to speak on matters not on the regular agenda.

- IX. ADJOURN**

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1 **City of Loveland**
2 **Historic Preservation Commission**
3 **Meeting Summary**
4 **May 20, 2013**

5 A meeting of the Loveland Historic Preservation Commission was held Monday, May 20, 2013 at 6:00 P.M. in the
6 City Council Chambers in the Civic Center at 500 East Third Street, Loveland, CO. Historic Preservation
7 Commissioners in attendance were: Janelle Armentrout, David Berglund, Stacey Kersley, Trudi Manuel, Matt
8 Newman and Mike Perry. Bethany Clark of Community & Strategic Planning, Nikki Garshelis of Development
9 Services and City Council Liaison John Fogle were also present.

10
11 **CALL TO ORDER**

12 *Commission Chair Newman called the meeting to order at 6:03 p.m.*
13

14 **APPROVAL OF AGENDA**

15 *Commissioner Manuel made the motion to approve the agenda as is. Commissioner Berglund seconded the*
16 *motion and it passed unanimously.*
17

18 **APPROVAL OF MINUTES**

19 *Commissioner Berglund made the motion to approve the minutes of the April 22, 2013 meeting. The motion was*
20 *seconded by Commissioner Armentrout and it passed unanimously.*
21

22 **CITIZEN REPORTS**

23 *None*
24

25 **CITY COUNCIL UPDATE**

26 *City Councilor Fogle reported that City Council recognized May as Historic Preservation Month at their last*
27 *meeting and next week there will be a study session on the legal implications of a fracking ban. Commissioner*
28 *Manuel asked about the future of the Leslie the Cleaner property. Councilor Fogle explained that the City*
29 *acquired it for future multi-use development. A temporary park setting will be installed on the property until a*
30 *development deal can be achieved, he explained.*
31

32 **STAFF UPDATE**

33 *Bethany Clark's report included:*

34

- **Northeast Colorado Regional Historic Preservation Commission Forum**

35 A forum for Historic Preservation Commission members and staff liaisons in northeastern Colorado is
36 scheduled for August 2, 2013 from 1:30-4:30 in the Town of Windsor. Discussions will include
37 preservation issues that each community faces. In the past, two Commissioners attend the forum.

38

- **Swartz Farmstead**

39 Commission Chair Newman and Commissioner Perry attended a meeting with staff, the Development
40 Services Director Greg George, Parks & Recreation Director Gary Havener, and City Manager Bill Cahill to
41 discuss the findings from the Wattle & Daub cost estimates and the Loveland Historical Society proposal.
42 Gary Havener said that an alternative use for the area (a parking lot and bus turnaround) has been
43 proposed should the structures be demolished. The Commissioners were encouraged to explore the
44 possibility of integrating the bus turnaround and parking lot with preservation of some key historic
45 elements. On May 13, 2013, Parks & Recreation submitted a demolition permit for the 11 structures
46 that make up the Swartz Farmstead. This demolition is currently under review.
47

The City Manager told staff that the demolition permit did not have to follow the usual deadline requirements since the owner is the City. Time would be given to develop a revised proposal. Bethany reviewed the demolition review requirements and timeline. The demolition review is scheduled Tuesday. There is a "Next Steps" discussion meeting scheduled at the Pulliam Building on Tuesday at 5:00p.m.

The issue resulted in a long discussion covering the following questions, comments and concerns:

- Why does the Parks and Recreation Department get to make decision alone?
- How much did OLAC pay for the property and did they receive their money back?
- The approved Rivers Edge Plan initially did not have the bus turnaround or parking lot on it so why is it necessary now?
- HPC and LHS needs to meet with the OLAC.
- The farmstead has been around for a long time. Why rush to demolish it?
- The public should be brought in and asked if they value and support the historic farmstead.
- The committee was assured they would have time to prepare a revised proposal and the application for a demolition permit is contradictory to that assurance.
- LHS is envisioning a partnership with other non-profits (like the boy scouts, Youth Gardeners, etc.) to share costs and responsibilities.
- The revised proposal should focus on financial sustainability.

CONSIDERATION OF NEW BUSINESS

ALTERATION CERTIFICATE APPLICATIONS

Bethany Clark asked the HPC to provide feedback on the revised application for Landmark Alteration Certificate Applications. She explained the revision was generated by the HPC's request to simplify the application and ensure that the information submitted was clear and accurate. She combined several communities' applications to produce one that was relevant to Loveland's program. Many applications are alterations to windows and doors, she explained, so she created a separate application for those elements.

The HPC members provided the following feedback:

- Standardize the photo and drawing requirements
- At the bottom of the General Application Checklist the paragraph containing the sentence, "*Historic Preservation staff is not responsible for building or zoning review*" should be clarified so the applicant knows the HP application is in addition to what is needed by the Building or Planning Division and does not take the place of that paperwork.

HISTORIC PRESERVATION MONTH

Bethany Clark reported that there were a few more events left in May for HP Month; the Historic Walking Tour, the Toolbox Workshop and the Ghost signs presentation. Commissioners discussed the events that have already been held:

- Approximately 175 people took the Historic Homes Tour on May 4th. Comments were fantastic.
- Oregon-California Trails Association Plaque dedication at The Mariano Medina Cemetery on May 18 was attended by over 120 people. The Cub Scouts performed the Color Guard ceremony. About 20 members of Harold Dunning's family were there.
- The Masonry Restoration and Wood Window Preservation Workshops on May 17th and May 18 were well attended. Presenters said they have never received such great questions. The Window Workshop was probably the most practical for local homeowners while the Masonry Workshop was good for

contractors. The location at 135 West 4th Street was loaned by Mayatek, Inc. Guests had another enjoyable experience on Friday as they were able to tour the art studio next door.

Councilor Fogle asked Bethany to send him final event totals when they are in so he can inform the City Council. After a brief discussion it was agreed that next year the schedule of events would be mailed earlier even if some of the events do not have final information.

COMMITTEE REPORTS

Commission Chair Newman reported that a letter is still in the works for the Viestenz-Smith Mountain Park designation.

COMMISSIONER COMMENTS

- *Commissioner Armentrout* expressed her concern that there have not been discussions about the Swartz Farmstead without politics or money in the forefront. A meeting about the historic and educational value of the agricultural homestead would be beneficial, she said. *Commission Chair Newman* said he would share a power point presentation with her establishing the value. *Commissioner Perry* said the buildings demonstrate what it was like to operate a farmstead. *Councilor Fogle* encouraged the HPC to fill the City Council Chambers and the hallway during the meeting with supporters to communicate the importance of the farmstead to the Council.

Meeting adjourned at 7:43p.m.



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Staff Update

Meeting Date: May 20, 2013
To: Loveland Historic Preservation Commission
From: Bethany Clark, Community & Strategic Planning

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:

Downtown Historic District

Staff received an award letter from the State Historical Fund on June 2, 2013 awarding the grant to hire a consultant to conduct the research, facilitate the public outreach, and prepare the nomination of the district for the National Register of Historic Places. Staff expects it will take about 4-6 weeks to go under contract.

Elks Lodge Façade Grant

On June 4th, staff presented to the Loveland Downtown Team the Loveland Elks Lodge Façade Matching Grant Application. If awarded, the Elks plan to use the grant to leverage additional funds from the State Historic Fund for a large rehabilitation project. The Loveland Downtown team made a unanimous recommendation to the City Council acting as the Loveland Urban Renewal Authority that they award the grant to the Elks Lodge. Staff will be scheduling



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MEMORANDUM

To: Historic Preservation Commission
From: Bethany Clark, Development Services
Date: June 17, 2013
RE: Loveland Housing Authority Funding Request

SUMMARY

The Loveland Housing Authority has approached the City with a request to sponsor a historical tour for a group of senior citizens. Jeff Feneis, a local historian, and his wife have been giving some lectures on the history of Loveland to a group of senior citizens. That group would now like to actually go out and visit the places that Jeff spoke about but their group would require a large van or small bus over the course of a 3-4 hour period. The group does not have the money to fund it and has asked if the HPC would consider sponsoring the tour. The cost to rent a private bus for the tour would be approximately \$500.

HPC ACTION

Staff is requesting that the HPC make a motion to approve or not approve \$500 for the Loveland Housing Authority to rent a private bus.

ATTACHMENTS

Attachment 1: HPC Budget and YTD Expense Report

2013 YTD Historic Preservation Expense Report

	<u>Budget</u>	<u>YTD Expenditure</u>
Annual mailing to Survey properties	\$ 1,000.00	
HP Month Outreach/Advertising		
Postcard	\$ 800.00	\$ 1,002.02
Reporter-Herald Ads	\$ 600.00	\$ -
Worskhop Materials	\$ 100.00	\$ 63.13
Workshops/Lectures	\$ 500.00	\$ 1,000.00
Saving Places Conference Registration	\$ 1,400.00	\$ 1,140.00
Walking Tour Brochures (2 printings/year of 1,500 brochures/printing)	\$ 4,500.00	
	\$ 8,900.00	\$ 3,205.15

Evaluation of Historic Preservation Month 2013

Date	Event Title	Host	Attendance
May 4th	Loveland Historic Homes Tour	Loveland Historical Society	120
May 7th	Historic Preservation Toolbox, Part 1	Historic Preservation Commission	0
May 8th	Timberlane Farm Museum Heirloom Plants Sale	Timberlane Farm Museum	40
May 10th	Loveland History Hunt	Loveland Museum/Gallery	35
May 11th	Pioneers and Trails of the Big Thompson Valley Bus Tour	Loveland Historical Society	54
May 11th	Heirloom Plants & Antique Garden Treasures Market	Loveland Garden Club	
May 13th	Loveland Historical Society Meeting: "The Effects of the Civil War on Colorado", by John Stienle	Loveland Historical Society	70
May 15th	Lone Tree School Ice Cream Social	Loveland Museum/Gallery	200
May 16th	"Settlement of the Big Thompson Valley: A History of Loveland" Presentation	Loveland Historical Society	30
May 17th	Kitchen Utensil Presentation with Cheryl Miller	The Swan House Tea Room	24
May 17th	Masonry Restoration Workshop	Historic Preservation Commission	20
May 18th	Oregon-California Trails Association Plaque Dedication at the Mariano Medina Family Cemetery	Loveland Historical Society	100
May 18th	Historic Wood Window Preservation Workshop	Historic Preservation Commission	20
May 19th	Lakeside Cemetery Tour	Loveland Historical Society	8
May 22nd	Historic Downtown Walking Tour	Loveland Historical Society	35
May 29th	Historic Preservation Toolbox, Part 2	Historic Preservation Commission	4
May 30th	Ghost Signs	Historic Preservation Commission	7
Total # of Participants			767