

LOVELAND HISTORIC PRESERVATION COMMISSION
SPECIAL MEETING AGENDA

MONDAY, October 15 2018 5:00 PM

Development Center-EOC Conference Room Upstairs-410 East 5th Street

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5:00 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 5:05PM-5:10PM
 - 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. Staff Report

- VII. REGULAR AGENDA 5:10PM-7:45PM
 - Planning Retreat

- VIII. ADJOURN 7:45PM

1 **City of Loveland**
2 **Historic Preservation Commission**
3 **Meeting Summary**
4 **September 17, 2018**

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6 A meeting of the Loveland Historic Preservation Commission was held Monday, September 17, 2018 at 6:00
7 P.M. in the Development Center at 410 East 5th Street, Loveland, Colorado. Historic Preservation
8 Commissioners in attendance were Zach Askeland, Jim Cox, Josh McCarn, Reyana Jones and Elizabeth
9 Webb. Nikki Garshelis, and Cita Lauden of Development Services were also present.
10

11 **Guests:** Alison Hade, Community Partnership Office and Carl Petersen, Grant Writer.

12 **CALL TO ORDER**

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

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15 **APPROVAL OF THE AGENDA**

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

18
19 **APPROVAL OF PREVIOUS MEETING MINUTES**

20 *Commissioner McCarn made a motion to approve the August meeting minutes. Commissioner Webb
21 seconded the motion and it passed unanimously.*

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23 **CITIZEN REPORTS**

24 None

25

26 **CITY COUNCIL UPDATE**

27 None

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29 **GERMANS FROM RUSSIA SURVEY UPDATE**

30 *Carl Petersen, grant writer for the Germans from Russia Survey, reported on his continued research for
31 the grant application. He has been reviewing the grants and proposals received, and has been in contact
32 with Jennifer Deichman, from the Office of Archaeology and Historic Preservation. Jennifer will be
33 assisting with the project.*

34

35 **2nd GRADE CURRICULUM PROJECT UPDATE**

36 *Commission Chair Askeland reported that the 2nd Grade Curriculum project is moving forward, and a work
37 plan is in place. The group will be meeting again next month and updates will be provided at that time.*

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40 **STAFF UPDATE**

41 *Nikki Garshelis reviewed the staff report, which included:*

42 • Historic Walking Tour Online and Mobile Devices
43 • Pulliam Community Building Naming Opportunities
44 • Loveland Memories Book

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49 **CONSIDERATION OF NEW BUSINESS**

50 **BACKFILLING LOVELAND FIRE RESCUE AUTHORITY (LFRA) FEES**

52 Alison Hade, Community Partnership Administrator, requested a recommendation for approval to City
53 Council that Funds be used to backfill Loveland Fire Rescue Authority Impact Fees in the historic
54 downtown. She explained what impact fees are used for and how they are waived.

55 A motion was made by Commissioner Cox and seconded by Commissioner McCarn to recommend
56 approval to City Council that the General Fund be used to backfill the waived LFRA Impact Fees in the
57 historic downtown beginning January 1, 2018. The motion passed unanimously.

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59

60 **FALL RETREAT PLANNING**

61 The Fall Retreat will be held on Monday October 15th from 5:00pm-8:00pm with Dinner from 6:30-7:30.
62 Topics Include:

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- 64 • Holiday Outreach Event or other Outreach event?
- 65 • Historic Design Standards and Approval Process
- 66 • 2019 Tour de Pants
- 67 • Bridge Plaque Promotion
- 68 • Marketing & Educational Materials
- 69 • 2nd Grade Curriculum Project
- 70 • Surveys
- 71 • Designations

72 **COMMISIONER COMMENTS**

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- 74 • *Commissioner Cox* shared his concerns that rent is still low for downtown businesses making it difficult
75 for businesses to be able to afford to make improvements to their property.
- 76
- 77 • *Commissioner Cox* shared his concern regarding the removal of the boilers form the Feed & Grain. The
78 boilers need to be removed because they are contaminated with asbestos. *Commissioner Cox* feels that
79 if the boilers are in fact the originals, they could be of historic significance.
- 80

81 **Adjourned: 7:05 p.m.**

LOVELAND HISTORIC PRESERVATION COMMISSION

STAFF UPDATE

Meeting Date: October 15, 2018

To:

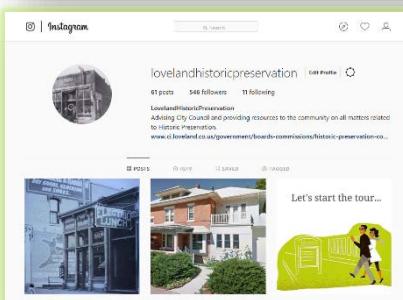
Loveland Historic Preservation Commission

From:

Nikki Garshelis, Development Services

Great Western Railway Depot & Freight Building: The next meeting with City Staff, Loveland Historical Society members, and HPC Commissioners is scheduled for October 26 from 2-3pm in the Development Center.

Pulliam Community Building Foundation Naming Opportunities: The item approved by HPC for recommendation of Naming Opportunities for the Pulliam Community Building at the August 20 meeting was approved at the September 18 City Council meeting.



Window Clings & Postcards are here! Ten window clings for downtown shops and 1,000 large postcards/rack cards featuring the scan code for the Walk Historic Loveland tour are ready for distribution.

Facebook: The Development Center's Facebook page includes information about historic preservation. Commissioners are welcome to send posts to Nikki Garshelis for inclusion on the site.



Instagram: The Loveland Historic Preservation site has 546 followers (as of 10.08.18).



DC Fall Newsletter: The fall Development Center Newsletter featured the Historic Fairgrounds Park Bridge Plaque. The newsletter was sent to over 2,500 email subscribers.



City of Loveland Historic Resources Commission
2018/2019 Work Plan
DRAFT

Regulatory Duties

The following lists the special projects outside the scope of day-to-day regulatory duties such as reviewing Landmark nominations and Alteration Certificates.

Objective	Program/Project	Activity	Responsible	Target Date
Identify and advise the City Council regarding the program, benefits and implementation of economic incentives for historic properties (§15.56.160.B).	Zero Interest Loan Program Building permit fee waivers Tax Credits/Grants Environmental/employment/community	Council Meeting presentation	Staff/HPC	Completed April 2018
Maintain status as a Certified Local Government.	Review and recommend landmark applications of properties to City Council	Review and Recommend	Staff/HPC	On-going
	Appoint/Recruit qualified HPC members	Recruited and Appointed	Staff/HPC	On-going
	Attend educational seminars/conferences	Saving Places Conference Tax Credit education	Staff/HPC	February 2019 June 2018
	Review/approve Alterations and Demolitions on designated properties	Review/approve	Staff/HPC	On-going

Non-Regulatory Duties

Objective	Program/Project	Activity	Responsible	Target Date
Develop and assist in public education programs including, but not limited to, walking tours, brochures, a marker program for historic properties, lectures, exhibits and conferences (§2.60.130.B.6)	Historic marker	Fairgrounds Bridge	Askeland/Staff	Complete
	Historic walk tour	Online	Staff	Complete
	Signage/Mural			
	2 nd Grade curriculum program	Create Models/ Children's brochure	Askeland/Kersley/White/Webb	
	Create historic preservation materials for distribution. (Coasters...)			
	Revise walking tour brochure			
	May is Historic Preservation Month			



City of Loveland Historic Resources Commission

2018/2019 Work Plan

DRAFT

Objective	Program/Project	Activity	Responsible	Target Date
Actively pursue financial assistance and incentive programs for preservation-related programs (\$2.60.130.B.8)	Survey Update Grant	Hire and assist Grant writer	Staff HPC	Q1 2019
	Pulliam Community Building	Approve & Recommend to City Council Naming Opportunities for fundraising	Staff HPC	Complete September 2018
	Fee Waivers for historic properties	Approve & recommend to City Council backfill of LFRA fees from general fund	Staff HPC	Complete September 2018
Evaluate historic resources 50 years of age or more that are experiencing redevelopment activity, demolition, neglect, or sudden growth pressure (Historic Preservation Plan, pg. 85)	Identify potential landmark properties or historic districts in the neighborhoods immediately adjacent to downtown.	Properties associated with Germans from Russia	Staff HPC	Q4 2019
	Pursue designations for local register	111 Roosevelt 540 E 5 th Street 339 E 3 rd Street	Kersley	On-going
	Downtown historic district design review procedure to identify problems prior to development activity.	Review and recommend improvements regarding gaps in procedure of design review in historic downtown between City Permitting/HPC and LDP/DDA	Cox	
	Great Western Railway Depot		Sutton, White	
Other				
Other				