

1 **City of Loveland**
2 **Historic Preservation Commission**
3 **Meeting Summary**
4 **August 16, 2010**

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6 A meeting of the Loveland Historic Preservation Commission was held on Monday, August 16, 2010 at 6:00 P.M.
7 in the City Council Chambers of the Civic Center at 500 East Third Street, Loveland, CO. Historic Preservation
8 Commissioners in attendance were: Jim Cox, Robin Ericson, Trudi Manuel, and Gerald Portugal. Also present
9 were Carol Johnson, City Council Liaison, staff members, Tangier Barnes of Community & Strategic Planning,
10 Greg George and Nikki Garshelis of Development Services.

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12 **CALL TO ORDER**

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

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15 **APPROVAL OF AGENDA**

16 *Commissioner Chair Ericson asked for approval of the agenda. Commissioner Cox made the motion to approve*
17 *the agenda, with the addition of a discussion regarding the Museum annex, followed by a second from*
18 *Commissioner Manuel. The motion passed unanimously.*

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20 **APPROVAL OF MINUTES**

21 *Commissioner Cox moved to approve the July 19, 2010 minutes. The motion was followed with a second from*
22 *Commissioner Portugal and it passed unanimously.*

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24 **CITIZEN REPORTS**

25 None

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27 **CONSIDERATION OF NEW BUSINESS**

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29 **CITY COUNCIL UPDATE**

30 Councilor Johnson reported the following:

- 31 • A Public City Manager Forum is scheduled for Thursday, August 19 at 6:30p.m. in the City Council
32 Chamber. This is a chance for the public to meet and interview the three City Manager finalists, she said.
- 33 • On Tuesday, August 17th there will be a Council Public Hearing and consideration of an ordinance
34 enacting a supplemental budget and appropriation to the 2010 City of Loveland budget for the Lodging
35 Tax proceeds and operating and grant budget for the Community Marketing Commission.
- 36 • The downtown RFP consultants, TST, gave City Council a presentation at the August 10th Study Session
37 on their preliminary design and will be coming back September 28th with a draft of the RFP. Councilor
38 Johnson noted that no one from the HPC was at the recent Study Session. Commission Chair Ericson
39 said she was not aware of the presentation. Greg George said staff will begin providing the City Council
40 meeting schedule to the commissioners.
- 41 • There is a Municipal Code amendment on naming downtown alleys on the Tuesday City Council agenda.
42 It has been proposed that six alleys will be named after arts and entertainment. Greg George added that
43 some of the downtown alleys will serve as residential entrances and, therefore, will need legitimate
44 addresses. Commissioner Portugal suggested that some of the alleys have historic names rather than all
45 arts and entertainment related names.
- 46 • The National League of Cities will be holding its national convention in Denver from November 30-Dec
47 4 and Council is considering having a Loveland booth.
- 48 • Responding to a question regarding the Loveland Arts Economic Development Center from
49 Commissioner Manuel, Councilor Johnson explained that the City Council asked the citizen group for a
50 sustainable proposal. The LAEDC is asking for a three year commitment of funds from the City but they
51 need to be able to sustain themselves financially after that, she said. Council asked them to bring their
52 proposal back after the election because if Proposition 101 and Amendments 60 and 61 pass, there will be
53 less funding resources, she said. There was a discussion about how the LAEDC could promote economic
54 development in the Loveland community.

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4 **STAFF UPDATE**

5 Commission Chair Ericson asked if there were questions regarding the staff update.

- 6 • Tangier Barnes reported that Greg Ault had submitted his resignation from the HPC. Ault's position
7 has been posted on the City's website. Jim Cox's and George Hill's terms have expired. Jim Cox
8 has reapplied for his position but George Hill has not yet submitted his application. He has until
9 August 20th. Commission Chair Ericson said that she, along with Tangier and Councilor Johnson will
10 interview the applicants.

11
12 **HPC ACCOUNT INFORMATION**

13 Greg George reported that the HPC can accept donations which will be deposited into a special account for them.
14 The checks should be made to the City of Loveland, he said. The City Council will have to appropriate the funds
15 per the request of the HPC, he explained. The funds can be earmarked for special projects. In response to some
16 questions, Greg provided the following information:

- 17 • The City of Loveland could not use the funds for other projects than HPC projects.
- 18 • The name of the fund will be determined by the Budget Manager.
- 19 • City Council could deny the HPC recommendation.
- 20 • Greg will check to see if the funds earn interest.

21
22 **DESIGN GUIDELINES UPDATE**

23 Tangier Barnes reported that David Lingle completed the neighborhood walk through. She said he indicated that
24 there are certain eras of houses where the owners have renovated them without staying true to the era. A Public
25 Meeting is scheduled for September 8 at 7:00p.m. at the Museum to gather input from property owners to help
26 develop the design guidelines report. There was a discussion on whether the standards/guidelines can be or
27 should be enforced. Commissioner Manuel said she believed enforcement would be difficult. Commission Chair
28 Ericson agreed and added that other guidelines are not being enforced. Commissioner Manuel asked Tangier if
29 examples of flexible and rigid guidelines can be included in the report. Jim Cox suggested that, if standards are
30 properly created, property values would go up significantly. If someone wants to spend a lot of money to enhance
31 their historic home, they would probably want their neighbor to adhere to the same guidelines, he explained.
32 Greg George explained that a standard was mandatory and cannot be deviated from unless hardship is proven.
33 Hardship would be decided by the commission, he said. A guideline is also mandatory, he said, but can be
34 changed if the applicant can demonstrate an equal or better variance. This variance can be determined by the
35 Planning Manager, he added.

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37 Jim Cox asked if landscapes were included in the guideline study. Commission Chair Ericson pointed out that
38 most of the historic homes have small front yards, therefore, landscaping would not be too costly. Tangier said
39 she would ask Dave to put landscapes on the list. Commission Chair Ericson said that owners do not mess their
40 homes up on purpose and providing them with resources like the *Saving Places Handbook* would solve half the
41 problem. They don't always get the best advice from their contractor, she added. Commissioner Manuel
42 suggested that many people don't have the finances to keep up their homes and just let them go. There was a
43 discussion about code enforcement being mostly complaint based. Greg George said that the City has two
44 administrators that respond to complaints but also drive around Loveland.

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46 In response to the commission's concerns about being prepared for the Public Design Meeting, Tangier said she
47 would arrange a separate meeting. The commission agreed that September 1st at 5:00p.m. would be the best date
48 with August 30th as an alternate date.

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50 **CMC GRANT**

51 Commission Chair Ericson reported that she will be writing the grant proposal for the Lodging Tax Grant monies.
52 There was a discussion about how much money would be appropriate to request. Councilor Johnson said that \$5
53 to \$10,000 would be realistic.

1 **NEXT MEETING AGENDA**

- 2 • Commission Vacancies
3 • TST Consultant Update – Mike Scholl
4 • BE Zone Update – Karl Barton
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6 **COMMISSIONERS COMMENTS**

- 7 • Commissioner Portugal asked if Commission Chair Ericson would ask the Historical Society for the HPC
8 funds of approximately \$2,600. She agreed to call Paula Sutton.
9 • Tangier Barnes reported that Mike Scholl placed an ad in the Reporter Herald looking for old photos of
10 the Milner Schwarz House and received several pictures. She distributed the photos to the commissioners
11 and it was determined that they needed copies for the Historical Society and the Museum.
12 • Commissioner Manuel reported that there is a private City Council and Commission garden party
13 scheduled at the Milner House property on August 27 at 5:00p.m. On August 28th the garden will be
14 open to the public from 1:00p.m. to 4:00p.m. These events coincide with the Corn Roast Festival in
15 Fairgrounds Park. Commission Chair Ericson reported that they met with the Parks & Rec Dept staff to
16 discuss how trucks will be able to gain access to the park. They agreed to allow the access through the
17 Milner property and may lose about fifteen feet on the North West portion of the land. The meeting was
18 very amicable, she added.
19 • Commissioner Portugal asked about the museum annex plans. Greg George said that, in the TST design,
20 created with the input of Loveland citizens, the museum annex property would be designated as a
21 development project. The TST design expanded the museum over 5th Street instead of into the annex
22 area, leaving the annex for possible future development, he said.
23 • Greg George reported that the architect of the Rialto Bridge project will be presenting an edited façade
24 design soon. One idea is to attach bronze plaques around the window which will tell the history of
25 Loveland, he said.
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28 **Adjourned at 7:26p.m.**