



## HISTORIC PRESERVATION COMMISSION REGULAR MEETING

November 6, 2018 // 5:45 p.m. // First Floor Conference Room  
301 Walnut Street, Windsor, CO 80550

### 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 July 11, 2018

#### C. BOARD ACTION

#### D. COMMUNICATIONS

1. Communications to/from the Windsor Severance Historic Society
2. Communications from the Historic Preservation Commission
3. Communications from Town Board liaison
4. 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

Monday December 3, 2018

CSU Residential Survey Report  
Time & Location TBD

2019 Meeting Dates

TBD

*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.*

\*\* 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

July 11, 2018, 5:45 P.M.  
1<sup>st</sup> Floor Conference Room

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### MINUTES

#### A. CALL TO ORDER

Jean Zuckweiler called the meeting to order at 5:50 pm

1. Roll Call

Board members in attendance:

Jean Zuckweiler  
Ruth Brunner  
Alicia Ready  
Autumn Aspen

Absent:

Dr. Larry Lawrence  
Ron Steinbach  
Carrie Ann Lucas

Also in attendance:

Senior Planner

Paul Hornbeck

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 April 11, 2018 minutes.

**Ms. Brunner moved to approve the minutes as presented. Ms. Zuckweiler seconded such motion. All voted in favor. Motion passed.**

#### C. BOARD ACTION

None

#### D. COMMUNICATIONS

1. Communications from the Historic Preservation Commission

Ms. Zuckweiler gave an update on the listing of St Albans. She indicated the last she heard from the Church was that they needed rectory approval of the listing before proceeding. She said new pastor has recently started at the church and asked the Commission if she should reach out again about listing the property. The Commission agreed it would be good to do so.

The Board discussed the tours of Boardwalk Park Scheduled for July 18<sup>th</sup>. The Board agreed on a schedule of 6 PM to 8 PM. It was mentioned the Depot Museum closes at 7 PM. Mr. Hornbeck said he would look into coordinating Museum Staff to ensure tours could be given until 8 PM.

2. Communications from Town Board liaison  
None.

3. Communications from the staff

Staff and the Commission reviewed 2018-2019 work plan in order to clarify the intent behind some of the items. Mr. Hornbeck mentioned the he is trying to coordinate a joint meeting with the Windsor Severance Historical Society. Mr. Hornbeck also updated the staff on educational opportunities in 2019.

**E. ADJOURN**

Upon a motion duly made, the meeting was adjourned at 6:55 p.m.



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Paul Hornbeck, Senior Planner



## MEMORANDUM

**Date:** November 6, 2018  
**To:** Historic Preservation Commission  
**From:** Paul Hornbeck, Senior Planner  
**Re:** Staff Communications  
**Item #:** D.3

### **2019 Meeting Dates**

In 2019 we will again plan on meeting once a quarter. We can discuss which dates work best for everyone.

### **2019 Annual Event**

The 2018 annual event of helping with tours at Boardwalk Park seemed to be a great success. We should begin brainstorming ideas for an event in 2019.

### **2019 Educational Opportunities**

The annual Saving Places Conference will take place February 4-7, 2019. A national preservation conference, The Past Forward Conference, is being held in Denver this from October 7-12, 2019. We should be able to send all members who are interested to at least a portion of one of the two conferences. Staff will email HPC members closer to the February Saving Places Conference to confirm interest in that event and complete registrations.