

**LOVELAND HISTORIC PRESERVATION COMMISSION
MEETING AGENDA
MONDAY, January 18, 2016 6:00 PM
CITY COUNCIL CHAMBERS
500 E. THIRD STREET**

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6:00 PM

- I. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE**
- III. ROLL CALL**
- IV. APPROVAL OF THE AGENDA**
- V. APPROVAL OF PREVIOUS MEETING MINUTES**
- VI. WELCOME TO NEW COMMISSIONER, ZACHARY ASKELAND**

- VII. 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 (Nikki Garshelis)

- VIII. REGULAR AGENDA**
 - 1. Review 2015 Accomplishments and Duties of HPC 6:15-6:25
 - 2. 2016 Plan 6:25-7:25
 - 3. Saving Places Conference Plans 7:25-7:30
 - 4. Set Next Meeting's Agenda/Identify Action Items 7:30-7:35

- VIII. COMMISSIONER COMMENTS** 7:35-7:45
This agenda item provides an opportunity for Commissioners to speak on matters not on the regular agenda.

- IX. ADJOURN**

City of Loveland
Historic Preservation Commission
Meeting Summary
November 16, 2015

A meeting of the Loveland Historic Preservation Commission was held Monday, November 16, 2015 at 6:00 P.M. in the City Council Chambers in the Civic Center at 500 East Third Street, Loveland, CO. Historic Preservation Commissioners in attendance were: Amanda Nash, Jon-Mark Patterson, Paula Sutton and Chris Wertheim. City Council Liaison, John Fogle, and Nikki Garshelis of Development Services were also present.

Guests: Sharon Danhauer, Loveland Historical Society and Michelle Van Hare, City of Loveland

CALL TO ORDER

Commission Co-Chair Patterson called the meeting to order at 6:00 p.m.

APPROVAL OF THE AGENDA

Commissioner Sutton made a motion to approve the agenda adding the Viestenz-Smith Mountain Park item; the motion was seconded by Commission Co-Chair Patterson and it passed unanimously.

APPROVAL OF THE MINUTES

Commissioner Nash made a motion to approve the minutes from the October meeting, the motion was seconded by Commissioner Wertheim and it passed unanimously.

CITIZEN REPORTS

None

VIESTENZ-SMITH MOUNTAIN PARK PROJECT (Added Item)

Michelle Van Hare of the Parks and Recreation Department and Open Lands reviewed the details of the park project explaining that in September some HPC members volunteered to assist with the research and interpretation of items for signage at Viestenz-Smith Mountain Park. Since then the park restoration has been delayed, she explained, therefore, there was more time to work on the project. There were subjects that were still available, she said, so Sharon Danhauer volunteered to do that research. Sharon Danhauer reported about the Civilian Conservation Corps museum in Morrison, Colorado. She added that they will arrange a field trip to the mountain park and invite HPC members. The HPC thanked Michelle and Sharon for attending the meeting and providing them with the update.

CITY COUNCIL UPDATE

Councilor Fogle reported that two RFP proposals for the north catalyst project have been submitted to the City. He gave an update on the Construction Advisory Board BBQ and meeting scheduled for Wednesday. He also talked about the Lovelander Hotel, the expansion of the Mo Betta Gumbo Restaurant and other development projects in Loveland.

STAFF UPDATE

Nikki Garshelis reported on alteration certificates and demolition permits as they pertain to HPC reviews. She also gave an update on Tour de Pants, poles for downtown banners. There was a discussion about the Saving Places Conference in February.

50 **CONSIDERATION OF NEW BUSINESS**

51 **High School Commission Member**

52 *Nikki Garshelis* reported that recruitment materials for the High School commission member were distributed and
53 two students have requested and received applications. No applications have been returned yet, she said. Once
54 an application is received an interview will be scheduled, hopefully by the first week in December. Although the
55 Council will not have a chance to official approve the selected student, they would be invited to attend the holiday
56 outreach event on December 14th, she explained.

57
58 **Outreach Update**

- 59
60 1. **Student Art Project:** *Commissioner Nash* reported that she and Commission Chair Kersley will be
61 giving the presentation about the student art project in December. They have two teachers
62 involved and the schools are very interested in participating in the project, she said.
63 Commissioner Wertheim reported that Novo Restoration is interested in partnering in the project
64 and may donate funds for the art materials. There was a discussion to add Novo to the publicity
65 materials. The projects will be displayed in the gallery at Art Space.
- 66 2. **Student Historic District Tour:** *Commissioner Sutton* reported on the recent LISA student
67 photography/architecture/historic district tour. Photographer, Bob Campagna, provided a
68 photography lesson for the students. Commission Chair Kersley provided architectural
69 information and Commissioner Sutton and Nikki Garshelis provided historical information. The
70 4th and 5th Street Historic Districts were toured and student and teacher feedback was very
71 positive, she said. Kersley, Sutton and Garshelis would like the tour to be developed and
72 structured to reach more students.
- 73 3. **December Outreach Event:** Scheduled for December 14 from 5:30 to 7:00pm with catered
74 appetizers and a cash bar. The student art project presentation will begin at 5:00pm, prior to
75 guests arriving. Barry Floyd has been asked to present the oral history video. Invitations will go
76 out on November 30th. There was a discussion of who to invite.
- 77 4. **Coasters, Placemats, Coloring Book:** Rescheduled for the January meeting.
- 78 5. **Downtown Plaque:** *Nikki Garshelis* distributed a proposal/quote for a plaque commemorating
79 the downtown national historic district. After a discussion, it was agreed that Commissioner
80 Sutton would revise the text of the sign, Nikki would gather more information from the plaque
81 company and an order would be placed.
82 *Commissioner Sutton made the motion to develop and order two plaques, paying for the first*
83 *plaque from the 2015 budget and the second plaque from the 2016 budget. Commissioner*
84 *Wertheim seconded the motion and it passed unanimously.*

85
86 **Commissioner Comments:** None

87
88 **Meeting adjourned at 7:25p.m.**



**Development Services Department
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STAFF UPDATE

Meeting Date: January 18, 2016
To: Loveland Historic Preservation Commission
From: Nikki Garshelis, Development Services

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:

Director of Development Services Department: Greg George, Director of Development Services, retired on December 31, 2015. He returned January 4th as a Special Projects Manager for 20 hours per week for approximately six months to work on the 402 Corridor Plan and the Comprehensive Plan. Interviews begin the week of January 18th for a new director. Six finalists are scheduled.

Plaques Ordered: Two free standing plaques have been ordered from Erie Landmark Company, 50% of the cost (\$4054.80) was paid out of the 2015 budget. The balance will be paid from the 2016 budget. They are scheduled to be completed and shipped at the beginning of March 2016.

First National Bank Building: HPC members and City staff met with the property owner of the First National Bank building to discuss exterior alterations planned for the building which is on the local register and is part of the National Historic District. The meeting was very productive and architects now have a good understanding of what alterations will work to retain the building's historic and architectural features.

Boards & Commissions Summit: The City of Loveland's annual Boards & Commissions Summit is scheduled for Thursday March 3rd from 5:00pm-9:00pm at the Rialto Theater Center. A buffet dinner will be provided. Two members of each commission should attend. The HPC is one of the commissions scheduled for a 5 minute presentation of their 2015 accomplishments.

2016 Plan

Current and on-going:

1. Student Art Project
2. Saving Places Conference (Feb 3-6)
3. Boards & Commissions Summit (March 3rd 5pm-9pm)
4. Tour de Pants Event (May 7)
5. Plaques

New?

Projects:

- Student Tour/Map card
- Video (Barry Floyd/Felicia Harmon-Feed & Grain)
- Other

Materials:

- Update brochure to reflect downtown historic district
- Coasters
- Coloring Books
- Placemats

Workshops:

- Realtor



Saturday May 7th

8:00am-10:00am (leave at 8:30am): Bike Tour

10:00am-3:00pm Tour de Pants Festival

1. Meet with Faith Gauthier, ArtSpace (970-744-0786) about T-shirts (use design on banners/posters)
2. Pants (give jeans to 20 artists/crafters to “repurpose” them)? (Also, Levis 1873)
3. Location work
 - Hire company to shut street down
 - Event Permit from LPD
 - People’s Market Coordination
4. Sponsors? (Loveland Aleworks-Beer?)
5. Work with Jeff Feneis on bike route (Milner House as bike tour starting point?)
6. Print Posters, Banners
7. Contact Newspapers, Magazines, Social Media
8. Booths
 - 1) Game (Buffalo Chip? Prizes?)
 - 2) HPC (Food? Giveaways? Handouts? Walking Brochure?)
 - 3) LHS?
 - 4) Workshop?
 - 5) Uncle Benny’s?
 - 6) Flooring?
9. Program: Welcome and Frozen Pants contest (HPC, John and Cecil?)