

**LOVELAND HISTORIC PRESERVATION COMMISSION
MEETING AGENDA
MONDAY, MARCH 17, 2014 6:00 PM
CITY COUNCIL CHAMBERS
500 E. THIRD STREET**

THE CITY OF LOVELAND IS COMMITTED TO PROVIDING AN EQUAL OPPORTUNITY FOR CITIZENS AND DOES NOT DISCRIMINATE ON THE BASIS OF DISABILITY, RACE, COLOR, NATIONAL ORIGIN, RELIGION, SEXUAL ORIENTATION OR GENDER. THE CITY WILL MAKE REASONABLE ACCOMMODATIONS FOR CITIZENS IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT. FOR MORE INFORMATION, PLEASE CONTACT THE CITY'S ADA COORDINATOR AT BETTIE.GREENBERG@CITYOFLOVELAND.ORG OR 970-962-3319.

6:00 PM

- I. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE**
- III. ROLL CALL (WELCOME TO JON_MARK PATTERSON)**
- 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. Historic Preservation Action Plan Pre-Test Survey Results(Clark) 6:15-6:30
 - b. Youth Involvement in Historic Preservation(Kersley) 6:30-6:40
 - c. Thoroughly Historic Thursday June 12th (Perry) 6:40-6:45
 - d. Historic Preservation Month (Garshelis) 6:45-7:05
 - e. Set Next Meeting's Agenda/Identify Action Items 7:05-7:10

- VIII. COMMISSIONER COMMENTS** 7:10-7:15
This agenda item provides an opportunity for Commissioners to speak on matters not on the regular agenda.

- IX. ADJOURN**

1 **City of Loveland**
2 **Historic Preservation Commission**
3 **Meeting Summary**
4 **February 17, 2014**

5 A meeting of the Loveland Historic Preservation Commission was held Monday, February 17, 2014 at 6:00 P.M.
6 in the City Council Chambers in the Civic Center at 500 East Third Street, Loveland, CO. Historic Preservation
7 Commissioners in attendance were: Janelle Armentrout, Matt Newman, David Berglund, Jim Cox, Stacey Kersley
8 and Mike Perry. Bethany Clark of Community & Strategic Planning, Nikki Garshelis of Development Services and
9 Council Liaison John Fogle were also present.

10
11 Guests: Nicholas J. Wharton, MPA student at University of Colorado Denver, Jean Grove, Facilities Director
12 United Way of Larimer County, John Freeman, Architect for United Way, and Jon-Mark Patterson, Attorney.

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14 **CALL TO ORDER**

15 *Commission Chair Newman called the meeting to order at 6:01 p.m.*

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17 **CITIZEN REPORTS** None

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19 **CITY COUNCIL UPDATE** None

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21 **STAFF UPDATE**

- 22 • Bethany Clark reviewed the staff report and called attention to the upcoming Downtown Historic District
23 Open House scheduled for March 6th from 3:00pm-6:00pm at the Majestic Gathering Place/Odd Fellows
24 Lodge on 4th Street. A mailing to the property owners in the proposed district is scheduled for February
25 19th. Carl McWilliams, the consultant hired to do the application, representatives from the State and
26 HPC members will be providing information at the event. Nikki will schedule a planning meeting prior to
27 the Open House.
- 28 • Bethany introduced Jon-Mark Patterson as the new member of the Historic Preservation Commission
29 (pending City Council approval on March 4). Patterson is taking Commissioner Manuel's vacated
30 position.

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32 **CONSIDERATION OF NEW BUSINESS**

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34 **Elect new Chair and Vice Chair**

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36 Commission Chair Newman noted the election was taking place and reviewed the guidelines of the election of
37 officers. He provided a history when the HPC agreed to elect the vice chair as chair after the current chair
38 served for one year. Commission Chair Newman nominated Vice Chair Berglund as the new Chair of the HPC
39 and Commissioner Perry as Vice Chair. Commissioner Perry declined the nomination stating that he would like
40 to see the position go to someone who would like to add the honor to their professional resume. Commission
41 Chair Newman then nominated Commissioner Kersley as Vice Chair. Commission Chair Newman made a motion
42 to elect David Berglund Chairperson of the Historic Preservation Commission and Stacey Kersley as Vice
43 Chairperson of the Historic Preservation Commission. Commissioner Cox seconded the motion and it passed
44 unanimously. The Commissioners thanked Commission Chair Newman for his great service over the past year.
45 He said it was an honor to serve and he planned on serving until the end of his term in June but was not sure if
46 he would continue after that date.

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48 **Presentation of United Way House (Henderson House)**

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50 Jean Grove, Facilities Director, United Way of Larimer County, reported on the progress of the restoration of the
51 Henderson House at 315 E. 7th Street in Loveland. The house has been owned and managed by United Way of
52 Larimer County since 2003, she said. It was designated on the local historic register in 2006 and utilized state
53 grant funds and a zero interest loan from the City. The roof, foundation and interior have been restored. She
54 thanked the HPC for all their help with the process. She said that United Way is working on a transfer of the
55 property to Habitat for Humanity. John Freeman, architect, reported that he has been involved with the house
56 for many years. He explained that the property received \$80,000 of CDBG funds and, therefore, will be utilized
57 as a non-profit forever. He said it makes sense to transfer the ownership to Habitat. Jean Grove added that the
58 house has been a great success story and invited everyone to tour it. The HPC thanked them for their report and
59 for their commitment to historic preservation.

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61 **Updating Historic Preservation Action Plan**

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63 Bethany Clark introduced Nicholas Wharton, MPA student at University of Colorado Denver. Nick reported that
64 he committed to doing his Capstone project on the Loveland Historic Preservation Plan. He would be working
65 with the HPC over the next few months on the plan, he explained. His project would accomplish the following:

- 66 • Update Chapter 13 of the Historic Preservation Plan, "Preservation Action Plan," which constitutes a 5-
67 year strategic plan, with a focus on developing a strategic historic preservation outreach program.
68 Ultimately, the entire Historic Preservation Plan would be updated with new information and the
69 updated plan would be endorsed by the Historic Preservation Commission and brought to Council for
70 adoption. The update process could include public meetings as well as a retreat involving not just the
71 Preservation Commission but also key stakeholders in the community, such as the Loveland Historical
72 Society. The Public benefit would be a clear articulation of priorities would lead to progress on priority
73 projects.

74 Nick discussed how he would manage the program with surveys, stakeholder meetings and regular updates. He
75 also said he would reduce the plan so it was simplified and more manageable than the previous plan. The
76 Commissioners discussed how they were fortunate to have Nick take this project on and agreed to provide him
77 with any assistance they could.

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79 **Historic Preservation Month Discussion**

80 The HPC discussed the following events:

- 81 1. May 3rd Tour de Pants. The committee met and is in the process of working out the details.
- 82 2. (No date set) Historic Workshop: Commissioners discussed the workshops. Commissioner Kersley will
83 be contacting local salvage artisans and work with Nikki to confirm dates and find locations.
84 Commissioner Perry suggested Scott Waterhouse could do a chimney repair workshop. There was an
85 idea to combine two workshops into one day at the same location.
- 86 3. Historic Walking Tour. Commissioner Perry will take the lead on the tour but is working to change the
87 format of the tour.
- 88 4. Presentation. Commissioner Cox talked about contacting a company/realtor to do a presentation of
89 architectural styles. Commissioner Newman said he will contact Andy from Wattle & Daub too and
90 report back. No dates/times or locations have been set.
- 91 5. Commissioner Cox reported that he was contacted by Barb Englehart about an event on May 9th at the
92 First Presbyterian Church called "The Roaring 20s Jazz Concert." There is an organ concert scheduled for
93 March 30th. The church has a pipe organ that is over 100 years old he said. He will forward the details
94 after the meeting. Nikki will put the May event onto the main schedule.

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Saving Places Conference Recap

- Commissioner Perry reported that he was very impressed by the seminar about the Littleton Historic District. Homeowner incentives include \$500 to \$2,000 grants, he said. They also have a strong commitment from their City Manager and City Council, he stated.
- Commissioner Newman said he was pleased to meet people from Wyoming at the conference. He said he liked the idea of having a QR code on historic tours where people can use their smart phones to access the historical information.
- Commissioner Kersley asked if Loveland had looked into the Main Street program? Bethany said that Mike Scholl met with staff last year but it was determined that it wasn't the right fit for Loveland at this time. Kersley also said the online Kickstarter fundraising was an interesting program.
- There was a discussion about mid-century modern architecture. Commissioner Cox said that the HPC should not overlook examples of it in Loveland as it is gaining interest. He cited Palm Springs as a good example of restoring structures from that era.
- Commissioner Cox asked Councilor Fogle to extend the thanks for the HPC for providing them with the opportunity to attend the conference.

Next Meeting's Agenda/Action Items

- Historic Preservation Month
- Capstone Project
- National Historic District

Commissioner Comments

- Commissioner Kersley asked for meeting minutes to be sent earlier if a commissioner cannot attend the meeting. That way they can stay up to date on any work needed to be done prior to the next meeting.
- The recent tour of the wastewater plant was discussed. Nikki Garshelis explained that the staff in Risk Management became concerned for the safety of the people who showed up for the tour. They didn't expect so many to come. The facilities manager will clean up the space and secure it and then schedule a new tour, she said.

Meeting adjourned at 7:40p.m.



Community & Strategic Planning

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(970) 962-2745 • Fax (970) 962-2945 • TDD (970) 962-2620
www.cityofloveland.org

STAFF UPDATE

Meeting Date: March 17, 2014
To: Loveland Historic Preservation Commission
From: **Bethany Clark, Community & Strategic Planning**

Format:

*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

The Downtown National Historic District Open House was held on Thursday, March 6th from 3:00pm-6:00pm at The Majestic Gathering Place in Downtown Loveland. Historic Preservation Chair David Berglund, Commission Co-Chair, Stacey Kersley, Commissioner Mike Perry, City Councilor, John Fogle, City Councilor Ralph Trenary, City Staff Liaison, Bethany Clark, City Staff Nikki Garshelis, State Historical Fund staff member, Michelle Pearson and consultant, Carl McWilliams, welcomed attendees and provided information regarding the national historic district application. Approximately 7 citizens attended the event. The next public meeting will be held in July/August.

Swartz Farmstead

As of March 10, 2014 all structures on the Swartz Farmstead have been demolished. The cupola from the barn roof was spared and was taken to the Loveland Museum for admission into the collection.

Old Waste Water Treatment Plant

The City is putting the demo plan of the old waste water plant on Railroad Avenue on hold for now. City Management determined there are other projects that need completion before moving ahead with this one.

Annual Boards & Commissions Summit

The City held its 7th Annual Boards & Commissions Summit at the Best Western Conference Center on Thursday, February 27th. The Mayor, City Councilors, City Staff and representatives from all Boards & Commissions participated. Commission Chair Berglund, Commissioner Cox and Commissioner Perry represented the HPC at the event.. An introduction to the Comprehensive Plan Update was presented by Community & Strategic Planning staff and the consultant, Logan Simpson Design Group.

AGENDA ITEM C

From: mperry1000@aol.com [<mailto:mperry1000@aol.com>]

Sent: Tuesday, February 18, 2014 5:49 PM

To: Jennifer Cousino

Cc: Amy Phillips; Sharon Danhauer (sdanhau@yahoo.com); teri@timberlanefarmmuseum.org

Subject: Re: Historical Research Resource Night

Just let me know what I can do and resources you need.

Mike

Sent from my iPhone

On Feb 18, 2014, at 5:38 PM, Jennifer Cousino <Jennifer.Cousino@cityofloveland.org> wrote:

Hi Amy, Sharon, Teri and Mike, I was wondering if the Library, Timberlane Farm and the Loveland Historical Society would like to join the Museum for a Thoroughly Historic Thursday on June 12th, 5:30 to 7pm in the history gallery where visitors can drop by and visit with representative from our institutions to discover what types of materials and resources are available for them to use to research historical topics. Would you all be available and willing?

Jennifer Cousino, *Curator of History*
Loveland Museum/Gallery
503 North Lincoln Ave.
Loveland, CO 80537
970.962.2413 Jennifer.Cousino@cityofloveland.org

May is Historic Preservation Month

1) Historic Month Schedule forms deadline is March 28, 2014

This will allow us to create and mail the schedule in early April

2) Events for Discussion (Highlighted)

a. Saturday May 3rd Tour de Pants (8am-11:30am) (Nikki Garshelis)

i. Details/Progress

ii. Budget

1. *Recommended: Motion to approve \$1,000 request to cover event costs. If RSVPs exceed 100 for the Peters Park Celebration an additional \$500 can be spent.*

b. Saturday May 3rd Historic Homes Tour (10am-3pm)

i. LHS Event

c. Tuesday May 6 Second Grade History Day (9am-3pm)

i. Museum Event (Jenni Dobson)

d. Wednesday May 7th Workshop (6-7:30pm) (Commissioner Kersley)

i. Details/Progress

ii. Budget

1. *Recommended: Motion to approve \$300 request to cover event costs. (\$250 rental; \$50 refreshments)*

e. Thursday May 8 Second Grade History Day (9am-3pm)

i. Museum Event (Jenni Dobson)

f. Friday May 9 Second Grade History Day (9am-3pm)

i. Museum Event (Jenni Dobson)

g. Monday May 12 LHS Revisited (7-8:30pm)

i. LHS Event

h. Wednesday May 14th Workshop (6-7:30pm) (Commissioner Kersley)

i. Details/Progress

ii. Budget

1. *Recommended: Motion to approve \$300 request to cover event costs. (\$250 rental; \$50 refreshments)*

i. Monday May 19 HPC Meeting

i. (Q& A or Presentation on Economic Benefits?)

Budget for Tour de Pants

Item/Service	Estimated Cost	Actual Cost	Comment
80 T shirts	\$700	\$667	Ordered
Food	\$500		May Increase
Security (barricades to close street)	\$250		
Rentals (Tables, Chairs, Tents)	\$300		May not need
Games/Decorations	\$250		
Total	\$2,000		

Funding Sources

\$1,000 Lodging Tax (Approved by Betsey Hale 3.4.14)

\$1,000 HPC Budget (will ask at March 17 HPC Meeting)

2014 YTD Historic Preservation Budget

	<u>Budget</u>	<u>YTD Expenditure</u>
Annual mailing to Survey properties	\$ 1,000.00	
HP Month Outreach/Advertising		
Postcard	\$ 800.00	
Reporter-Herald Ads	\$ 600.00	
Worskhop Materials	\$ 100.00	
Workshops/Lectures	\$ 500.00	
Saving Places Conference Registration	\$ 1,400.00	\$ 1,260.00
Walking Tour Brochures (2 printings/year of 1,500 brochures/printing)	\$ 4,500.00	
	\$ 8,900.00	\$ 1,260.00