



# AGENDA

## Historic Preservation Commission Meeting

4:30 PM - Monday, November 15, 2021

Development Center, 410 E. 5th Street (VIA ZOOM)

### Notice of Non-Discrimination

It is the policy of the City of Loveland to provide equal services, programs and activities without regard to race, color, national origin, creed, religion, sex, sexual orientation, disability, or age and without regard to the exercise of rights guaranteed by state or federal law. It is the policy of the City of Loveland to provide language access services at no charge to populations of persons with limited English proficiency (LEP) and persons with a disability who are served by the City.

For more information on non-discrimination or for translation assistance, please contact the City's Title VI Coordinator at [TitleSix@cityofloveland.org](mailto: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 [ADACoordinator@cityofloveland.org](mailto:ADACoordinator@cityofloveland.org) or 970-962-3319 .

### Notificación en contra de la discriminación

La política de la Ciudad de Loveland es proveer servicios, programas y actividades iguales sin importar la raza, color, origen nacional, credo, religión, sexo, orientación sexual, discapacidad, o edad y sin importar el uso de los derechos garantizados por la ley estatal o federal. La política de la Ciudad de Loveland es proveer servicios gratis de acceso de lenguaje a la población de personas con dominio limitado del inglés (LEP, por sus iniciales en inglés) y a las personas con discapacidades quienes reciben servicios de la ciudad.

Si desea recibir más información en contra de la discriminación o si desea ayuda de traducción, por favor comuníquese con el Coordinador del Título VI de la Ciudad en [TitleSix@cityofloveland.org](mailto:TitleSix@cityofloveland.org) o al 970-962-2372 . La Ciudad hará acomodaciones razonables para los ciudadanos de acuerdo con la Ley de Americanos con Discapacidades (ADA, por sus iniciales en inglés). Si desea más información acerca de la ADA o acerca de las acomodaciones, por favor comuníquese con el Coordinador de ADA de la Ciudad en [ADACoordinator@cityofloveland.org](mailto:ADACoordinator@cityofloveland.org) o al 970-962-3319 .

Title VI and ADA Grievance Policy and Procedures can be located on the City of Loveland website at: [cityofloveland.org](http://cityofloveland.org)

*Password to the public wireless network (colquest) is accesswifi*

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- I. CALL TO ORDER
- II. ROLL CALL: Berglund, Cox, Jones, Knapp, McCarn, Sutton, White
- III. APPROVAL OF THE AGENDA
- IV. APPROVAL OF PREVIOUS MEETING MINUTES: [HPC Meeting Minutes DRAFT 9-20-21 CL](#)
- V. REPORTS
  - 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 Liaison Report
  - c. Staff Report: [HPC Staff Report 11.15.21](#)
- VI. REGULAR AGENDA
  - a. 2022 HPC Workplan
  - b. Great Western Railway Depot Update (Sutton)
  - c. Past Forward Conference Discussion (All)
- VII. COMMISSIONER COMMENTS
- VIII. ADJOURN

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# MINUTES

## Historic Preservation Commission Meeting

4:30 PM - Monday, September 20, 2021

Development Center, 410 E. 5th Street (Via Zoom)

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### CALL TO ORDER: 4:30 PM

**Commissioners Present:** Cox, White, McCarn, Knapp, Berglund, Jones, Sutton. **Staff:** Nikki Garshelis, Cita Lauden, Development Services

**Council Liaison:** John Fogle

**Presenters:** None

**Guests:** None

### APPROVAL OF THE AGENDA

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

### APPROVAL OF PREVIOUS MEETING MINUTES

Commissioner White made a motion to approve the July 2021 meeting minutes, Commissioner McCarn seconded it and it passed unanimously.

### REPORTS

**Citizen Reports:** None

**Council Liaison Report:** Councilor Fogle updated the HPC on the Regional Tourism project and stated that City Council is working toward finalizing the 2022 budget.

### Staff Report:

Nikki Garshelis provided updates on the following items:

- Phase I & II of the Pulliam Building work has been completed.
- Mural & Painting Brick Building Booklet has been printed and will be distributed to the DDA, HPC, City Planners, Developers, and Visual Arts Commission.
- The Past Forward Conference will be online this year, and is scheduled for November 2-5, 2021
- The Saving Places Conference will be hybrid in 2022. In person sessions are February 7<sup>th</sup> & 8<sup>th</sup> and online sessions are scheduled for February 9<sup>th</sup> 2022.

### REGULAR AGENDA

**Timberlane Farm Update:**

Commissioner Cox reported that he met with the new owner of the Timberlane Farm property. The owner plans to hire an architect as well as an interior designer to assist with the property and building renovations. Commissioner Sutton, thanked Commissioner Cox for visiting the property and meeting with the new owner.

**Mural Brochure Update:**

Commissioner Jones reported that the mural/painting brick brochure has been printed and is ready to be distributed and linked on the website.

**Great Western Railway Depot:**

Commissioner Sutton reported that the GWRY Depot fundraising committee is participating in the Downtown Loveland Pumpkin Festival on October 23<sup>rd</sup>. They will be selling their “Bricks & Brews” booklets for purchasers to use at the breweries to drink specialty beer created for the fund raising project called, Great Rail Ale.

The Loveland Historical Society is requesting that the HPC fund the cost to make the booklets and drinking glasses for the event. Commissioner McCarn made a motion to pay \$500 to cover the cost of the materials for the event. Commissioner Cox seconded the motion, and it passed unanimously. Commissioner Sutton abstained from the vote.

**Past Forward Conference:**

The Past Forward Conference will be online this year. It is scheduled for November 2-5, 2021. The HPC Forum membership covers the cost for all HPC members to attend.

**ADJOURNED 5:32 p.m.**

# LOVELAND HISTORIC PRESERVATION COMMISSION

## STAFF UPDATE

**Date:** November 15, 2021  
**To:** Loveland Historic Preservation Commission  
**From:** Nikki Garshelis, Development Services

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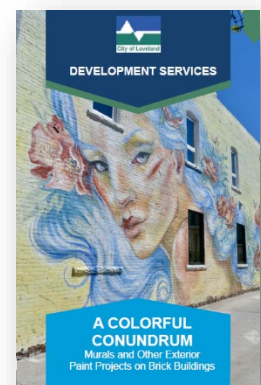
### Great Western Railroad Depot

The Loveland Historical Society recently sent GWRD fundraising information to the Loveland City Council. The City Manager's Office asked staff to write a memo to Council to provide background context to support the LHS documentation. This will be shared with new council members, as well. See the attached memo.

### 2022 Work Plan Focus Items

2020-2022 HPC Work Plan is attached. The following items have been listed for discussion at the November 2021 HPC meeting. A revised work plan will be provided at the January 2022 HPC meeting based on the previous meeting's discussion.

1. **Objective:** Identify and advise the City Council regarding the program, benefits and implementation of economic incentives for historic properties (§15.56.160.B). A presentation was given to the Loveland City Council in July 2019.
  - Discuss presenting to Council in 2022
2. **Objective:** Develop and assist in public education programs including, but not limited to, walking tours, events, brochures, a marker program for historic properties, lectures, exhibits and conferences (§2.60.130.B.6). The HPC has a marker program, created several historical markers/plaques, walking and bike tours, Design Standards, Mural booklet, make your own building booklet, website educational activities, Instagram and facebook accounts, marketing materials and mailings.
  - Discuss ideas to implement for educational purposes in 2022 (pending Archeological Map, Tour de Pants?)
3. **Objective:** Actively pursue financial assistance and incentive programs for preservation-related programs (§2.60.130.B.8). The HPC applied for and was awarded a grant to complete the intensive survey of the Germans from Russia immigrants and Sugar Beet Industry. The project was completed in 2020. The HPC funded an intensive inventory for the Hewlett Packard Property in 2021. A grant application for a mid-century Reconnaissance Survey was submitted in 2021 and denied.
  - Discuss updating and resubmitting mid-century Reconnaissance Survey grant application for October 2022 grant cycle
  - Discuss continuing to support LHS fundraising for GWRD Depot project.





SAVING PLACES 2022  
**PERSPECTIVES IN  
PRESERVATION**  
COLORADO PRESERVATION, INC.

The Saving Places Conference will be a hybrid in 2022, with in person sessions February 7-8 and online sessions on February 9, 2022.

The conference theme is “*Perspectives in Preservation*,” with the overarching theme of bringing voices that have been lost, sidelined, or overlooked. Sessions will explore how the preservation community identifies, documents, evaluates, protects, and interprets Colorado’s irreplaceable historic and cultural resources, significantly for underrepresented, native, and BIPOC communities.

Registration is not yet open but when it is you can register and submit your invoice to Nikki and the City of Loveland will reimburse you for the basic registration fee. If you choose sessions or tours that have an additional cost, you will be responsible for that cost.



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## **MEMORANDUM**

**DATE:** October 13, 2021

**TO:** Loveland City Council

**THROUGH:** Brett Limbaugh, Development Services Director  
Rod Wensing, Deputy City Manager  
Steve Adams, City Manager

**FROM:** Nikki Garshelis, Staff Liaison to Historic Preservation Commission

**SUBJECT:** Update and Overview of Great Western Railroad Depots Preservation Project



City Councilors were recently sent letters from the Loveland Historical Society informing them of their fundraising progress with the Great Western Railroad Depots Preservation Project. This memo is intended to provide the background and context of their fundraising efforts.

- **In 1902**, the Great Western Railway and the Great Western passenger depot were built to expedite shipping of sugar beets from farmer's beet dumps to the Loveland Sugar Beet Company. The adjacent freight depot was constructed in 1942. The two buildings were last used in the mid-1980s. They are historically significant for their use as part of Loveland's Great Western Sugar Company. The growing and production of sugar beets was the most economically important industry throughout northeastern Colorado during the early decades of the twentieth century. The depot and freight building played integral roles in the industry's success. The buildings are eligible for inclusion in the National and State Registers, and eligible for local landmark designation by the City of Loveland. They are located in Larimer County on the south side of the railroad tracks, on the east side of N. Monroe Avenue, in the block south of E. 11th Street. The Great Western Sugar Company complex is to the northeast.
- **In 2012**, the Loveland Historical Society (LHS) heard that the owner of the Great Western Railway Depot & Freight buildings was planning to demolish the historic buildings to allow for a roadway for their trucks. They contacted the owner, OmniTrax, Larimer County and the City of Loveland to try to stop the demolition and find an alternate solution. They asked if the buildings could be moved to City property to avoid

the demolition. Unfortunately, at that time, the City declined their request due to future development plans in the area. Subsequently, one of the LHS members found a train museum organization in Granby, Colorado that agreed to move the buildings. It was not an ideal solution since it was outside Loveland but it meant saving the structures. In the meantime, OmniTrax decided to reroute their trucks and the demolition of the depots was no longer imminent. After a few years of trying, the Granby organization was unable to move the buildings. Fortunately, the owner, OmniTrax, had cancelled its plans to demolish them.

- **In 2019**, the Loveland Historical Society approached the City of Loveland again. The City's plans to develop the requested move site had been cancelled and the land was now available. The City contacted OmniTrax to confirm they could still take the buildings. All entities agreed if the Loveland Historical Society could raise the funds to move the buildings onto adjacent City property, City staff would recommend acceptance of ownership from OmniTrax and make arrangements to have them moved, subject to the approval of City Council at the time.
- **To date** the Loveland Historical Society has raised some funds for consultants who have completed structural and environmental reports. Their next steps include raising additional funds for the mitigation of asbestos and lead, the construction of building foundations and the relocation of the two existing buildings.
- **Ultimately**, if fundraising efforts are successful and City Council approves the move to the adjacent City property to the south, City staff will apply for historic restoration grants. Once restored, the buildings can be used as small museums and meeting spaces to educate the public about the importance of the railroad and sugar beet industry in Colorado and the hard-working immigrants who brought their hopes and dreams to Loveland and helped build its community.



**City of Loveland Historic Resources Commission  
2020-2022 Work Plan**

**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 2019 2022?
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 Host educational seminars/conferences	Saving Places Conference	Staff/HPC	Completed Feb 2020 Completed Feb 2021
		Past Forward Conference	Staff/HPC	Completed Nov 2021
		Outreach Webinar (with Ft Collins, Greeley Liaisons)	Staff	Completed June 16, 2021
	Complete Annual CLG Report/ Staff at meeting	Complete report/Invite state to HPC Meeting	Staff	Joe S(State) attended May 2021 Meeting /Annual report submitted 10/19/21
	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)	Instagram Account	Created and posted	HPC	Ongoing
	Educational Coasters/Business Cards	Created & Distributed	HPC	Completed
	Historic Marker	Fairgrounds Bridge	HPC	Completed
	Historic Marker	3 Large Plaques Downtown	HPC/Staff	Completed
	Historic Marker	Milner Schwarz	HPC/Staff	Completed
	Historic Bike tour	Online	HPC/Staff	Completed 6/19
	Historic Walk tour	Online	Staff	Completed 9/18
	Historic Walk tour "The Beet"	Online	Staff	Julie working on
	Signage GWRY Depot	Contribute Fundraising Sign Contribute \$2500 for Reports	Staff	Completed Signage January 2020-Updated June 2021 and as needed



**City of Loveland Historic Resources Commission  
2020-2022 Work Plan**

Objective	Program/Project	Activity	Responsible	Target Date
	Model Buildings (Educational Resource)	GWRY Depot Booklet, Pulliam Building	HPC/Staff	Completed 2019/On-going distribution
	Mural Brochure and Outreach	Develop mural and brick painting guidelines/ implement with staff and publi	Staff/HPC	Sept 2021 Completed, printed brochure/ Next steps, implement with customers and public
	Archeological Map	Sites	HPC/Staff	QTR 4
	Activity Page on Website	Models/Tours/Color Book, Ect	Staff	Completed 2021
	Create historic preservation materials for distribution.	HPC Screensaver (Photo & Short istory)Coasters/Passport/ Beer History/LHS Flyers	HPC/Staff	On-going
	May is Historic Preservation Month	Tour de Pants	Staff/HPC	Usually first Saturday in May/2022?
	Other Events	June Bike/Block Tour(June 13) & Art Festival (Sept)	Staff/HPC	2022?
Actively pursue financial assistance and incentive programs for preservation-related programs (\$2.60.130.B.8)	Reconnaissance Survey Application	Write Grant	Staff	Denied/Resubmit 2022?
	Survey Update Grant	Manage Grant	Staff HPC	COMPLETED 2020
	Inventory Form-Engage Intern/Volunteer	Research & Complete Inventory Form for 111 Roosevelt (Heidi Fuhrman)	Fuhrman/Kersley /Jones/Staff	Completed 2019
	Loan Program	Promote & Administer	Staff/HPC	Loan to Historic McCreery House February 2019/Paid \$2,000 in 2021/ remainder due 2023
	Fire Suppression System Grant Program	Create and Receive Council Approval on 3 year Pilot program (\$100K per year) for Fire Suppression System Grants for buildings downtown 50 years and older	Staff/HPC/ED/ DDA	Approved and Implemented in 2019=2020
	Pulliam Community Building	Approve & Recommend to City Council Naming Opportunities for fundraising	Staff HPC	Completed 2019 Review Alterations 2022



**City of Loveland Historic Resources Commission  
2020-2022 Work Plan**

Objective	Program/Project	Activity	Responsible	Target Date
	Fee Waivers for historic properties	Approve & recommend to City Council backfill of LFRA fees from general fund	Staff HPC	Completed
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	Completed 2019 and folded into Survey Grant Project
	Pursue designations for local register	Postcard mailings/Events/Workshops/Presentations	Staff/HPC	On-going
	Review/Update Design Standards/Signage Downtown historic district design review procedure to identify problems prior to development activity.	Review/Update Design Guidelines Review and recommend improvements regarding gaps in procedure of design review in historic downtown between City Permitting/HPC and LDP/DDA	HPC/Staff	COMPLETED DESIGN STANDARDS DOCUMENT 3/20 Next steps promote document to stakeholders (coordinate with LDP/DDA)
CONTINUED: 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)	Hewlett Packard Building	Intensive Inventory and Public educational outreach	Staff/Consultant	FORM COMPLETED JULY 2021/OUTREACH TBD
	4 <sup>th</sup> Street Clock (c1908)	Repair and Paint	Staff	Melissa in Facilities working on 2021
	Great Western Railway Depot	Plan/Cost/Assessment/Fundraising/Foundation/Move/Designation/Grants/Restoration/Museum	Staff/Sutton, White, Jones (Susan I)	Q4 2022?
	Timberlane Farms	Review request by Timberlane Farm Museum Board to rescind designation /Work with new owner on development plans	Staff/HPC	Completed July 2021 (Voted to NOT rescind) Work with new owner to assist with development plans 2022