

**LOVELAND HISTORIC PRESERVATION COMMISSION
MEETING AGENDA
MONDAY, February 19 2018 6:00 PM
CITY COUNCIL CHAMBERS
500 E. THIRD STREET**

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“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	6:05-6:15
	a. Citizen Reports <i>This agenda item provides an opportunity for citizens to address the Commission on matters not on the consent or regular agendas.</i>	
	b. Council Update (Fogle)	
	c. Staff Update (Garshelis)	
VII.	REGULAR AGENDA	
	a. UDC Update-Greg George, Special Projects Manager	6:15-6:35
	b. Recognition for Harold Dunning- Mike Perry, President Loveland Historical Society & Bill Meirath, Loveland Historical Society	6:35-6:50
	c. Election of Chair and Co-Chair	6:50-7:05
	d. GWRD Update	7:05-7:10
	e. Outreach/Education	7:10-7:35
	• Fairgrounds Park Bridge Plaque	
	• Historic Building Model Update	
	• Bike History Tour June 16	
	• TDP/BRMS Task List	
	• March 8 Boards & Commissions Summit	
	• Table Top Restaurant Marketing Piece	
	f. Saving Places Conference Discussion	7:35-7:45
	g. Set Next Meeting's Agenda/Identify Action Items	7:45-7:50
	• Loveland High School Project- Reyana Jones, CSU Graduate Student	
	• City Council Power Point & Schedule	
	• TDP/BRMS	
VIII.	COMMISSIONER COMMENTS	7:50-8:00
	<i>This agenda item provides an opportunity for Commissioners to speak on matters not on the regular agenda.</i>	
IX.	ADJOURN	

1 **City of Loveland**
2 **Historic Preservation Commission**
3 **Meeting Summary**
4 **January 15, 2018**

5
6 A meeting of the Loveland Historic Preservation Commission was held Monday, January 15, 2018 at 6:00
7 P.M. in the City Council Chambers 500 East 3rd Street, Loveland, CO. Historic Preservation Commissioners
8 in attendance were Zach Askeland, Jim Cox, Josh McCarn, Jon-Mark Patterson, Stacee Kersley, Josh McCarn,
9 Paula Sutton and Laurie White. Nikki Garshelis of Development Services was also present.

10
11 **Guests:** Sharon Danhauer, Loveland Historical Society and Katie Guthrie, Principal City Planner, Public
12 Works Department

13 **CALL TO ORDER**

14 *Commission Chair Patterson called the meeting to order at 6:10 p.m.*

15 **APPROVAL OF THE AGENDA**

16
17 *Commissioner Cox made a motion to approve the agenda. Commissioner Sutton seconded the motion and
18 it passed unanimously.*

19 **APPROVAL OF PREVIOUS MEETING MINUTES**

20
21 *Commissioner Cox made a motion to approve the November meeting minutes. Commissioner Kersley
22 seconded the motion and it passed unanimously.*

23 **CITIZEN REPORTS**

24 See Great Western Rail Depot Item below

25 **CITY COUNCIL UPDATE**

26 None

27 **STAFF UPDATE**

28
29 *Nikki Garshelis reported that the Kelley-Coffman House was approved by City Council on first reading and
30 is scheduled for second reading at the Tuesday January 16 meeting. She also reviewed the upcoming
31 Boards & Commissions Appreciation event and requested for RSVPs from the Commissioners. There was
32 a discussion about the HPC table requirements.*

33 **CONSIDERATION OF NEW BUSINESS**

34 **BIKE MONTH-HISTORIC BIKE TOUR**

35
36 *Katie Guthrie, Principal City Planner, Public Works Department, provided information about activities in the
37 planning stage for "June is Bike Month". She reported that in addition to Bike to Work Day and two Bike
38 Art Tours the additional activity will be a Bike History & Architecture Tour. The dates are unconfirmed, she
39 said, but they are looking at June 9, June 16 and June 23 for the Art and History tours. There was a
40 discussion about the tour map for the historic buildings and some of the HPC members agreed they would
41 like to participate. The next meeting for the Bike Month activities is scheduled for January 25 at 2:00pm at
42 the Public Works Building.*

47 **COUNCIL OUTREACH AND EDUCATION**

48 Commissioners reviewed a past power point presentation on the historic preservation program and made
49 comments about a few changes to it. Nikki Garshelis will make those changes and re-send it to the HPC.
50 The Commissioners decided they would like to do another presentation at a study session to Council, if
51 possible in April. Nikki will look into scheduling it for them.

52 **GREAT WESTERN RAIL DEPOT**

53 *Commissioner Sutton* reviewed the recent history of the GWRD. On December 15, 2018 Rod Wensing,
54 Deputy City Manager, sent an email update that the City would be hiring an architect to assess the feasibility
55 of utilizing the Depot and Freight Building in the design of the new Transit Center. He would be scheduling
56 another meeting with the Loveland Historical Society and HPC stakeholders once the architect was hired
57 and plans were assessed. Sharon Danhauer expressed concerns that she had heard that a City Engineer
58 reported that the GWRD would not be moved due to it being too fragile and had suffered too much
59 deterioration. A discussion resulted about having a structural engineer evaluate the buildings. Danhauer
60 reported that previously a mover confirmed that the buildings could be moved. The Commission directed
61 staff to check to see if anything had changed since Rod Wensing' s December email.

62 **FIRST NATIONAL BANK ALTERATION**

63 *Commissioner Cox* reviewed his past concerns about the variation given to the First National Bank
64 building's rooftop addition. Nikki Garshelis reported that she spoke to Heather Peterson at History
65 Colorado who requested pictures of the addition after its completion. She said the state staff will review
66 the pictures and send a written report back.

67 **EDUCATIONAL MATERIALS**

- 68 • *Commission McCarn and Sutton* discussed the idea of creating some type of educational materials
69 to supply to local restaurants that may be specific for the building they occupy. Commissioner White
70 said that she would like to be involved in the project. Nikki said she would forward historical
71 information about some of the properties discussed and members could mock up some materials
72 to bring to a future meeting.
- 73 • *Build Your Own Historic Building:* *Commission Askeland* presented his project of the Pulliam
74 Community building, the Chamber building, Fairground's Bridge and the Power Building along with
75 the instructions to print the buildings on cardstock and create your own model. The commissioners
76 agreed this was an excellent educational tool and Commissioner Askeland said he will create the
77 Lone Tree School House to submit to the Loveland Museum for the possibility in using it at 2nd
78 Grade History Days.
- 79 • *Fairgrounds Park Bridge:* Commissioner Askeland reviewed the plaque types presented and
80 suggested a plaque that could be welded to the bridge might be more favorable and less likely to
81 be vandalized or removed. Nikki will bring more plaque examples to the February meeting.
- 82 • *Materials for March 8th Boards & Commissions event:* Commissioners discussed how they would like
83 their table set up at the event and reminded everyone to bring their new business cards.

84 **NEXT MEETING AGENDA**

- 85 1. Update of Unified Development Code
- 86 2. Saving Places Conference Discussion/Ideas
- 87 3. Table Top Mock Up Materials

92 4. Plaque Ideas/Costs for Fairgrounds Bridge
93 5. Chair/Co-Chair Elections
94 6. Update of Larimer County Historical Assoc
95 7. Youth Commissioner Recruitment
96 8. Tour de Pants Tasks
97

98 **COMMISSIONER COMMENTS**

99 • *Commissioner Sutton* reported that the Larimer County Preservation Association were working on
100 a project to unify historic plaque for the county
101 • *Commission Chair Patterson* regretfully announced his resignation of the HPC. He explained that
102 he would be joining the Loveland DDA board and, unfortunately, could not belong to both boards
103 according to legal restrictions. The HPC members all expressed their gratitude for his years of
104 outstanding service on the Commission. They agreed that he was a great addition to the DDA
105 board.

106
107 **Adjourned: 8:31p.m.**
108
109
110

LOVELAND HISTORIC PRESERVATION COMMISSION

STAFF UPDATE

Meeting Date: February 19, 2018
To: Loveland Historic Preservation Commission
From: Nikki Garshelis, Development Services

Kelly-Coffman House: The local Historic Landmark Property Designation of Kelly-Coffman House (Cape Cod) at 1410 N. Garfield Avenue was approved on first and second reading by City Council. A landmark plaque was delivered to Shirley Coffman and Tom Pitts. Tom Pitts is looking into applying to the state and national registers.

March 8 5:30-7:30pm Boards & Commissions Appreciation Event: All commissioners invited. Hors d'oeuvres. Different format than previous years. Staff will have an HPC table set up. Commissioners are encouraged to visit other tables and also assist at their own table.

Fairgrounds Bridge Plaque:



Approx 18" X 12 " Cost estimate
\$200/Aluminum (Shipping not
included). Larger can range from \$400
to \$1,000 depending upon the text.



Possible plaque text:

Fairgrounds Bridge was constructed in 1915 over the Big Thompson River at First Street. It is 98 feet long, 15 feet wide and medium-span steel, rigid-connected on concrete piers and features a timber plank deck. The bridge exhibits the distinctive characteristics of a Pratt Truss bridge. Patented in 1844 by Caleb and Thomas Pratt, the Pratt structure had become the most popular bridge type in America by the late 19th century. The bridge's superstructure was constructed by Omaha Steel Works, and completed by G.E. Washburn of the Lowith Iron Works. It is the oldest Pratt through truss in Colorado which is still capable of carrying vehicular traffic. The bridge has weathered major floods of the Big Thompson River. In 1970 it was relocated to its present location.

Designated in 2007 to the
Loveland Historic Landmark Register

Great Western Railway Depot & Freight Building: February 13, 2018, Michael Hogan, Facilities Manager, reported that they are in the middle of contracting with an architect. Once the architect's contract is complete, a structural engineer will be brought in to assess the GWRD structures.



DEVELOPMENT CENTER

410 East 5th Street • Loveland, Colorado 80537
(970) 962-2346 FAX (970) 962-2945 • TDD (970) 962-2620
www.cityofloveland.org

ELECTION OF OFFICERS

Loveland Historic Preservation Commission

February 19, 2018

The term of office for the chairperson and the vice chairperson shall be 1 year. Each officer shall be eligible for reelection. However, chairpersons are encouraged not to serve for more than 2 consecutive years so that other board or commission members may gain experience as a chairperson. Officers shall be elected at the next regular meeting following the month of the year in which the terms of office of the members of the board expire or upon resignation of a member serving as Chairperson. *The term of office for this year's elected chairperson and vice chairperson shall expire February 2018.*

1. The current Chairperson shall precede the election and shall do so by making note that the election is taking place.
2. Any member of the Commission may nominate any other member of the Commission to the position of Chairperson or Vice Chairperson. It has been the tradition of the commission to nominate the Vice Chairperson to the Chairperson position.)
3. A main motion is made ("I move to elect as Chairperson of the Historic Preservation Commission...").
4. A second is made to the motion.
5. The motion is discussed.
6. Upon conclusion of the discussion, and if the elected member willingly agrees to the terms of office, the main motion is voted upon.
7. The Vice Chairperson is elected in the same fashion.

Tasks

TDP: Nikki Garshelis 970-430-8937

People's Market: Olivia Lowe 970 366 9688

1. Logo? Color?
2. T-shirts (Meeting with Company 2/27 3:30pm)(Nikki & Cita)
3. Location work (Nikki)
 - Tent Rental, Table, Chairs, Stage
 - Event Permit from LPD
 - People's Market Coordination (In process)
 - Facilities equipment (sound/trash receptacles)
4. _____ Contact Jeff Feneis bike route (BRMS as bike tour starting ending point) Confirmed (Gather at 8am and leave at 8:30am)
5. Posters, Banners (Nikki and All HPC Distribute)
6. HP Month Banners go up May 1st (Nikki will take to Museum)
7. Newspapers, Social Media (April Update) (Nikki)
8. _____ Get Volunteers for Tours of School
9. _____ Booths (BRMS? And Workshop?)
10. Photographs (Jim)

Saturday May 5th



Bike Ride Starts at BRMS

8:00am Bike Riders Meet -Jeff and Cindy Feneis will start bike ride/Paula Sutton and _____

7:00am-8:00am

- Set up (tents, stage, tables, chairs, decorations, banners, sound system, frozen pants readied, prizes)
- Tents will be up by 8am so booth dwellers can set up their items.
- 10 Trash and Recycle containers delivered Streets& Solid Waste Dawn 962-2746/Nathan Rasmussen 962-2709
- Medina's Breeches will be brought over and placed in school (Jennifer Cousino)
- City of Loveland Facilities will set up sound system
- People's Market will do their own thing with 40+ vendors/food trucks/photo booth/etc.

8:00am-9:30am Booth set up:

1. HPC Booth
2. Uncle Benny's
3. Smarty Pants Game
4. LHS
5. LDP/DDA
6. School Safety & Bike Month (Katie Guthrie & Mechelle Martz-Mayfield
7. Workshop Booth?BRMS Booth? Or share with HPC?

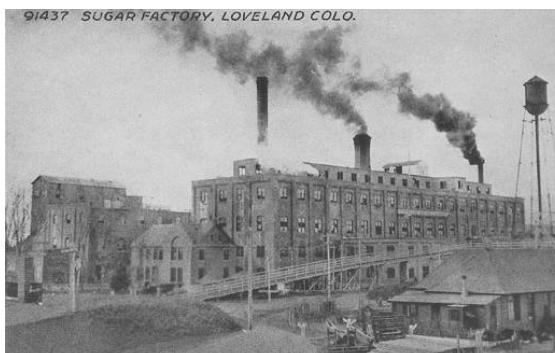
10:00am-3:00pm Tour de Pants Festival and People's Market

1. Tours of BRMS (Need someone to get 2-3 volunteers)
2. Booths/games/food/workshops on-going

10:45am Program

1. _____ Welcome & HP importance
2. _____ Introduces Mayor, City Councilors, Principal
3. AJ Announces Heart dedication
4. Councilor Fogle starts Pants Contest

3-5pm Booths can be broken down depending upon how busy. If no one around after 3 or 4pm okay to clean up. Rental Company comes to take tents after 4:00pm



1

Great Western Sugar Factory



2

Great Western Railway Depot (1902)



3

Great Western House 623 E 7th St (1898)



4

Washington School, 500 E 3rd St (1905)



5

Loveland Train Depot 409 N Railroad (1902)



6

Feed & Grain Building, 130 W 3rd St (C 1891)



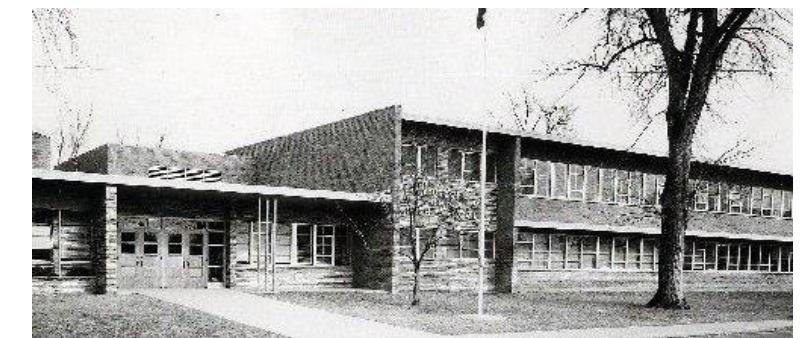
7

Loveland High School/Bill Reed, W. 4th St (C 1916-1918)



8

Bill Reed House 813 W 4th St (1923)



9

Truscott Elementary 211 W 6th St (1957)



10

Pulliam Community Building 545 N Cleveland (C 1937-39)



11

Harter Borland House N Jefferson (1920)



12

Uhrich Residence 948 N Jefferson (1919)

