



HISTORIC PRESERVATION COMMISSION REGULAR MEETING

August 14, 2019 // 5:45 p.m. // Second 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 April 24, 2019

C. BOARD ACTION

1. Appointment of Autumn Aspen and Alicia Ready as full members from alternates.

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

Wednesday, August 14, 2019

5:45 P.M.

Regular HPC Meeting**

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.

Wednesday, October 9, 2019

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

April 24 2019, 5:45 P.M.
1st Floor Conference Room

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 Monday prior to the meeting to make arrangements.

MINUTES

A. CALL TO ORDER

Ms. Zuckweiler called the meeting to order at 6:03 pm

1. Roll Call

Board members in attendance:

Jean Zuckweiler
Ruth Brunner
Autumn Aspen
Ron Steinbach

Absent:

Alicia Ready

Also in attendance:

Paul Hornbeck, Senior Planner
Myles Baker, Town Board Liaison
Laura Browarny, Culture Supervisor
Eric Lucas, Director of Parks, Recreation, and Culture

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 January 9, 2019 minutes.

Ms. Brunner moved to approve the minutes as presented. Mr. Steinbach seconded such motion. Motion passed.

C. BOARD ACTION

1. Election of officers for 2019.

Ms. Brunner nominated Ms. Zuckweiler to be Chair and Mr. Steinbach to be Vice Chair. Mr. Steinbach seconded such motion. Motion passed.

2. Mr. Steinbach moved to make a proclamation in appreciation of the contributions of HPC member Carrie Ann Lucas. Ms. Brunner seconded the motion. Motion passed.

D. COMMUNICATIONS

1. Communications from the Historic Preservation Commission
Ms. Zuckweiler and Ms. Brunner shared highlights of the Saving Places conference.

2. Communications from Town Board liaison
Mr. Baker provided an update Town Board activities.

3. Communications from staff
Mr. Hornbeck explained that Planning staff looked into funding opportunities for signage and found that the Poudre Heritage Alliance offers grants but requires matching funding so it's not a viable option at this time. History Colorado also offers grants but the application deadline is in January so it has passed for the year the proposed signage would not qualify. Therefore, once HPC has a more complete proposal, the commission might consider submitting a request for funding for Town Board consideration.

Mr. Hornbeck introduced Laura Browarny, Culture Supervisor, to discuss the Windsor Lake interpretative signage. She explained the best practices for interpretative signage, saying signs should avoid duplicating information displayed in the museum. She said signs should help people interpret directly they are looking at and related directly to the place. There was discussion about what things are not included in the museum, such as the fact the lake is still a working lake, also known as the Kern Reservoir. The number two ditch feeds the lake and irrigates 40,000 acres of farmland. There was discussion of the old ice house. In 1890 3,000 tons of ice were shipped out on 20 train cars per day. There's currently no information about the river in the museum. It was mentioned the Eaton House Master Plan includes interpretative signage about ditches. Newspapers.com mentioned as a good source for information.

The Town Board held a work session in March to look at the role of advisory boards like HPC and if there are any opportunities for efficiencies by combining boards. As a Certified Local Government with corresponding state requirements, it was determined HPC is not a board that could be combined or modified. However, Town Board would like HPC to partner more with the Windsor Severance Historical Society since the two groups have some overlapping interests. One idea that was discussed was requiring joint membership where some HPC members would be required to also be Historical Society members. The State Preservation Planner was not familiar with any jurisdictions that require joint membership and suggested a less formal arrangement. Staff welcomes any suggestions from HPC but will likely recommend to Town Board to have a less formal relationship with one HPC member serving as a liaison to attend Historical Society meetings. Ms. Browarny mentioned she attends Historical Society meetings and it was agreed she could provide updates to HPC and vice versa.

The 2019 educational events were discussed. Dates for tours of the buildings in Boardwalk Park are June 6; June 27; July 18; and August 31. Mr. Hornbeck will resend the informational handout on the park buildings and a sign up sheet.

E. ADJOURN

Upon a motion duly made, the meeting was adjourned at 7:13 p.m.



Paul Hornbeck, Senior Planner



MEMORANDUM

Date: August 14, 2019
To: Historic Preservation Commission
From: Paul Hornbeck, Senior Planner
Re: Staff Communications
Item #: D.3

2019 Educational Opportunities

The Past Forward Conference, a national conference on preservation is being held in Denver October 10th through 12th. The program is available here: <https://savingplaces.org/pastforward-2019-program#.XU3GvmhKhPY>

Please let me know if you have an interest in attending and which days.