

**LOVELAND HISTORIC PRESERVATION COMMISSION  
MEETING AGENDA  
MONDAY, September 21, 2015 6:00 PM  
CITY COUNCIL CHAMBERS  
500 E. THIRD STREET**

THE CITY OF LOVELAND IS COMMITTED TO PROVIDING AN EQUAL OPPORTUNITY FOR CITIZENS AND DOES NOT DISCRIMINATE ON THE BASIS OF DISABILITY, RACE, COLOR, NATIONAL ORIGIN, RELIGION, SEXUAL ORIENTATION OR GENDER. THE CITY WILL MAKE REASONABLE ACCOMMODATIONS FOR CITIZENS IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT. FOR MORE INFORMATION, PLEASE CONTACT THE CITY'S ADA COORDINATOR AT [BETTIE.GREENBERG@CITYOFLOVELAND.ORG](mailto:BETTIE.GREENBERG@CITYOFLOVELAND.ORG) OR 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  
*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. Staff Update (Nikki Garshelis)

- VII. REGULAR AGENDA**
  - 1) Oral History Project – Barry Floyd 6:15-6:45
  - 2) Viestenz-Smith Mountain Park Project-Michele Van Hare 6:45-6:55
  - 3) Youth Member Ordinance Amendment-Nikki Garshelis 6:55-7:10
  - 4) Outreach Update-Stacee Kersley 7:10-7:20
    - Art Project
    - Coloring Books, Menus, coasters
    - December Outreach Event
    - Plaque/signage for Historic Downtown
  - 5) Set Next Meeting's Agenda/Identify Action Items 7:20-7:25

- VIII. COMMISSIONER COMMENTS** 7:25-7:30  
*This agenda item provides an opportunity for Commissioners to speak on matters not on the regular agenda.*

- VIII. ADJOURN**

1 **City of Loveland**  
2 **Historic Preservation Commission**  
3 **Meeting Summary**  
4 **August 17, 2015**

5 A meeting of the Loveland Historic Preservation Commission was held Monday, August 17, 2015 at 6:00 P.M.  
6 in the City Council Chambers in the Civic Center at 500 East Third Street, Loveland, CO. Historic Preservation  
7 Commissioners in attendance were: David Berglund, Stacey Kersley, Jon-Mark Patterson and Amanda Nash,  
8 City Council Liaison, John Fogle and Nikki Garshelis, of Development Services were also present.

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10 **Guests:** Jacque Wedding-Scott, Janet Wells and Dana Miller

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12 **CALL TO ORDER**

13 *Commission Chair Kersley called the meeting to order at 6:00 p.m.*

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15 **APPROVAL OF THE AGENDA**

16 *Commissioner Patterson made a motion to approve the agenda; the motion was seconded by Commissioner*  
17 *Berglund and it passed unanimously.*

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19 **APPROVAL OF THE MINUTES**

20 *Commissioner Patterson made a motion to approve the minutes from the July meeting, the motion was*  
21 *seconded by Commissioner Berglund and it passed unanimously.*

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23 **CITIZEN REPORTS**

24 None

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26 **CITY COUNCIL UPDATE**

27 *Councilor Fogle said there was nothing pressing to report on City Council issues.*

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29 **STAFF UPDATE**

30 *Nikki Garshelis reported that there will be a Downtown Walking Audit on September 29<sup>th</sup>, hosted by Cando,*  
31 *with a grant from AARP. Garshelis will participate in the audit to provide information on historic buildings*  
32 *and asked if any of the Commissioners can participate. Members agreed to check their schedules.*  
33 *There was a discussion about the Viestenz-Smith Mountain Park research opportunity. Commission Chair*  
34 *Kersley reported that she was in touch with Park staff to schedule the research. Commissioner Nash said she*  
35 *would like to participate in the research process.*

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37 **CONSIDERATION OF NEW BUSINESS**

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39 **LDP/ DDA Update**

40 *Jacque Wedding-Scott, the Interim Executive Director, reported that she started in May of this year and just*  
41 *recently moved to the downtown location at 350 N. Cleveland. The space is 2240 square feet and they will*  
42 *share it with the Chamber of Commerce. She is currently working on setting the office up and getting*  
43 *organized. She thanked Councilor Fogle on all his help with the office telephone system. The upcoming*  
44 *election is the first priority and she is working on it with the City of Loveland, she said. Another priority is the*  
45 *transfer of the Façade Program from the City to the DDA. The Arcadia Hotel is the first project and will be a*  
46 *showcase for the program. A "Wall of Success" will be created in the office and the Arcadia will be featured,*  
47 *added. She will also soon know who the Arcadia's tenants will be. There was a discussion about details of*  
48 *the building and Wedding-Scott answered questions from the HPC.*

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**Public Hearing for Landmark Nomination 105 East 1<sup>st</sup> Street**

Nikki Garshelis provided a staff report on the Loveland Substation property owned by Janet Wells, the applicant. Significant information she presented included:

- The Loveland Substation is historically significant for its association with the development of regional power systems designed and operated by the Public Service Company in northern Colorado beginning in the early 1900s.
- The property displays a reasonably high level of physical integrity, relative to the seven aspects of integrity as defined by the National Park Service and the Colorado Historical Society - setting, location, design, materials, workmanship, feeling and association. The building’s integrity was somewhat diminished when it was converted into a residence, with an addition to the north elevation, in 1998. The addition is quite well executed, however, and is to the rear of the historic building. A sense of time and place relative to this building’s historic use as a substation by the Public Service Company of Colorado remains clearly in evidence.
- The Loveland Substation satisfies the age requirement and meets the following criteria for designation as a Loveland Historic Register Landmark:
  - Architectural**
    - Exemplifies specific elements of an architectural style or period. (Modern Movement)
  - Social/Cultural**
    - Exemplifies the cultural, political, economic or social heritage of the community.
  - Geographic/Environmental**
    - Enhances sense of identity of the community.
    - Is an established and familiar natural setting or visual feature of the community.

The Public Hearing was opened at 6:20p.m. and it was closed at 6:30p.m. The HPC members asked Janet Wells, the property owner, questions regarding the history of the building and what future plans she has for it. Ms. Wells said she thinks it is an honor to have the property designated and she plans to maintain it as a residence and art educational studio.

*Commissioner Patterson moved to make the findings listed in Section IV of the Historic Preservation Commission staff report dated August 17, 2015 stating that the Loveland Substation for the Public Service Company of Colorado meets the criteria for designation and recommends approval to the City Council. Commission Chair Kersley seconded the motion and it passed unanimously.*

**Outreach Subcommittee Update**

Commission Chair Kersley reported that Commissioner Wertheim contacted NOVO (art organization) to partner on the art project. Her contact at NOVO is taking the information to their board meeting this week. Commission Chair Kersley said she contacted the art teacher at Lucile Erwin Middle School and is setting up a meeting to discuss a partnership project.

Commission Chair Kersley reported that the Mehaffey Park Grand Opening HPC booth was very successful and they had a large turnout. They ran out of prizes and people were very interested in the handouts and conversation about historic preservation, she said.

There was a discussion about a youth member being on the HPC and members directed staff to bring a draft of an amendment to the Ordinance allowing for one or two youth members to the next HPC meeting.

96 *Nikki Garshelis* asked the HPC if they would like to continue with the Tour de Pants event or cancel it and add  
97 booths at other events. This idea was inspired by the large turnout at Mehaffey Park, she explained. After  
98 some discussion, the Commissioners agreed they want the Tour de Pants event to continue and possibly  
99 participate in two other events where they would have a booth. There was a discussion about participating  
100 in the museum's Halloween Festival. Nikki will send an email out regarding the event so Commissioners can  
101 check their schedules.  
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103 Commissioners also directed staff to:

- 104 • Post the Viestenz-Smith Park flyer on the facebook page.
- 105 • Obtain pricing information on coloring books and coasters

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107 **NEXT MEETING'S AGENDA/ACTION ITEMS**

- 108 • Subcommittee Update
- 109 • Review of Draft Ordinance Amendment for addition of youth member(s)
- 110 • Discussion of end of year outreach event
- 111 • Prices of coloring book, coasters, menus

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113 **Commissioner Comments**

114 *Commission Chair Kersley* circulated a thank you note, a pin and a commemorative coin from Chief of  
115 Police, Luke Hecker thanking the HPC for their role and support in the recent Marshal Frank Peak event.  
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117  
118 **Meeting adjourned at 7:40p.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

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**STAFF UPDATE**

**Meeting Date:** September 21, 2015  
**To:** Loveland Historic Preservation Commission  
**From:** Nikki Garshelis, Development Services

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**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.

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**Staff Update Items:**

**105 East 1<sup>st</sup> Street Landmark Designation**

City Council approved the Loveland Substation at 105 East 1<sup>st</sup> Street on first reading at the September 15, 2015 meeting. Second reading is scheduled for October 6, 2015.

**Milner-Schwarz House**

A signage complaint was received by City staff regarding unappealing signage on the Milner-Schwarz House property. Staff met with Mike Perry and Bob Crosby and they agreed to work with the Loveland Historical Society on an attractive and uniform signage plan. The Milner house is also in need of masonry repair on the foundation and chimney. City staff is in the process of hiring a mason to make the repairs.

**Update on Garden Railroad Project (From Bob Crosby) through September 14, 2015**

- Researched railroad and town history to be historically accurate
- Laid over 100 feet of track and switches
- Acquired building materials for the Depot
- Coordinated with the Boy Scouts on the Depot building construction
- Constructed a water feature depicting a mountain river flowing to Loveland
- Coordinated with the City the installation of street lights on parking lot side
- Acquired and installed 4 tons of gravel for a sidewalk on the parking lot side
- Procured and installed security cameras and signage
- Have acquired some sponsorships
- Spent hundreds of hours constructing building models to be historically accurate
- Installed security fences
- Hosted August meeting of the Northern Colorado Garden Railroad Club

**Bob Crosby and Mike Perry may be coming to the October HPC meeting to ask for funding support for the sign program. They would also like to invite HPC members to drop by to see their progress.**

### **Saving Places Conference**

The SPC is scheduled for Wednesday February 3<sup>rd</sup> through Saturday February 6, 2016.

Now in its 19th year, Saving Places is the premier gathering of preservationists, community leaders and engaged citizens in Colorado. This event features high quality educational content plus superb networking opportunities to build an effective coalition of partners to power the preservation movement. 2016 marks the 50th anniversary of the National Historic Preservation Act and the conference will help launch the country-wide celebration. The City of Loveland will cover basic registration fee of the HPC members who choose to attend. Any additional costs are the responsibility of the member. Registration has not opened yet but please check the website regularly to sign up: <http://coloradopreservation.org/saving-places-conference/> Submit a copy of your paid registration to Nikki for reimbursement of the fee.

### **Facebook Post Schedule (Through June 2016)**

October 2015	Jim Cox
November 2015	Amanda Nash
December 2015	Stacee Kersley
January 2016	Jon Patterson
February 2016	Paula Sutton
March 2016	David Berglund
April 2016	Chris Wertheim
May 2016	Jim Cox
June 2016	Amanda Nash

FIRST READING \_\_\_\_\_  
SECOND READING \_\_\_\_\_

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AMENDING SECTION 2.60.130 OF THE LOVELAND MUNICIPAL CODE PERTAINING TO THE HISTORIC PRESERVATION COMMISSION**

**WHEREAS**, Section 2.60.130 of the Loveland Municipal Code currently sets forth the membership of the City's Historic Preservation Commission; and

**WHEREAS**, the Historic Preservation Commission unanimously recommends that the City Council amend Loveland Municipal Code Section 2.60.130 to provide for a designated slot for a youth representative; and

**WHEREAS**, City Council finds that the addition of a youth representative to the Historic Preservation Commission in in the best interests of the City.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LOVELAND, COLORADO:**

**Section 1.** That Paragraph A. of Section 2.60.130 of the Loveland Municipal Code is hereby amended to read as follows:

- A. There is established a historic preservation commission consisting of ~~seven~~eight members appointed by the city council. Members shall have demonstrated interest, competence, or knowledge in historic preservation. The commission shall be comprised of both professionals and lay members and shall be selected, as much as possible, from the fields of history, architecture, landscape architecture, architectural history, prehistoric or historic archaeology, planning, or related disciplines such as the building trades, cultural geography, cultural anthropology, real estate, or law. One member of the commission shall be from the Loveland Historical Society. One member shall be a high school student enrolled in a secondary school located within the city who shall be under the age of twenty-one at the time of appointment and whose term of office shall [ALT 1: be for one year from September 1 to August 31] [ALT 2: be for one year coinciding with the school year and the summer months immediately subsequent to such school year]. Three members of the commission shall be professionals or shall have extensive expertise in a preservation-related discipline including, but not limited to, history, architecture, planning, or archaeology. Recognizing that professionals may not be available, this requirement may be waived by the city council following a good faith effort to recruit such professionals. Other than as provided above, ~~T~~the term of office of each member shall be three years.

**Section 2.** That as provided in City Charter Section 4-9(a)(7), this Ordinance shall be published by title only by the City Clerk after adoption on second reading unless the Ordinance has been amended since first reading in which case the Ordinance shall be published in full or the amendments shall be published in full.

**Section 3.** This Ordinance shall be in full force and effect ten days after its final publication, as provided in City Charter Section 4-8(b).

ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
Cecil A. Gutierrez, Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Assistant City Attorney



1,000 2 Color Imprint = \$370

\$25 per color set up


3.5 inch size/One side

Pulpboard



[VIEW LARGER](#)

## 3.5" Square 45 pt. Natural Drink Coaster

ITEM: P-AS55-SQ 

Get high visibility at a low cost with custom printed 3.5 square pulpboard coasters. These disposable pulpboard coasters can also be used for mailing programs or be used as invitations.

[CUSTOMIZE ▶](#)

1,000 Full Color Imprint = \$450

\$25 per color set up

4 inch size

Pulpboard



[VIEW LARGER](#)

## 4" Square 35 pt. Full Color Process Pulpboard Coasters

ITEM: P-1389 / 35PT

Ideal for your one-use needs, you can protect and promote at the same time with full color printed paperboard coasters. Coasters are popular products for both advertising and as keepsakes.

[CUSTOMIZE ▶](#)

