

**City of Loveland
Historic Preservation Commission
Meeting Summary
January 16, 2012**

A meeting of the Loveland Historic Preservation Commission was held Monday, January 16, 2012 at 6:00 P.M. in the City Council Chambers of the Civic Center at 500 East Third Street, Loveland, CO. Historic Preservation Commissioners in attendance were: Robin Ericson, Jim Cox, David Berglund, Trudi Manuel, Laura McGinley and Matt Newman. Cara Scohy was absent. City Council Liaison, John Fogle, and staff members, Bethany Clark and Nikki Garshelis were also present.

Guests: Bill Meirath, Loveland Historical Society

CALL TO ORDER

Commission Chair Cox called the meeting to order at 6:00 p.m. and introduced and welcomed Laura McGinley , the newest Commissioner to the HPC. Laura gave a brief summary of her background and each HPC member introduced themselves.

APPROVAL OF AGENDA

Commission Chair Cox asked for approval of the agenda with the change of removing Item VIII.a., *The Larimer Home Improvement Program*. *Bethany Clark* explained that the item had been rescheduled to the March meeting. *Commissioner Manuel* motioned to approve the agenda with the change, *Commissioner Ericson* seconded and the motion passed unanimously.

APPROVAL OF MINUTES

Commissioner Manuel motioned for approval of the minutes with the following changes requested by *Commissioner Ericson*:

1. Page One, Lines 38-40: Clarify: Commissioner Ericson was referring to the grant contract's PR and Media Clause which requires acknowledgement of the grantor in media sources.
2. Page Two, Line 51, Change: CPI to Colorado Historical Society and add CPI and CHS will visit to tour the property...
3. Page Two, Line 58, Add: Mike Perry, Loveland Historical Society, distributed a handout of their thoughts for possible uses of the Swartz Farmhouse property.
4. Page Two, Line 74-75, Clarify: Money was not charged during past realtor trainings and the suggested \$25 charge for this year would help with fundraising for the HPC.
5. Page Four, Line 156-157, Clarify: Commissioner Ericson reported that this year was unique in that every commissioner played a role in being part of the solution to historic preservation challenges.

The motion was seconded by Commissioner Ericson and the motion passed unanimously.

CITIZEN REPORTS

Bill Meirath, of the Loveland Historical Society, provided information regarding the Mariano Medina Family Cemetery, Project Renewal Site. The land is being donated by owner, Jess Rodriguez, to allow for the reconstruction of the cemetery and create a place of remembrance for the mountain man, Mariano Medina. Mr. Meirath distributed paperwork containing the site renderings. He explained the plans are to start soon with the clean-up, resurfacing and the wall. The historic grant he will be applying for has an April 1st deadline, he said. There was a discussion about waiting until the land transfer is complete before applying. The Commissioners encouraged him to start the application as soon as possible and offered to help with the application. They thanked him for his hard work on the project. He handed a notebook to staff with additional information and said he will pick it up at the February meeting. Commissioner Ericson requested that staff begin the work to put the property on the historic register prior to the grant deadline.

CITY COUNCIL UPDATE

City Council Liaison, John Fogle, reported that the City Council Advance was scheduled for Saturday, January 21 in the Museum basement. He invited the Commissioners to attend.

STAFF UPDATE

- *Commission Chair Ericson* asked Bethany Clark if she had any updates on the Viestenz-Smith Mountain Park where there is a Mariano Medina house. Bethany said she sent out an email requesting an update but has not heard anything. She will follow up and report back, she said.
- *Commission Chair Ericson* reminded staff to let her know when the opening of the Rialto Bridge is scheduled so she can invite the President of the National Trust for Historic Preservation, Stephanie Meeks. Stephanie Meeks is from Loveland and expressed a desire to attend the opening, she explained.
- *Councilor Fogle* asked if the HPC would like a tour of the Rialto Bridge building. The Commissioners agreed they would like a tour and suggested either morning or late afternoon for scheduling. Bethany Clark said she will contact Mike Scholl to set up a tour. There was a discussion about the progress of the project.

CONSIDERATION OF NEW BUSINESS

HISTORIC BUILDING PERMIT FEE WAIVERS

- *Bethany Clark* reported that the policy to issue historic building permit fee waivers was created by the Building Division, Legal Department and Community & Strategic Planning Division. After an explanation of the policy, she asked for Commission input. Commissioner Ericson said the policy seemed written more like code and not for the general public. She suggested that it might be confusing for property owners to understand. Commissioner Manuel agreed that the policy needs clarification. Commissioner Ericson asked if examples could be added on how much an owner could save on a project. Bethany explained that the policy document is meant to be legal in nature so the language must reflect that. She also explained that savings depended upon each project. She added that this policy has not yet been implemented so there are no real examples. Commission Chair Cox said the policy looked like a standard policy in the way it was written. Bethany agreed that a separate informational sheet for property owners could be created. The policy does not have to go to City Council and can be amended by the HPC, she said. Commissioner McGinley asked if anyone has expressed interest in the fee waiver. No one expressed interest because the policy was never implemented until now, replied Bethany. Commissioner Ericson expressed concern over waiving fees up front instead of refunding fees after the work was complete. She said there was not enough incentive to do the work correctly. Bethany explained that the property owner would not receive their Certificate of Occupancy or Letter of Completion if the work was not done properly. They would be required to correct the issues or lose their historic designation, apply for a new building permit and pay the fees, she said. The Commissioners decided to table the issue until the next meeting and requested that the Building Division Official and Director of Development Services attend in February to address their concerns.

Commissioner Berglund motioned to table the fee waiver item and ask the Director of Development Services and the Building Division Official to attend the February 20, 2012 meeting to address the HPC's concerns. The motion was seconded by Commissioner Ericson and it passed unanimously.

FOLLOW-UP ON SWARTZ/OLAC PRESENTATION

- *Commission Chair Cox* reported that the presentation to the Open Lands Advisory Commission had gone well. He distributed an article about the presentation and thanked all the Commissioners for their work on the report. He expressed gratitude for Commissioner Newman's extra work on the PowerPoint

slides. The OLAC was very receptive to the suggestion to incorporate the structures into the whole project, *Commission Chair Cox* said. February 29 is the date for the design consultants to present their plans for the land use. Cox encouraged the HPC members to attend the presentation. Commissioner Ericson reported that she created a letter with informational documents for the City Council. Commissioner Newman added that members of the OLAC expressed interest in saving the structures and seemed to want to be involved in the process. Councilor Fogle asked about examples of similar projects and the Commissioners assured him they have many examples.

HPC MONTH PLANNING

- Bethany Clark distributed a list of possible workshops for the Historic Preservation month. She said she would like to get started on finding professionals to lead the workshop chosen. Some of the ideas discussed were windows, energy loss and architectural salvage. Commissioner Ericson suggested having monthly planning meetings to be more organized and to obtain more media coverage. She discouraged holding the Realtor Workshop because of the amount of work involved. Commissioner Manuel said the Tour of Homes is scheduled for Saturday May 5th. Locations for a photography display were discussed and Nikki Garshelis offered to ask Jan Sawyer if the front room window can be used as a historic photo gallery.

NEXT MEETING AGENDA (FEBRUARY 20, 2012)

- *Dinger Carousel Presentation*
- *Review Savings Places Conference*
- *Historic Building Permit Fee Waivers- Development Services Director and Building Division Manager*

COMMISSIONER COMMENTS

- *Commission Chair Cox* asked if the Commissioners would like to contribute funds for snacks at the meeting and everyone agreed.

Meeting adjourned at 7:42 p.m.