



HISTORIC PRESERVATION COMMISSION REGULAR MEETING
November 7, 2012 – 5:45 P.M.
First Floor Conference Room – 301 Walnut Street, Windsor, CO 80550

MINUTES

A. CALL TO ORDER

Chairperson Carrie Ann Lucas called the meeting to order at 5:46 p.m.

1. Roll Call Chairperson Carrie Ann Lucas
 Anita Drake
 Scot Griffith
 Tyler Rossman – Voting Alternate

Also present: Director of Planning Joe Plummer
 Associate Planner Josh Olhava
 Associate Planner Brett Walker
 Art & Heritage Manager Carrie Knight

All those present introduced themselves.

2. Review of Agenda by the Commission and Addition of Items of New Business to the Agenda for Consideration by the Commission.
There were no changes to the Agenda.
3. Public Invited to be Heard
There was no public comment

B. CONSENT CALENDAR

1. Minutes of August 8, 2012 Regular Meeting
Commissioner Griffith moved to accept the Consent Calendar as presented; Commissioner Rossman seconded the motion. Motion carried unanimously.

C. BOARD ACTION

1. Presentation on Preserve America – C. Knight
Ms. Knight presented a brief synopsis of the Preserve America program; its focus and goals; and application procedures. Ms. Knight introduced a draft Preserve America Application for review by the Commission, asking they consider officially supporting this process to the Town Board. Ms. Knight is seeking letters of endorsement from state officials to be included with the Application. She noted CLG designation will expedite the Preserve America Application process. Ms. Knight reiterated “the program’s goals include expanding knowledge about the nation’s past, strengthening regional identities and local pride, increasing public participation in preservation, and supporting the economic vitality of our communities.”
2. Recommendation to Town Board and Resolution supporting the efforts of the Town of Windsor to receive a “Preserve America Communities” designation pursuant to Federal Executive Order 13287 – B. Walker (Resolution 2012-01)

Commissioner Lucas moved to recommend to the Town Board a Resolution supporting efforts of the Town of Windsor to receive a Preserve America Communities designation pursuant to Federal Executive Order 13287; Commissioner Griffith seconded the motion.

Mr. Walker pointed out a letter drafted on behalf of the Historic Preservation Commission to accompany the Application. He distributed the letter to Commissioners for review. Ms. Lucas read the letter aloud, and called for an amendment to the motion on the floor, to include this letter with the Application packet.

Commissioner Griffith moved to amend the motion on the floor to include the aforementioned letter with the Application; Commissioner Rossman seconded the motion. Amended motion carried unanimously.

All members voted yes to the original motion on the floor; original motion carried unanimously.

D. COMMUNICATIONS

1. Communications from Historic Preservation Commissioners

There were no additional communications.

2. Communications from Town Board Liaison

Mr. Bishop-Cotner was not in attendance, so had no communications.

3. Communications from Town Staff

Mr. Walker presented a letter from Terracon regarding cell phone equipment to be added to the grain elevator on Walnut Street. He will email the letter and accompanying information to Commissioners, and asks they return comments about the project to him. Mr. Olhava presented a brief overview of the details of the project. Commissioners questioned if the building is eligible for historic designation. Staff will investigate that eligibility, organize comments received about the project into a manageable format and return them to Commissioners for review.

Mr. Plummer thanked Commissioners for rescheduling their meeting. He also noted Ms. Fields has moved to Ohio, her former home, and commented she enjoyed her work with the Commission.

E. ADJOURN

Commissioner Griffith moved to adjourn; Commissioner Drake seconded the motion. Motion carried unanimously.


Deputy Town Clerk