



## Minutes

### A. CALL TO ORDER

Chairperson Rachel Kline called the meeting to order at 5:48 p.m.

- |              |                  |                             |
|--------------|------------------|-----------------------------|
| 1. Roll Call | Chair            | Rachel Kline<br>Anita Drake |
|              | Voting Alternate | Lisa Geisick                |

Also present:	Town Board Liaison	Robert Bishop-Cotner
	Associate Planner	Josh Olhava
	Town Manager	Kelly Arnold
	Management Assistant	Kelly Unger
	Art & Heritage Manager	Carrie Knight

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. Approval of Minutes of the January 8, 2014 Historic Preservation Commission meeting.  
**Ms. Drake moved to accept the minutes as presented; Ms. Geisick seconded the motion. Roll call on the vote resulted as follows: All in attendance voted yes – motion carried.**

### C. BOARD ACTION

1. Review and Support by the Commission on the Town of Windsor's Determinations of Eligibility and Effects, and Notification of the US Department of Transportation and Federal Railroad Administration 2013 TIGER Discretionary Grants for the Great Western Railroad Improvement Project – J. Olhava

Mr. Arnold addressed the Commission to review and clarify details of the TIGER grant Section 106 clearance document for the Quiet Zone project. The Town has already provided information to the Federal Railroad Administration (FRA) on environmental considerations. A Historic and Archeological review is also required. Combined efforts from staff and consultant yielded a draft for review by the HPC. Once complete, the document will be submitted to the State Historic Preservation Office (SHIPO). Mr. Arnold noted the Town is currently negotiating conditions of the grant with FRA.

Ms. Unger presented an overview of Area of Potential Effect (APE) review findings to date. She noted the review has identified current conditions, proposed improvements and existing resources that may be affected. Ms. Knight told Commissioners many resources were used to formulate the Conclusions/Determinations specified in the APE document.

She reported all identified changes will be minimal at most with regard to the Historic integrity of the areas in question.

Ms. Kline stated the layout of the report was well done, and extremely easy to read. She suggested interjection of a comment stating “The linear resource i.e. the Railroad has been adequately studied; its history is well documented and therefore any additional materials found are unlikely to yield a significant result to these findings.” Ms. Kline also suggested inquiring if State forms will be required, and inserting a statement conveying that “there will be no removal or physical impact to the historic fabric...” Ms. Kline suggested taking a look at similar documents generated by the City of Fort Collins during a similar project.

Ms. Drake inquired what the total amount of the grant was. Ms. Unger responded \$2.75 million. Mr. Arnold added that may not be enough to actually cover all costs of the improvements considering the addition of crossings on 15<sup>th</sup> Street, and along Walnut Street at the intersection of Chimney Park Drive.

Ms. Drake also inquired if this was part of the Union Pacific Railroad. Mr. Arnold responded this leg is referred to as a shore line, and connects the Burlington Northern to the west with the Union Pacific to the east, but is actually the Great Western Railroad. He noted significant improvements are needed to rail lines from Greeley to the east.

Mr. Olhava asked if esthetic enhancements will also be included. He suggested working with the DDA. Mr. Arnold replied the Town has not advanced to that level of detail with planning at this point, but welcomed Mr. Olhava’s comments and ideas. He told Commissioners the Town will keep them informed regarding the progress of this project.

**Ms. Drake moved to recommend staff draft a letter of support to SHIPO, to be reviewed and signed by the HPC Chairperson; Ms. Geisick seconded the motion. Roll call on the vote resulted as follows: All in attendance voted yes – motion carried.**

#### **D. COMMUNICATIONS**

1. Recap of the Saving Places Conference

Commissioners reported they found the Conference informative and very worthwhile, in particular presentations regarding Mid-Century structures, the Historic Downtown and Downtown Arts projects, and The Source presentations were exceptionally beneficial. Commissioners drew several similarities with the Mill here in Windsor. Mr. Olhava alluded to emerging tax credits that may be applicable for preservation projects. Ms. Geisick suggested considering ties to the Kodak site as well. Ms. Kline noted the sessions contained more “authoritative” knowledge than in the past. She also spoke of “Presentation Green Lab” which will be available in March, stating the thesis of the study is “density creates economy;” and investment in Downtown could be much more economically feasible than previously believed.

2. Communications from the Historic Preservation Commission

Ms. Kline suggested scheduling a Joint Work Session with the DDA and the Planning Commission to discuss plans for the future, while considering Windsor’s past. Mr.

Olhava will look into this. Ms. Kline also touched on the need for a comment period for the DDA façade project, with specific consideration of structures eligible for historic designation.

Ms. Kline informed the Commission the Park School local landmark designation was passed by the Town Board at its February 10 meeting. She noted expressed interest in seeking national designation for that building as well, and stated the deadline for submission is May 30, with a review in September. She has started a preliminary evaluation form using information from the local landmark designation application. Mr. Bishop-Cotner suggested adding that project to the HPC Work Plan.

3. Communications from Town Board liaison

Mr. Bishop-Cotner congratulated the Commission for their efforts at designating the Park School, calling it a “good job.”

4. Communications from the staff

Mr. Olhava called the Joint Work Session with the Town Board very productive.

Ms. Knight thanked the Commission for their support for the Poudre Heritage Alliance Grant, noting the grant was awarded to Windsor in the amount of \$19,000 for exhibit re-design. She invited Commissioners to a celebration at the Art & Heritage Center on February 20 from 6:00-7:30 p.m. She encouraged Commissioners to attend and investigate some of the programs offered by the Alliance.

**E. ADJOURN**

**Ms. Drake moved to adjourn; Ms. Geisick seconded the motion. All in attendance voted yes. The meeting was adjourned at 6:37 p.m.**

  
Deputy Town Clerk