

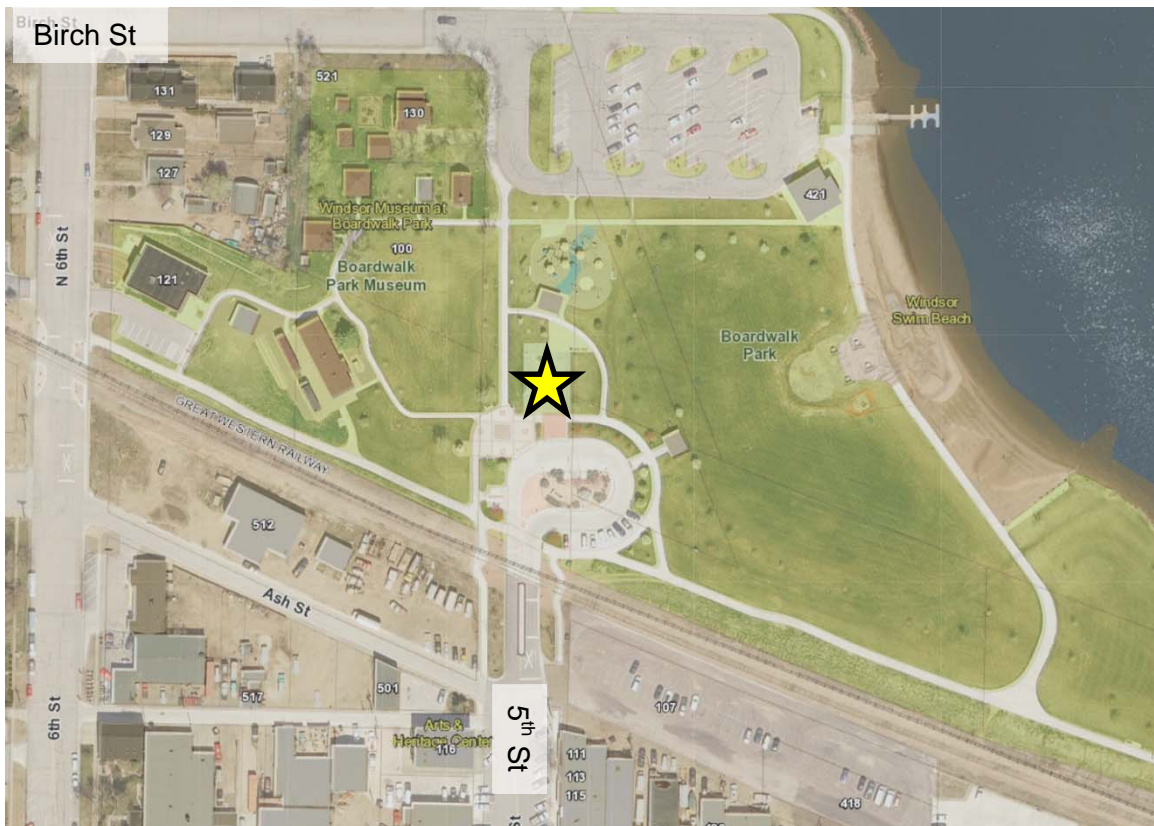


HISTORIC PRESERVATION COMMISSION WORK SESSION

April 11, 2018 // 5:45 p.m. // Boardwalk Park
Windsor, CO 80550

WORK SESSION AGENDA

1. Boardwalk Park Tour
 - a. Parks, Recreation, and Culture staff will lead tours of the historic buildings in Boardwalk Park
 - b. We will meet at 5:45 p.m. at the farmers market pavilion in Boardwalk Park, as shown below. Parking is available in the parking lots at the east end of Birch Street or north end of 5th Street.



The Town of Windsor will make reasonable accommodations for access to town services, programs, and activities, and will make special communication arrangements for persons with disabilities. Please call 970-674-2400 by noon on the [day] prior to the meeting to make arrangements.



AGENDA

A. CALL TO ORDER

1. Roll Call
2. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration by the Board

B. CONSENT CALENDAR

1. Approval of the minutes of January 10, 2018

C. BOARD ACTION

D. COMMUNICATIONS

1. Communications from the Historic Preservation Commission
2. Communications from Town Board liaison
3. Communications from staff

E. ADJOURN

Applicants may discuss the requests and the recommendations with staff during normal business hours of 8:00 a.m. to 5:00 p.m., Monday through Friday, except holidays. For the convenience of the applicants, appointments are recommended.

Upcoming Meeting Dates

<u>Wednesday, April 11, 2018</u>	5:45 P.M.	HPC Work Session for Boardwalk Park Tour
<u>Wednesday, April 11, 2018</u>	6:30 P.M.	Regular HPC Meeting **
<u>Wednesday, July 11, 2018</u>	5:45 P.M.	Regular HPC Meeting**

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Wednesday, October 10, 2018 5:45 P.M. Regular HPC Meeting**

** Does not include any Historic Preservation Commission (HPC) work sessions which may be requested and may also be scheduled for these dates. Regular meeting dates may be changed to a work session at the discretion of the Chair when no action items are present.

Note: Special meeting dates or events may be scheduled at regular HPC meetings.



HISTORIC PRESERVATION COMMISSION REGULAR MEETING

January 10, 2018, 5:45 P.M. Second Floor Conference Room
301 Walnut Street, Windsor, CO 80550

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MINUTES

A. CALL TO ORDER

Carrie Ann Lucas called the meeting to order at 5:50 pm

1. Roll Call

Board members in attendance:

Carrie Ann Lucas

Ron Steinbach
Ruth Brunner

Excused absence:

Dr. Larry Lawrence
Jean Zuckweiler

Also in attendance:

Town Board Liaison
Senior Planner
Customer Service Supervisor
Recreation Supervisor

Paul Rennemeyer
Paul Hornbeck
Jessica Scheopner
Luke Bollinger

2. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration by the Board
There were no changes to the agenda.

B. CONSENT CALENDAR

1. Approval of the December 13, 2017 minutes.

Mr. Steinbach moved to approve the minutes as presented. Mrs. Brunner seconded such motion. All voted in favor. Motion passed.

C. BOARD ACTION

1. Approval of 2018-2019 Work Plan

Mr. Steinbach moved to approve the minutes as presented. Mrs. Brunner seconded such motion. All voted in favor. Motion passed.

D. COMMUNICATIONS

1. Communications from the Historic Preservation Commission
NONE
2. Communications from Town Board liaison
Mr. Rennemeyer had nothing new to report.

3. Communications from the staff

a. Saving Places Conference

Mr. Hornbeck reported that Larry, Ruth, Ron and himself will be attending the conference later in the month. He reminded members to track mileage for reimbursement.

b. Historic Tours

Mr. Bolinger, Recreation Supervisor, met with the commission to discuss their approach to having the historic tours during special events such as All Town Barbeque, Concert in the Park and Harvest Day.

The commission decided the following:

- Dates for tours
 - June 7th
 - July 19th
 - September 1st
- Times for tours are 5-7 pm.
- All buildings (depot, school house, farm house, summer kitchen, beet shack and prayer house) will be open at the time of tours.
- Tours will be about 30 minutes long
- Commission members will assist staff with tours
- Tour information and training handouts are available from Museum Staff.
- Tours will be advertised through social media with the help of Communications Staff
- Temporary signage will be needed and needs to be researched/purchased.

E. ADJOURN

Upon a motion duly made, the meeting was adjourned at 6:44 p.m.

Jessica Scheopner, Customer Service Supervisor



MEMORANDUM

Date: April 11, 2018
To: Historic Preservation Commission
From: Paul Hornbeck, Senior Planner
Re: Staff Communications
Item #: D.3

2018 Annual Event

The Commission decided at the January meeting to assist with tours of the historic buildings in Boardwalk Park on the following dates:

- June 7 – All Town Barbeque
- July 19 – Taste of Windsor
- September 1 – Harvest Festival

Other discussion items on the tours were as follows:

- Times for tours are 5-7 pm
- All buildings (depot, school house, farm house, summer kitchen, beet shack and prayer house) will be open at the time of tours
- Tours will be about 30 minutes long
- Commission members will assist staff with tours
- Tour information and training handouts are available from Museum Staff
- Tours will be advertised through social media with the help of Communications Staff
- Temporary signage will be needed and needs to be researched/purchased

Any final details for the tours can be discussed at this meeting.

Removal of Mill from State & National Register

The Town received notification that the Windsor Mill was removed from the National Register of Historic Places and the Colorado State Register of Historic Properties as expected. The removal was approved March 12, 2018 as a result of the damage suffered from the fire in August 2017. However, the property owner confirmed last week that they are currently processing construction documents and will be making a formal submittal in the near future.

Historic Churches Walking Tour

The Town's GIS Coordinator, GIS volunteer, and Planning staff have collaborated to create digital walking tour of the historic churches of Windsor, similar to the downtown historic walking tour. Both tours can now be accessed at: <http://gis.windsorgov.com/HistoricTours>.