

**LOVELAND HISTORIC PRESERVATION COMMISSION
MEETING AGENDA
MONDAY, November 16, 2015 6:00 PM
CITY COUNCIL CHAMBERS
500 E. THIRD STREET**

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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. High School Commission Member 6:15-6:30
 - 2. Outreach Update 6:30-6:55
 - a. Art Project
 - b. December Outreach Event Monday December 14th 5:30-7pm Rialto Theater Center (5:00pm Art Project presentation)
 - c. Coasters, Placemats, Coloring Book
 - d. Plaque/Banner for Downtown

 - 3. Set Next Meeting's Agenda/Identify Action Items 6:55-7:00

- VIII. COMMISSIONER COMMENTS** 7:00-7:10
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 **October 19, 2015**

5 A meeting of the Loveland Historic Preservation Commission was held Monday, October 19, 2015 at 6:00
6 P.M. in the City Council Chambers in the Civic Center at 500 East Third Street, Loveland, CO. Historic
7 Preservation Commissioners in attendance were: Stacey Kersley, Amanda Nash, Jon-Mark Patterson, Paula
8 Sutton and Chris Wertheim. City Council Liaison, John Fogle, and Nikki Garshelis of Development Services
9 were also present.

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11 **Guests:** John Schumacher, Chief Building Official

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13 **CALL TO ORDER**

14 *Commission Chair Kersley called the meeting to order at 6:01 p.m.*

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16 **APPROVAL OF THE AGENDA**

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

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20 **APPROVAL OF THE MINUTES**

21 *Commissioner Sutton made a motion to approve the minutes from the September meeting, the motion was*
22 *seconded by Commissioner Wertheim and it passed unanimously.*

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24 **CITIZEN REPORTS**

25 None

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27 **CITY COUNCIL UPDATE**

28 *Councilor Fogle reported on the upcoming election process and the Construction Advisory Board (CAB) BBQ*
29 *and meeting. The CAB meeting and BBQ is scheduled for November 18th from 5-8pm in the City Council*
30 *Chambers. It is a chance for contractors and builders to provide feedback on the development process, he*
31 *explained. No staff will be present at the meeting so guests can speak freely, he added.*

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33 **STAFF UPDATE**

34 *Nikki Garshelis reported on October 6th the City Council approved the landmark nomination on second*
35 *reading for the Loveland Substation. On October 20th, Council will vote, on second reading, for the addition*
36 *of a high school student member on the HPC. There was a discussion about the staff cuts at History*
37 *Colorado as well.*

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39 **CONSIDERATION OF NEW BUSINESS**

40 **Building Division Update**

41 *Nikki Garshelis introduced John Schumacher, Chief Building Official, at the City of Loveland.*

42 John Schumacher reported that he has been with the City for six months and has made many changes within the
43 building division, reviewing and changing procedures and hiring additional staff. Some of the staff have also
44 passed permit exams and received necessary certifications, he said. He is also implementing some over the
45 counter permitting soon. HPC member asked questions regarding how the historic preservation program is
46 handled.

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High School Commission Member

The Commission discussed how to recruit the high school student commission member and agreed to:

- To notify Thompson School District teachers, guidance counselors, LISA Program and public information officers.
- Post onto the HPC Facebook site and share it with other relevant sites

All interested students will be directed to contact Nikki and she will give them an application and more information. Interviews of applicants will be scheduled as soon as possible.

Outreach Subcommittee Update

1. *Commission Chair Kersley* reported on the student art/preservation project. The presentation to Thompson Valley School District will take place in December. A discussion ensued and it was decided that the presentation will be reviewed at 5:00p.m. before the December 14th Outreach event. The events starts at 5:30p.m. Commission Chair Kersley asked the members to think of possible names for the art project to be decided at the event. There was a discussion about where the art will be displayed and Commissioner Patterson volunteered to contact ArtWorks to see if that location is available. Nikki will contact the gallery at ArtSpace. Either location will work but the ArtSpace gallery is closer to the May 7th event. Commission Sutton suggested that the HPC could consider as one of the projects, the landscape panels for the Garden Railroad at the Milner House. The HPC members agreed that would be a great project.
2. The December outreach event is scheduled at the Rialto Theater Center for Monday December 14th from 5:00pm to 7:00pm. A plaque will be presented to Janet Wells, the owner of the Loveland Substation, if she can attend the event. Barry Floyd will be invited to preview his oral history project during the event. James the Caterer has been hired to provide the food and Door 222 will have a cash bar.
3. Coloring books, placemats and/or coasters will be discussed again at the November meeting.
4. Nikki reported that she met with stakeholders to discuss the downtown plaque(s) and banners signifying the national historic register designation. Electrical staff said the poles were too fragile to hold the banners. Nikki will continue to research where the banners can be hung. Councilor Fogle said there were brackets on a couple of buildings downtown that might work for banners. Nikki will create mock ups of the banners and plaque ideas and bring them to the next meeting.

NEXT MEETING'S AGENDA/ACTION ITEMS

- HS Student Commissioner Recruitment Update
- Outreach Update
 - Art Project
 - December Outreach Event
 - Coloring Books, Coasters, Placemats
 - Banners/Plaques

Meeting adjourned at 7:27p.m.



**Development Services Department
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STAFF UPDATE

Meeting Date: November 16, 2015
To: Loveland Historic Preservation Commission
From: Nikki Garshelis, Development Services

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.*

Staff Update Items:

Alteration Certificate and Demolition Review

City Staff recently completed a review of Chapters 15.56.050; 15.56.060; 15.56.110; 15.56.170 of the Loveland Municipal Code regarding the HPC review of structural alterations and demolitions and concluded the following:

1. A Landmark Alteration certificate is required if the property is a ..."designated landmark site or in a designated landmark district." Chapter 15.56.050. p. 6 &7.
2. The HPC can review an application for the demolition of a structure if it is a designated landmark or if is identified on the "Loveland Historic Preservation Survey as eligible for nomination to the State of Colorado Register of Historic Places..." Chapter 15.56.170. p. 21. The Survey eligibility in the columns labeled "I" for Individual (meaning, perhaps, it is historically significant as an individual property); "M" for Multiple (perhaps, historically significant as in the context of other structures on the property, like a farmhouse with a barn, privy, etc.); and "D" for District (possibly historically significant as a property within a district, as in the downtown district as relating to its commercial history.)

Tour de Pants

The following has been confirmed for the 2016 annual historic preservation outreach event, Tour de Pants:

1. Date: Saturday May 7th
2. Location: Property of ArtSpace/Feed & Grain
3. Partners: ArtSpace residents and People's Market
4. Pants: (Christo has declined. Need ideas)

Plaques/Banners

City Traffic staff confirmed that the light poles on 4th Street are unable to support banners. There may be four street lamps available on the corner of 4th and Lincoln that can be used for banners.

Saving Places Conference

The SPC is scheduled for Wednesday February 3rd through Saturday February 6, 2016.

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 (as of 11/13/15) 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.