

**LOVELAND HISTORIC PRESERVATION COMMISSION
MEETING AGENDA
MONDAY, JULY 18, 2016 6:00 PM
PULLIAM BUILDING
545 NORTH CLEVELAND AVENUE**

The City of Loveland is committed to providing an equal opportunity for services, programs and activities and does not discriminate on the basis of disability, race, age, color, national origin, religion, sexual orientation or gender. For more information on non-discrimination or for translation assistance, please contact the City's Title VI Coordinator at TitleSix@cityofloveland.org or 970-962-2372. The City will make reasonable accommodations for citizens in accordance with the Americans with Disabilities Act (ADA). For more information on ADA or accommodations, please contact the City's ADA Coordinator at bettie.greenberg@cityofloveland.org or 970-962-3319.

“La Ciudad de Loveland está comprometida a proporcionar igualdad de oportunidades para los servicios, programas y actividades y no discriminar en base a discapacidad, raza, edad, color, origen nacional, religión, orientación sexual o género. Para más información sobre la no discriminación o para asistencia en traducción, favor contacte al Coordinador Título VI de la Ciudad al TitleSix@cityofloveland.org o al 970-962-2372. La Ciudad realizará las acomodaciones razonables para los ciudadanos de acuerdo con la Ley de Discapacidades para americanos (ADA). Para más información sobre ADA o acomodaciones, favor contacte al Coordinador de ADA de la Ciudad en bettie.greenberg@cityofloveland.org o al 970-962-3319”.

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. REPORTS

6:05-6:30

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. Pulliam Subcommittee (Chair Patterson)

d. Staff Update (Phil Kleisler)

VII. REGULAR AGENDA

a. Continued Discussion: Historic Districts (Phil Kleisler)

6:30-7:00

b. Student Commissioner Recruitment (Stacey Kersley)

7:00-7:10

c. Student Project (Stacey Kersley)

7:10-7:20

d. Saving Places Conference Presentation (Phil Kleisler)

7:20-7:30

e. 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
June 20, 2016

A meeting of the Loveland Historic Preservation Commission was held Monday, June 20th, 2016 at 6:00 P.M. in the City Council Chambers, 500 E 3rd Street Loveland, CO. Historic Preservation Commissioners in attendance were: Jim Cox, Stacey Kersley, Amanda Nash, Jon-Mark Patterson, Paula Sutton and Chris Wertheim. Phil Kleisler of Community & Strategic Planning and Nikki Garshelis of Development Services were also present.

Guest: Mike Scholl, Economic Development Department

CALL TO ORDER

Commission Chair Patterson called the meeting to order at 6:02 p.m.

APPROVAL OF THE AGENDA

Commissioner Cox made a motion to approve the agenda with the change of allowing Mike Scholl to give his presentation first. The motion was seconded by Commissioner Wertheim and it passed unanimously.

APPROVAL OF THE MINUTES

Commissioner Cox made a motion to approve the minutes. The motion was seconded by Commissioner Sutton and it passed unanimously.

CITIZEN REPORTS

None

CITY COUNCIL UPDATE

None

STAFF UPDATE

- Phil Kleisler reported that there will be a Realtor training this Friday in Fort Collins. He and two members of the Commission will be attending.
- The second meeting for bikes and pedestrian Task Force (Cando) is scheduled for this Tuesday, he reported.
- Create Loveland is going to City Council for approval July 18th.

CONSIDERATION OF NEW BUSINESS

PULLIAM BUILDING UPDATE

Mike Scholl, Economic Development Manager, reported on the Pulliam Building. His report included the following:

- It is a critical and unique downtown historic building.
- A structural assessment was completed. There are approximately 3 million dollars' worth of repairs and upgrades to be made. Norm Rehme's assessment estimates the cost at 6 million but that includes more upgrades.

- Rehme formed an organization, the Pulliam Community Building Foundation, to raise funds and create awareness of the building's potential.
- City Council requested to clear the title to allow maximum flexibility. The title is now clear.
- City Council directed staff to create a business plan.
- The City engaged BBC Consulting to create a plan. (Available in Aug or Sept.)
- Next year will begin contracting.

There was a long discussion and questions from HPC members regarding the Pulliam's future. Mike also answered questions about the Catalyst Project.

HISTORIC DISTRICT PRESENTATION

Phil Kleisler gave a PowerPoint presentation reviewing the history of the Loveland historic district program and ordinance and how other communities structure their historic districts. He explained what a non-consensual designation is, historic overlay zones, harmonious character bylaws and zoning incentives. The commissioners said they would like to spend more time discussing this issue and be proactive in making changes.

OUTREACH

- **National Historic District Plaque Celebration:** Nikki Garshelis asked the HPC if they would like to host a small event on July 18th from 4:30pm-5:30pm in front of B Sweet Cupcake Shop to promote the three historic district plaques. They all agreed that they would like to hold the event. Nikki will arrange the event and invite appropriate guests.

NEXT MEETING AGENDA ITEMS

1. Historic Districts
2. Student Commissioner Recruitment
3. Student Project
4. Saving Places Conference Presentation

Meeting adjourned at 7:58p.m.



**Development Services Department
Community & Strategic Planning**

500 East Third Street, Suite 310 • Loveland, CO 80537
(970) 962-2346 • Fax (970) 962-2945 • TDD (970) 962-2620
www.cityofloveland.org

STAFF UPDATE

Meeting Date: July 18, 2016
To: Loveland Historic Preservation Commission
From: Phil Kleisler, 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:

Annual Mailings and Zero Percent Interest Loan Program

Each year staff mails letters to properties on our local register reminding them, in general terms, about the benefits and obligations of the being on the register. This year's letter could also serve as an opportunity to open a funding window for the HPC's Rehabilitation Loan Program (a.k.a zero percent interest loan program), as the program has a \$5,000 balance. City staff proposes that the annual mailing to properties on our local register also include information about this program. The Historic Preservation ordinance requires that the HPC establish an application deadline of at least 60 days; no applications can be reviewed for that cycle after that 60-day window closes. The table below lists a possible schedule for this loan cycle. Alternatively, the HPC could discuss this as a separate agenda item at your next meeting if more information is needed.

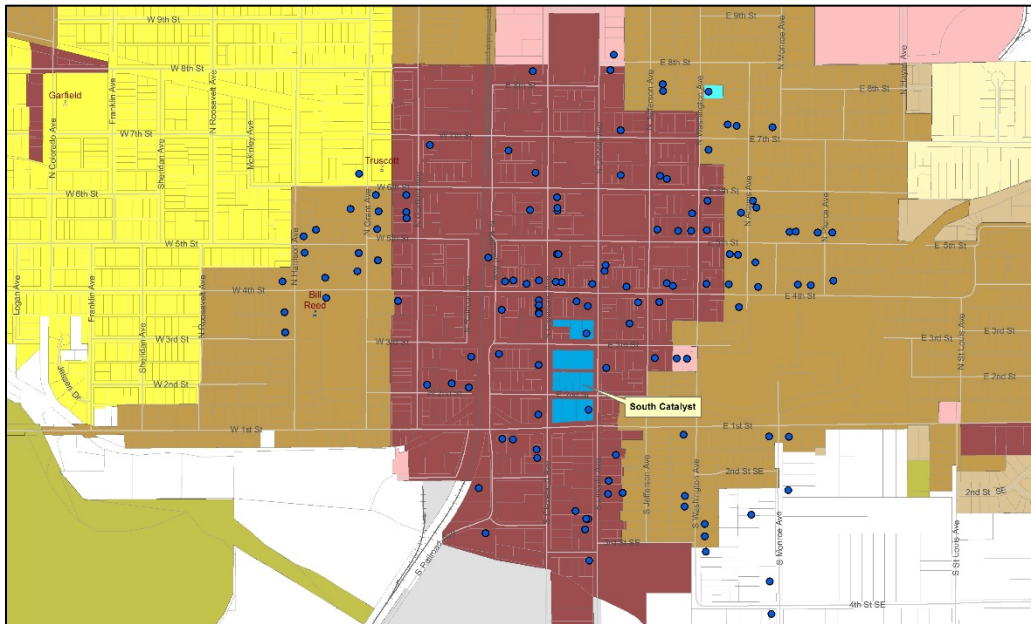
Date	Action
July 22	Letters sent to owners on the local register
September 19	HPC appoints two-member subcommittee to review applications
October 3	Application window closes
October 3-12	Applications reviewed
October 17	HPC meeting to consider subcommittee's recommendation for funding

Outreach to Eligible Properties

As part of the HPC's ongoing community engagement efforts, City staff suggests that a future agenda item be considered on proactive outreach for potentially eligible landmark designation. A priority list of historic properties was last updated in 2014 (attached), which contains some properties now on the local register. The HPC may wish to update this list and proactively reach out to those owners, or select targeted areas in the city for outreach. For example, interest about properties south of downtown is increasing as work with the South Catalyst project progresses. As a result we assume that some properties near downtown will be either rehabbed or replaced as land value increases. The HPC may wish to reach out to specific properties that are good candidates for the local register. There are 122 properties within 2,000 feet of the South Catalyst project that are listed in the Historic Survey as potentially eligible for individual designation. The map on the follow page displays these properties.

Pre-application Conferences

On Friday, July 8th City staff will meet with the homeowners of 435 West 4th Street to discuss the benefits and obligations of designating their home as an historic landmark. The Edwardian Vernacular-style home was built in 1905 and assessed as potentially eligible for individual and district designation in the historical survey. During that



meeting the property owner requested a courtesy meeting with architect serving on the HPC. Staff can set this meeting up if Stacey or Jim has time for an additional meeting in the next month.

Demolition Permits

On July 11th Chair Patterson and Commissioner Rachuy met with the applicant of 645 W 4th Street to review and discuss his plans to demo a 1920s bungalow listed eligible for our local register. Staff conducted research on the property and did not find any significant owners around the time it was constructed. Over the years this property was altered without permits and has unfortunately fallen into disrepair. The owner recently purchased the house and plans to reside in the home.

Alteration Certificates

As this report is being written Commissioners Kersley and Cox are reviewing an Alteration Permit for the First National Bank building located at 201 E. 4th Street. The project proposes to replace windows; install new window wells and plants along the westerly side; and add an 870 square foot rooftop addition (meeting space) attached to a 420 square foot deck (see figures below).





**Development Services Department
Community & Strategic Planning**

500 East Third Street, Suite 310 • Loveland, CO 80537
(970) 962-2346 • Fax (970) 962-2945 • TDD (970) 962-2620
www.cityofloveland.org

CONTINUED DISCUSSION: HISTORIC DISTRICTS

Meeting Date: July 18, 2016
To: Loveland Historic Preservation Commission
From: Phil Kleisler, Development Services

Summary

This is an informational item presented at the request of the HPC. As such, there is no staff recommendation for further action.

This is a continuation of the discussions in June on this topic. Interest in mandatory participation in historic districts was sparked after receiving public comments from several residents of the West 5th Street Historic District concerning the potential construction of a four-car garage in that historic district. As you will recall, while the individuals in attendance at your April meeting do reside in participating properties of the historic district, the neighboring owner considering the garage addition does not. Because of this the potential garage construction does not trigger an Alteration Certificate.

During your May meeting the Commission discussed a letter received by History Colorado suggesting a code amendment to clarify the interpretation of owner consent in historic district designations. At that time the Commission requested that staff supply a benchmarking study examining current practices relating to mandatory participation in historic districts.

Local Ordinance

The most widely used preservation tool at the local level is the historic preservation ordinance. Such ordinances provide direct control and incentives over actions that may adversely affect privately owned historic property. The City's Historic Preservation Plan, adopted in 2002, recommended that a local preservation program be established, with a cornerstone of that program being the local Historic Preservation ordinance (adopted in 2002).

The City of Loveland Historic Preservation ordinance does not provide a definition for the number of properties, or percentage of potentially eligible properties needed in an application to formally create an historic district. When the City Council drafted the [ordinance](#), it intentionally did not prescribe a specific number of properties, or percentage of properties necessary to establish a district. This was done for two distinct reasons. The first reason is to allow those property owners that choose not to become a member of the district with the option of remaining unaffected by the obligations of belonging to the district. The second reason was to provide those owners of properties that exhibit characteristics and meet the criteria for district designation with the opportunity to establish a district, and realize the benefits of inclusion.

The City Council, HPC or any property owner within a proposed district may file an application for a historic district designation. Following the submittal, staff would reach out to affected property owners, coordinate all public notices and schedule hearings before the HPC (recommending body) and City Council (decision-making body). Owner consent is required for all Landmark nominations, though the code is silent about owner consent for district nominations.

A historic district is a geographically definable area including a concentration, linkage or continuity of subsurface or surface sites, buildings, structures, and/or objects. The district can be related by a pattern of either physical elements or social activities. As an example, the West 4th Street Historic District application included a cluster of houses located on the 800 and 900 blocks of W. 4th Street. Those particular houses exhibited similarities in design,

scale, and location, and were constructed in the 1920s. There were sixteen (16) houses that were potentially eligible for inclusion in the district, with thirteen (13) of the owners voluntarily agreeing to participate in the district (81%). At this time, the other three (3) homeowners in this potential district have voluntarily chosen not to participate.

Section 15.56.110 of the ordinance requires an Alteration Certificate for any designated landmark site or contributing property of an historic district. In the example of the West 4th Street District, all thirteen (13) properties that “opted in” must obtain this certificate when needed, typically for exterior construction requiring a building permit. However, the three (3) homeowners that “opted out” are not required to obtain a certificate nor comply with any provision of the historic preservation ordinance. The one exception to this is that the Commission would have the opportunity to review a full or partial demolition permit on the nonparticipating properties because if they are potentially eligible for nomination.

Benchmarking Survey

In order to further facilitate the discussion regarding mandatory participation in a historic district, a best practices comparison was prepared to consider the most appropriate action. Several Colorado communities as well as a few out-of-state examples were selected to compare the participatory requirements laid out in their historic preservation ordinances. The comparison can be found on the attached table. The survey represents a brief, high-level reading of local ordinances. A more comprehensive analysis of a specific program can be conducted at the request of the Commission. Generally, the survey suggests that:

1. *The percentage of property owner consent required within a proposed district varies greatly.*
A number of the surveyed communities require a simple majority of owners (Lafayette, 51%), while others have a higher standard (Alamosa, 75%).
2. *Non-consensual designations often require much more stringent review processes.*
Fort Collins requires a vote of at least six (6) commission members, while Longmont established specific criteria that must be satisfied including a petition by at least 100 electors.
3. *Some municipalities regulate through zoning overlay districts.*
An overlay zone is an additional layer of regulations for a specific area that is laid over the underlying zoning regulations. These overlay zones, as seen in Colorado Springs, use dimensional and use regulations that can help preserve the character of the neighborhood and also direct infill development to be harmonious with the historic block.
4. *Some municipalities require full participation in a historic district, though regulations may not apply to all properties.*
Communities such as Broomfield and Steamboat Springs require consent from 100% of property owners within a proposed district. Portland overlay zone also requires 100% participation, though non-contributing properties are not regulated so long as alterations have only minimal impact to street-facing facades.

Other Regulatory Approaches

While establishing local historic districts requiring mandatory participation is perhaps the best known strategy to protect historic resources, it is not the only mechanism available to further historic preservation goals and protect community character. Other strategies can include technical and design assistance, changes in local zoning policies, preservation incentives, conservation districts, and other preservation bylaws. Therefore, also listed below are other techniques for preservation used throughout the US.

Historic Overlay Zones:

As noted above, an overlay zone is an additional layer of regulations for a specific area that is laid over the underlying zoning regulations. The underlying zoning regulations continue to be administered, but the overlay adds another level of regulations to be considered. In a Historic Overlay Zone design review is

established through a zoning ordinance rather than an independent process of establishing a Local Historic District. In some instances, it can be more beneficial for a municipality to use overlay zones for historic preservation because it would not require a majority approval by property owners for the zoning change. It provides basic dimensional and use regulations that can help to conserve the character of a historic neighborhood. It can also direct or incent change by imposing regulations on new development.

Portland – Historic Resource Protection Overlay Zone. The historic resource protection overlay zone protects certain historic resources such as historic landmarks and conservation landmarks, and certain resources in historic or conservation districts. There is no demolition review/delay for non-contributing properties but new construction in a Historic District requires design review.

Design Overlay Zones:

Portland - The [Design Overlay Zone](#) is applied to areas where design and neighborhood character are of special concern. The Design Overlay Zone requires design review and compliance with the applicable design standards to ensure that certain types of infill development will be compatible with the neighborhood and enhance the area. The zone also promotes high density development adjacent to transit facilities.

Design Review:

Design review also often accompanies historic districts and can either be mandatory or voluntary in nature. Because design review is discretionary, the design review process should require that decisions occur with public notice and the opportunity for appeal.

Georgetown, CO - The Town of Georgetown requires that property owners or developers with proposed new construction projects (i.e., exterior remodeling or rehabilitation, add-ons to existing buildings, or construction of new buildings) obtain a Certificate of Appropriateness (COA) before they can obtain a building permit.

Harmonious Character Bylaw:

Dover, MA - [Harmony in Business District, Medical Professional District and Manufacturing District](#). This bylaw was created in order to “promote harmony in architectural treatment.” The bylaw requires a review by the planning board of any new building, addition or substantial alteration.

Zoning Incentives:

Louisville, CO – [zoning preservation incentives](#) allow more square footage on a rear or second story addition in exchange for retaining the street-facing façade of a home. A Preservation Incentive allows the owner 5% more square footage and floor area ratio if they meet certain qualifications. A Landmark Bond allows the owner 10% more square footage/floor area ratio if they are a local landmark and meet certain requirements.

Portland – Twelve [zoning incentives](#) for properties that are contributing in a Historic District or have Historic Landmark designation. Includes special provisions that encourage new historic listings and increase the potential for historic structures to be renovated and rehabilitated by increasing land use flexibility and redevelopment options. Some incentives include a transfer of development rights, flexibility of uses (e.g. multi-family use in a single family district), daycare use allowance where typically not permitted and less intense review processes for specific uses.

Conservation Districts:

[Conservation districts](#) offer a preservation-based, design review mechanism for protecting older, residential neighborhoods that may not qualify for historic district status, but that have distinct characteristics worth preserving. The primary purpose of a conservation district is to provide protection to a large area of buildings and overall neighborhood character. They typically take the form of a zoning overlay and provide standards and regulations for protecting the character of a neighborhood. They tend

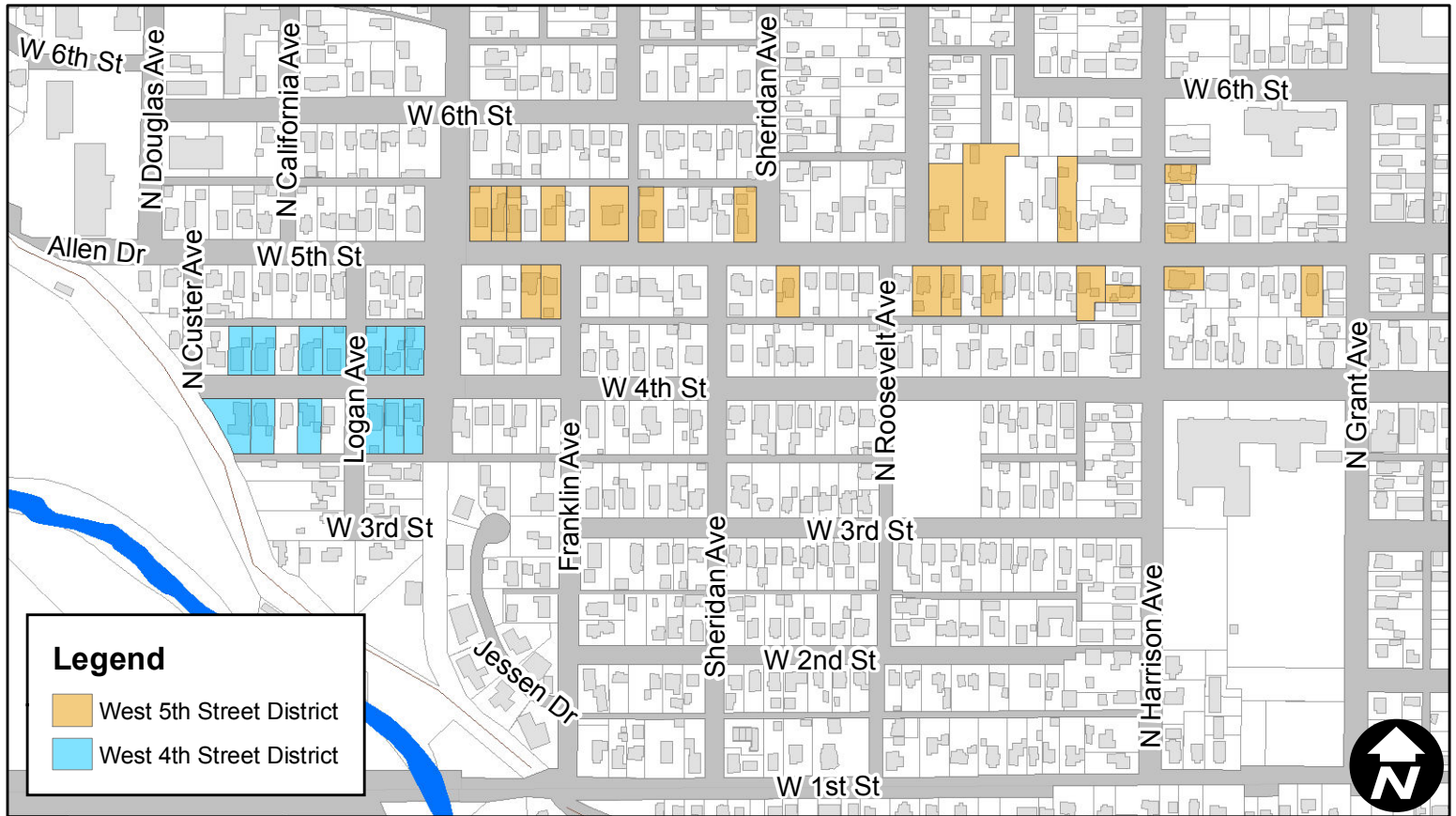
to have looser regulations than historic districts and tend to focus more on preserving the overall neighborhood character rather than specific historic components. Often used when there is insufficient support for historic district designation but a clear desire to halt demolition/incompatible development.

Each conservation district ordinance is different, depending on the overall conservation model. In a study done by St. Paul, MN, 20 different conservation district ordinances were compared and found to represent a spectrum of standards, from rigorous standards for exterior alterations including windows, doors, and trim, to only a review of new construction. Historic preservation-oriented conservation districts with limited design review could be a good supplement or alternative to traditional historic districts.

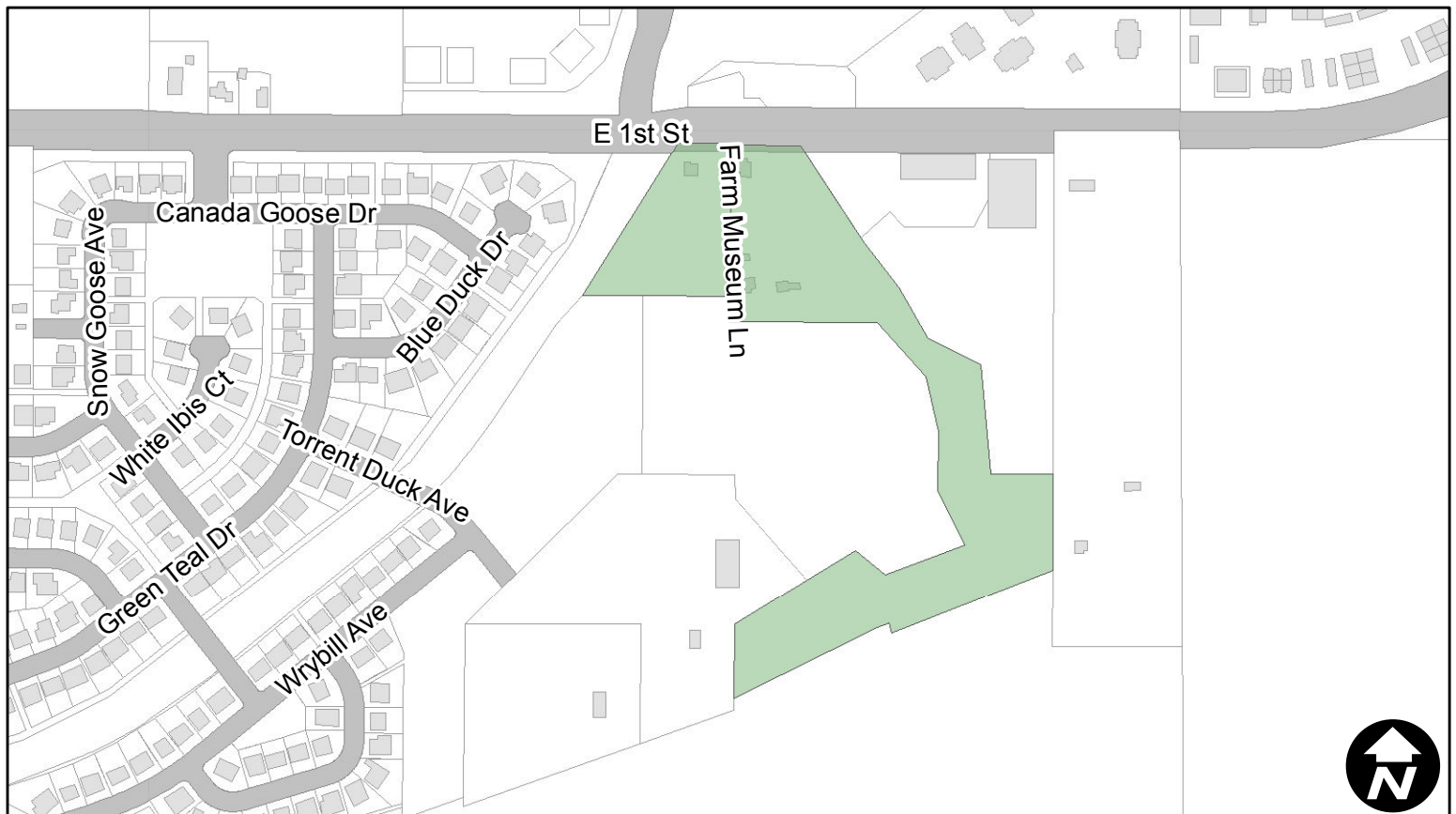
Attachments:

1. Historic District Maps
2. Benchmarking Survey
3. Letter from History Colorado

West 4th Street and West 5th Street Historic Districts



Timberlane Farm Historic District



**Historic District
Non-consensual Participation**

City	Non-consensual Participation in Historic District		Consent of Residents Needed	General Notes
	Yes	No		
Alamosa, CO pop. 16,496	X		75%	Non-consensual designation is permitted, provided that at least 75% of owners within the proposed district approve.
Ann Arbor, MI pop. 117,070	X		--	<p>Non-consensual designation is permitted. Houses within a district must obtain a Certificate of Appropriateness for any exterior changes to the house or outbuildings (e.g. roof/door replacement, deck, patio).</p> <p>Michigan's Local Historic District Act (Public Act 169 of 1970) declares historic preservation to be a public purpose. To that end, Michigan's Attorney General issued Opinion 6919 that states a community may <u>not</u> enact a historic district ordinance that requires the consent of an owner before a property is included in a local historic district. "Donut holes" cannot be cut in the district to intentionally exclude properties.</p> <p>Council appoints a subcommittee to work with applicants of historic districts.</p>
Broomfield, CO pop. 65,065		X	100%	Historic Districts are allowed only if all property owners within the district boundaries provide written approval.
Colorado Springs, CO pop. 456,568	X		--	<p>Designated properties/districts are given a Historic Preservation Overlay Zone. Each district has specific design guidelines. All alterations/demolitions/etc. of any property goes to design review.</p> <p>Provides "flexible zoning standards" for designated properties, which provides relief from various zoning standards such as setbacks, parking and building height.</p>

**Historic District
Non-consensual Participation**

City	Non-consensual Participation in Historic District		Consent of Residents Needed	General Notes
	Yes	No		
Fort Collins, CO pop. 161,175	X		--	<p>Staff attempts to secure owner permission first in-person, then by mail. If all owners within the proposed district do not consent to designation, then by vote of six (6) members, the Commission may either (i) adopt a resolution and schedule a second public hearing on the matter, or (ii) forward a resolution to the City Council with a recommendation. The intent of the second hearing would be to provide reasonable opportunity for non-consenting owners to comment.</p> <p>All properties within a district boundary must comply with historic regulations; this includes work requires a building permit (e.g. addition) and work that doesn't require a permit (e.g. painting).</p>
Golden, CO pop. 20,330	X		51%	<p>A district nomination must include a written petition from the majority of land owners within the proposed district.</p> <p>A certificate of appropriateness is required for exterior work on a property within a designated historic district, or any structure 50 years or older zoned or used for a non-residential use. Alterations that do not require a permit yet change the exterior appearance requires Commission Review.</p>
Grand Junction pop. 60,358	X		60%	<p>The Commission or any property owner may designate a property for landmark status. No individual structure, however, may be designed without the owner's consent. District nominations must have written consent from at least 60% of property owners.</p> <p>The City "requests" that Historic structures visit with the Commission prior to alterations. One residential district requires compliance with design guidelines.</p>
Greeley pop. 100,883	X		20 owners or 20% (whichever is less)	<p>Two (2) or more owners may submit a district nomination for which they reside.</p> <p>Districts nominated by a "non-owner entity" (e.g. preservation groups, Urban Renewal Authority) must meet stricter standards and receive at least five (5) Commission votes.</p> <p>The district must have consent of 20 property owners or 20% of owners, whichever is less.</p>

**Historic District
Non-consensual Participation**

City	Non-consensual Participation in Historic District		Consent of Residents Needed	General Notes
	Yes	No		
Lafayette, CO pop. 27,729	X		51%	<p>The Commission, City Council or a citizen may nominate a district.</p> <p>Nominations for designation of an historic district must be signed by at least 25% of the owners within the proposed district. At least 51% of the owners must approve of the designation before City Council will proceed with a public hearing.</p> <p>An historic landmark site or district may be established without the owner's consent provided that the commission determines that the property has overwhelming historic importance to the entire community.</p> <p>A certificate of appropriateness is required for landmark sites or a structure within the boundaries of a district.</p>
Louisville, CO pop. 20,396	X		40%	<p>At least 40% of owners within a proposed district must consent to the designation. Applications will not be considered if 40% of owners within the proposed district object to the designation.</p> <p>Landmark permit required for demolition of any building over 50 years old, regardless of whether it is on the historic survey.</p>

**Historic District
Non-consensual Participation**

City	Non-consensual Participation in Historic District		Consent of Residents Needed	General Notes
	Yes	No		
Longmont pop. 92,088	X		51%	<p>The Commission, Council, preservation organization or property owner may nominate a district.</p> <p>The district must include consent of the owners of a minimum of 25% of the properties in the proposed district. Prior to the public hearing, a minimum of 51% of property owners within the district must provide written consent to the establishment of the district and draft design guidelines. The City will withdrawal the application if at any time during the adoption process at least 51% of properties within the proposed district sign a petition opposing the designation.</p> <p>Note about landmark designations: a property can be designated as a landmark without a property owner's consent if the following criteria is satisfied:</p> <ol style="list-style-type: none"> A petition, signed by 100 qualified electors stating that the petitioners believe the landmark has such extraordinary historic significance that the council should designate it as a landmark without the consent of the owner; The proposed landmark meets the designation criteria in their local ordinance; The proposed landmark has extraordinary historic significance; It is not shown that the condition of any structure proposed as a landmark, as assessed by a licensed professional engineer prevents the owner from reasonably preserving it; It is not shown that designation of the proposed landmark would create a hardship, under specific City criteria; and Promotion of the public interests by designating the landmark outweighs any resulting diminution of the market value of the proposed landmark.
Pasadena, CA pop. 142,250	X		51%	<p>District applications must include written support from a majority of property owners. The application is automatically withdrawn if support for the designation falls below 51%. A minimum of 60% of properties within the proposed district must qualify as contributing.</p> <p>Similar to Colorado Springs, districts are formed using an overlay zone, which also requires Planning Commission Review.</p>

**Historic District
Non-consensual Participation**

City	Non-consensual Participation in Historic District		Consent of Residents Needed	General Notes
	Yes	No		
Portland, OR pop. 632,309		X	100%	Overlay historic zone requires consent from 100% of land owners. Non-contributing properties are not regulated, so long as alterations only minimally impact street-facing facades.
Steamboat Springs pop. 12,435		X	100%	One or more owners may nominate a district. A district application must contain written consent from 100% of affected property owners. Infill within the district boundary would also need to meet Secretary of the Interior's Standards. Two Commission members are appointed to work with applicants of historic districts.



HISTORY Colorado

April 19, 2016

Jon Mark Patterson, Chair, Historic Preservation Commission
Nikki Garshelis, Business Development Coordinator
City of Loveland
500 East 3rd Street
Loveland, CO 80537

Dear Mr. Patterson and Ms. Garshelis:

Thank you to the Commission and staff for their time on the evening of April 18, 2016. I appreciated the opportunity to meet with everyone.

As you are aware, the National Park Service and History Colorado monitor the work and operations of each Certified Local Government on an ongoing basis with a formal review quadrennially. Overall, the Loveland Historic Preservation Commission is doing great work and performing in an effective manner.

I visited the offices of the staff. As the staff is preparing to move the office, files were packed. However, we were able to look at your electronic files. These are stored in a logical fashion and are easily obtained by the staff and Commission as needed and by request from the public. Information on your website is also incredibly helpful with information on all listed properties, the designation & design review processes and surveys. Information on the Colorado State Historic Preservation Tax Credits needs to be updated on the comparison chart and the link should direct to <http://www.historycolorado.org/oahp/preservation-tax-credits> instead of the pdf that is no longer current.

As you are aware, I also attended the Commission meeting that evening. The particular agenda included discussion of the rehab/reuse of a historic city building and a number of outreach initiatives, including plaques identifying a historic district, a historic preservation month event, updated walking tour and student project. The agenda item allowing for general public comment led to an in-depth discussion of an earlier designated historic district with an "opt in" feature. The speakers were given ample opportunity to present their concerns and the Commission asked pertinent questions and engaged in thoughtful discussion.

In examining Loveland's Historic Preservation Ordinance, Section 15.56.030 D. 6. states "Owner Consent Required for Further Processing of Landmark Nominations." However, no direction is provided for "historic district nominations," which are clearly delineated as different from "landmark nominations" throughout the ordinance. Without a definitive declaration, the interpretation of owner consent in the nomination of a "historic district" is ambiguous and can be interpreted that owner consent is implied for all designations or by omission, not required by owners in a district. The Loveland Historic Preservation Commission may wish to consider and offer an amendment to the ordinance to clear this ambiguity and provide a clear standard for future historic district nominations.

I'd also like to encourage the Commission and Staff to generate ideas of how potential preservation tools, such as the new State Historic Preservation Tax Credit, may be shared with the public. Knowing these tools are available may encourage additional and/or better projects within the historic districts and with individual landmarks.

Loveland continues to meet all requirements of the Certified Local Government program as listed below and the care and diligence it demonstrates in these efforts is evident throughout the City.

- **The local government must enforce appropriate state and local legislation for the designation and protection of historic properties.**
- **The local government must establish an adequate and qualified historic preservation commission established by local ordinance.**
- **The local government must maintain a system for survey and inventory of historic properties.**
- **The local government shall provide for adequate public participation in local historic preservation programs (including the process of recommending properties for nomination to the National Register).**

Thanks again for your time and dedication.

Sincerely,



Mark A. Rodman
Preservation Technical Services Manager

cc: Megan Brown, Chief - State, Tribal, Local Plans and Grants Division, National Park Service



**Development Services Department
Community & Strategic Planning**

500 East Third Street, Suite 310 • Loveland, CO 80537
(970) 962-2346 • Fax (970) 962-2945 • TDD (970) 962-2620
www.cityofloveland.org

SAVING PLACES PRESENTATION

Meeting Date: July 18, 2016
To: Loveland Historic Preservation Commission
From: Phil Kleisler, Development Services

Summary

Earlier this month a call for presentations was released for the 2017 Saving Places Conference scheduled February 1 – 4 at the Colorado Convention Center in Denver. The conference is now accepting session proposals through Friday, August 5th, with presenters being selected by September. There has been some recent discussions by the commission about submitting a proposal for the 2018 conference. The 2014 conference schedule is available [online](#) to view some previous sessions. Staff recommends that the HPC discuss the prospect of submitting a session proposal and if so, what topic(s) should be explored.

There are four general session formats:

Educational Sessions

These sessions are 75 minutes in length and can include any of the following:

- Panel discussion
- Case study – presentation on a specific project or site
- Continuing education credit – APA and AIA credits are offered at the Conference
- Presentation by an expert

Tours

Tours offer attendees an up-close opportunity to experience preservation-in-action around the Denver metro area. Proposals should provide compelling detail on the tour site, start and finish locations, a proposed tour schedule, minimum/maximum tour size, and preferred date and time slot.

Workshops

Workshops offer in-depth, hands-on exploration of a topic. Session length can range from 180 minutes to a full day. Proposals should clearly outline special project needs, material expenses, equipment, etc.

Hot Topic Sessions

These sessions are 30 minutes in length and work best with no more than 1-2 speakers. Hot topic sessions are intended to be high energy and focused while presenting a brief overview of a topic or project.