



HISTORIC PRESERVATION COMMISSION REGULAR MEETING

October 14, 2020 // 5:45 p.m. // See Virtual Meeting Information Below

NOTE: This meeting will be held virtually

Register in advance for this meeting:

https://windsorgov.zoom.us/meeting/register/tJUvde6uqjouE9AU3_eGRCD-TrmFiULUTVr7

After registering, you will receive a confirmation email containing information about joining the webinar.

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 September 9, 2020 Minutes

- C. BOARD ACTION**

- D. COMMUNICATIONS**
 - 1. Communications from the Historic Preservation Commission
 - 2. Communications from Town Board liaison
 - 3. Communications from staff
 - i. Review Outreach Letter to Property Owners
 - ii. Review Certified Local Government Annual Report

- E. ADJOURN**

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.

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, October 14, 2020</u>	5:45 P.M.	Regular HPC Meeting
<u>Wednesday, January 13, 2021</u>	5:45 P.M.	Regular HPC Meeting
<u>Wednesday, April 14, 2021</u>	5:45 P.M.	Regular HPC Meeting

* May 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

September 9, 2020, 5:45 P.M.

Meeting Held Virtually

MINUTES

A. CALL TO ORDER

Ms. Zuckweiler called the meeting to order at 5:50 pm

1. Roll Call

Board members in attendance:

Jean Zuckweiler
Ruth Brunner
Alicia Ready

Absent:

Also in attendance:
Planner

Paul Hornbeck, Senior

Julie Cline, Town Board liaison
Laura Browarny, Culture Supervisor

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

Ms. Brunner moved to approve of the January 8, 2020. Ms. Ready seconded the motion. The motion passed 3-0.

Ms. Ready moved to approve the August 12, 2020 Meetings. Ms. Brunner Seconded. The motion passed 3-0.

C. BOARD ACTION

- 1. Public Hearing – Designation of the Dickey Farmhouse – 33327 WCR 15 – as a Historic Landmark**

Mr. Hornbeck presented the following information:

Ms. Laura Browarny, Culture Supervisor with the Parks, Recreation, and Culture Department, has submitted a nomination on behalf of the Town of Windsor to designate the Dickey Farmhouse as a historic landmark. Located at 33327 Weld County Road 15, the farmhouse was originally built in 1907 by Robert S. Dickey.

Proposed Landmarks must be at least fifty (50) years old and meet one (1) or more of the criteria for architectural, social, or geographical/environmental significance hereinafter described. A landmark could be exempt from the age standard if it is found to be exceptionally important in other significant criteria.

Architectural

- a. Exemplifies specific elements of an architectural style or period.

Staff Comment: The Farmhouse is unique to Windsor in that it combines elements from many of the popular styles of the time. The house incorporates elements from the common German-Russian four-square house seen in Windsor's early days, Victorian design motifs, and elements of ranch/bungalow styles. The house itself is a one and a half stories, given more prominence to the building but adding little usable space.

- b. Demonstrates superior craftsmanship or high artistic value.

Staff Comment: The farmhouse demonstrates superior craftsmanship in its combination of styles outlined above. Newspaper articles from the time describe the building as "fine", "pretty", and "modern", indicating superior craftsmanship. The house includes embellished forms of Victorian motifs, with a gingerbread dormer and ornate front porch.

Social

- a. Exemplifies cultural, political, economic or social heritage of the community.

Staff Comment: The Farmhouse exemplifies Windsor's cultural, economic and social heritage as an agricultural community. The Farmhouse was part of one of the earliest and largest farms in Windsor, known as the Home Farm and was an important gathering place in the community. The farmhouse hosted Chautauqua meetings, held meetings of prominent area businessman, and served as a place for community gatherings and parties.

- b. An association with a notable person or the work of a notable person.

Staff Comment:

Robert S. Dickey was a prominent member of the Windsor Community. He operated one of the early stores in Windsor, the Weller-Cobbs Merchandise Company, served as president of the Farmers State Bank, director of a church choir, was a farmer operating over 400 acres of land, one of the first teachers in Windsor and later became the Superintendent of Schools.

Jacob Henry Jacoby, Sr. immigrated to Windsor in 1910 with his family. He worked for a time at the Great Western Sugar Company mill in Windsor, as did many other Volga Germans, and the Jacoby family was one of the immigrant families that the Dickey family hired to help them farm their land. Germans from Russia, or Volga Germans, originally came from Germany. During the eighteenth century, Catherine the Great and her grandson, Alexander I, invited Germans to settle rich farm lands along Russia's Volga River. Political turmoil in Russia at the end of the nineteenth century motivated thousands of Volga Germans to immigrate to the United States, where they settled on the plains of Kansas, Colorado, and the Dakotas.

Geographic/Environmental

- a. Enhances sense of identity of the community.

Staff Comment: *The Farmhouse enhances sense of identity in the community due to its ties to the early agricultural development of Windsor and the prominent families who resided there.*

The physical integrity of the proposed landmarks will also be evaluated using the following criteria (a property need not meet all of the following criteria):

- a. Shows character, interest or value as part of the development, heritage or cultural characteristics of the community, region, State or nation.

Staff Comment:

The Farmhouse is directly associated with development and heritage of the Windsor community, as outlined in sections above.

- b. Retains original design features, materials and/or character.

Staff Comment: *The structure has retained many original design features and materials. Some original materials have been covered; however, removal of non-contributing materials will reveal the original character of the building.*

- c. Original location or same historic context after having being moved.

Staff Comment: *The Farmhouse is in its original location.*

d. *Has been accurately reconstructed or restored based on documentation.*

Staff Comment: This section is not applicable at present. Work may be needed to restore the structure and will need to be done following the Secretary of Interiors Standards.

2. Recommendation to Town Board - Designation of the Halfway House – 33327 WCR 15 – as a Historic Landmark Communications from Town Board liaison

Ms. Brunner made a motion that Historic Preservation Commission forward to Town Board a recommendation of approval of the Designation of the Dickey Farmhouse as a Local Landmark, based on the finding of fact that the Dickey Farmhouse meets the following criteria for designation:

1. Exemplifies specific elements of an architectural style or period.
2. Demonstrates superior craftsmanship or high artistic value.
3. Exemplifies the cultural, economic and social heritage of the community.
4. Is associated with various notable people.

Ms. Ready seconded the motion. The motion passed unanimously.

3. Public Hearing - Designation of the Halfway Homestead Site – 33327 WCR 15– as a Historic Landmark

Mr. Hornbeck presented the following information:

Ms. Laura Browarny, Culture Supervisor with the Parks, Recreation, and Culture Department, has submitted a nomination on behalf of the Town of Windsor to designate the Halfway Homestead Site as a historic landmark. Located at 33327 Weld County Road 15, the site contains the Halfway House (built 1873) and Dickey Farmhouse (built 1907) farmhouse and has significance for its connection to the Overland Trail. The trail passed very near or may have run directly through the site and the site was used by pioneers traveling across the country, stage coaches carrying US mail stopped at the site, and the area later become part of one of the most prominent farms in the Windsor area.

Proposed Landmarks must be at least fifty (50) years old and meet one (1) or more of the criteria for architectural, social, or geographical/environmental significance hereinafter described. A landmark could be exempt from the age standard if it is found to be exceptionally important in other significant criteria.

Social

- a. Site of historical event that had an effect upon society.

Staff Comment: The site is linked to the Overland Trail and settlement of the west by European-Americans.

- b. Exemplifies cultural, political, economic or social heritage of the community.

*Staff Comment:
The site exemplifies Windsor's cultural, economic and social heritage for its role serving travelers on the Overland Trail and westward expansion and its role as one of the earliest and largest area farms, reflecting Windsor's and agricultural heritage.*

Geographic/Environmental

- a. Enhances sense of identity of the community.

Staff Comment: The homestead enhances sense of identity in the community due to its ties to early pioneers, early agricultural development of Windsor, and the prominent families who resided there.

The physical integrity of the proposed landmarks will also be evaluated using the following criteria (a property need not meet all of the following criteria):

3. Shows character, interest or value as part of the development, heritage or cultural characteristics of the community, region, State or nation.

*Staff Comment:
The site is associated with development and heritage of the Windsor community and western United States as outlined in sections above.*

4. Recommendation to Town Board - Designation of the Halfway House – 33327 WCR 15 – as a Historic Landmark Communications from Town Board liaison

Ms. Ready moved that Historic Preservation Commission forward to Town Board a recommendation of approval of the Designation of the Halfway Homestead as a Local Landmark, based on the finding of fact that the Halfway Homestead meets the following criteria for designation:

1. Site of historical event that had an effect upon society.
2. Enhances sense of identity of the community.
3. Exemplifies the cultural, economic and social heritage of the community.

Ms. Brunner seconded the motion. Motion passed unanimously.

D. COMMUNICATIONS

1. Communications from the Historic Preservation Commission.

None.

2. Communications from Town Board liaison –

Public Services will be having a ribbon cutting for the new facility.

Christmas in Windsor has been cancelled.

Flags installed for Labor Day

3. Communications from staff – Mr. Hornbeck indicated he'd create a sample letter that informs property owners about eligibility for historic landmark designation and the availability of plaques. There was discussion about costs and where to order plaques.

E. ADJOURN

Upon a motion duly made, the meeting was adjourned at 6:32p.m.

Paul Hornbeck

Paul Hornbeck, Senior Planner



MEMORANDUM

Date: October 14, 2020
To: Historic Preservation Commission
From: Paul Hornbeck, Senior Planner
Re: Staff Communications
Item #: D.3

Sample Letter

The HPC has discussed providing plaques to any properties which are designated as historic landmarks. Part of that effort would include outreach to inform property owners their property may be eligible and the benefits associated with designation. A sample outreach letter is attached for discussion purposes.

Fiscal Year 2020 Certified Local Government Report

As a part of being a Certified Local Government (CLG), the Town is required to file an annual report with the State of Colorado. A draft of the report is enclosed for your review and comment.



[Date]

[Address]

RE: [property address]

Dear [Property Owner],

Did you know your property may be eligible to be listed as a Local Historic Landmark? As a landmark some of the benefits include:

- Historic designation acknowledges a property's importance and status within the community.
- Financial incentives, such as grants and state and federal tax credits, may be available to offset rehabilitation costs.
- Historic properties tend to hold their value and appreciate faster than other properties.
- *New*: The Town will provide a historic plaque that can be mounted on the building to help tell the history of the property to the community (subject to availability)

Enclosed is some history on the property may find interesting. If you're interested in learning more about historic landmark designation, including the obligations associated, please refer to [website link] and feel free to contact me directly.

Sincerely,

A handwritten signature in black ink that reads "Paul Hornbeck". The signature is written in a cursive, slightly slanted style.

Paul Hornbeck

Senior Planner

(970) 674-2410

phornbeck@windsorgov.com

copy: Historic Preservation Commission Chair
History of 406 Main Street

Prior to 1905, these lots contained small, wood-frame buildings and a scale associated with John M. Cobbs, a pioneer Windsor entrepreneur. Cobbs began his enterprises here originally selling hay, grain, and coal; the business eventually matured into a general merchandise store, moving across the street to 425 Main Street (5WL.5619). The business was variously known as the Cobbs & Woodward Merchandise Company, Cobbs, Woodward & Company, and Cobbs & Laybourn. The wood-frame buildings later served as the office and print shop of *The Windsor Leader*, the first newspaper in the town, which started operations here on January 7, 1898. The newspaper became *The Poudre Valley* in November 1902. The current three-unit business block was completed around 1904 by Cobbs and originally housed an office (eastern unit), bakery (middle unit), and a jewelry store (western unit.)

John M. Cobbs was born on January 1, 1831, in the eastern part of Virginia. As a young man he settled in Indiana, where he took up farming. But gold fever brought him to Colorado in 1859, and he spent three years in the mines. Then Cobbs purchased a quarter section along the Cache la Poudre River, near present-day Windsor, where he began farming again. But he found his fortune in raising and feeding cattle and soon became one of the most prosperous settlers in western Weld County. As one of the earliest settlers in Windsor, Cobbs played a vital role in the town's founding, petitioning for its incorporation in 1890 and serving as one of the first town trustees. Additionally, Cobbs erected several business blocks throughout the town in addition to his general mercantile and farm implement businesses. Cobbs was a founding director of the Farmers State Bank in Windsor.

John Cobbs had been married three times, his last to Sarah "Josie" Jordan in 1898. Sadly, all of his children died before their father.

By 1910, the businesses located in the Cobbs Building were a tailor shop (eastern unit), harness shop (middle unit) and a restaurant (western unit). By 1921, the harness shop had moved to the western unit while a dry goods and notions store occupied the eastern two units.



Colorado Certified Local Government 2020 Annual Report

Federal Fiscal Year 2020: October 1, 2019 – September 30, 2020

Due Date: November 1, 2020

Please save this file in the original PDF format, DO NOT PRINT AND SCAN.

Submit via email to erica.duvic@state.co.us

Name of County/Municipality:

Name of Commission Board:

Contact Name:

Contact Title:

Contact Phone:

Contact Fax:

Contact Email:

Contact Address:

City:

State: CO

Zip:

Website for your historic preservation program:

Provide a list of all local government staff members with duties assigned to your local preservation program and their job titles. Then, list the percentage of their job duties that are related to historic preservation and check each staff member that meets the [Secretary of the Interior’s Professional Qualifications Standards](#). Please include any consultants contracted to perform designation, design, or tax credit reviews on a regular basis.

Name	Title	Percent	SOI Qualified
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Preservation Planning & Operational Documents

In Federal Fiscal Year 2020, were any of the following newly developed or revised:

- 1) Preservation Ordinance (including Amendments)?
- 2) By-Laws or Administrative Rules?
- 3) Preservation Plan?
- 4) Survey Plan?
- 5) Design Guidelines:
 - a. For the entire county/municipality?
 - b. For a specific district(s)?

Name of district(s):

Commission or Board

- 6) Provide a list of all current Commission/Board Members. Check any Commission/Board Members newly appointed in Federal Fiscal Year 2020 and attach their resumes and/or applications. Also, check all Commission/Board Members that are professionals in preservation-related disciplines and list their profession beside their names.

Name	New Member	Preservation Professional	
			Discipline(s)

- 7) If 40% of the current Commission/Board is not comprised of preservation-related professionals, please describe your efforts to recruit. How does the Commission/Board seek additional expertise in the fields of architecture, architectural history or archaeology when needed?

- 8) Do the members of the Commission/Board represent the general ethnic diversity of the community?

9) List the **SHPO-approved** educational/training sessions attended by Commission/Board Members in Federal Fiscal Year 2020. Please list name of session or conference (list conference, not individual sessions when a conference was attended) and the name(s) of Commission/Board Member that attended.

10) What is your Commission/Board's regular meeting schedule? (i.e. First Thursday of every other month at 6pm)

11) Please list the number of meetings and dates held in Federal Fiscal Year 2020:

Regular Meetings	Special Meetings	Work/Study Sessions
Total Number	Total Number	Total Number
<u>Dates</u>	<u>Dates</u>	<u>Dates</u>

Historic Contexts & Surveys

12) List any **Historic Context Studies** completed in Federal Fiscal Year 2020.

13) List any **Cultural Resource Surveys** completed in Federal Fiscal Year 2020.

14) How many resources were **inventoried** in Federal Fiscal Year 2020?

Inventoried means any buildings, structures, objects, or sites for which the Commission/Board obtained information not previously held. This information may come from newly surveyed properties or properties nominated that had not been surveyed. Inventoried properties can be either eligible or non-eligible for listing.

Designations

15) How many contributing resources (buildings, structures, objects, sites) are **locally designated**? This count includes ALL listings since the Commission/Board was originally formed. For Districts, count all contributing buildings, structures and sites individually.

16) How many contributing resources (buildings, structures, objects, sites) were **locally designated** in Federal Fiscal Year 2020? For Districts, count all contributing buildings, structures and sites individually.

Please list. For Districts, list name with number of contributing resources in parenthesis.

Project Review

17) How many design review applications were considered by the Commission/Board for **designated** resources in Federal Fiscal Year 2020?

- a. Total Reviewed
- b. Review by Full Commission
- c. Review by Design Review Subcommittee Only
- d. Reviewed by Staff Only

- 18) How many design review applications were considered by the Commission/Board for **non-designated** resources in Federal Fiscal Year 2020?
- a. Total Reviewed
 - b. Review by Full Commission
 - c. Review by Design Review Subcommittee Only
 - d. Reviewed by Staff Only
- 19) Did your County/Municipality comment or participate in any **Section 106 Reviews** as a consulting party in Federal Fiscal Year 2020?

If yes, list name of project or property and the Federal Agency initiating the review.

Narrative Questions

- 20) Did your Board/Commission develop, sponsor, or participate in any **public outreach, education, or interpretive events/meetings/tours/materials** in Federal Fiscal Year 2020?

If yes, please describe.

- 21) What CLG accomplishment/achievement/event in Federal Fiscal Year 2020 makes the Commission/Board most proud?

- 22) Describe any problems – operational, political or financial – encountered by the CLG in Federal Fiscal Year 2020.

23) Describe any planned/projected Commission/Board activities for Federal Fiscal Year 2021.

Attachment Checklist

*All documents listed below are **required** for a complete report unless listed as “if applicable” or “if adopted.” Providing a link to an online document, if downloadable, may be substituted for actual attachment of a document when available. Please include all documents as **separate attachments**.*

All meeting minutes for Federal Fiscal Year 2020 (unless previously submitted)

Sample of Public Notice announcing commission/board Meeting

Sample advertisement for new commission/board members

List of **all** locally designated properties (from inception of local listing)

Resumes or applications for commission/board members appointed in FY20 (if applicable)

Current preservation ordinance and amendments (if adopted during FY20)

Current by-laws or administrative rules for the commission/board (if adopted during FY20)

Current Preservation Plan or preservation chapter in Comprehensive Plan (if adopted during FY20)

Current Survey Plan (if adopted during FY20)

Historic Context Surveys completed in Federal Fiscal Year 2020 or date submitted to SHPO (if applicable)

Historic Resource Surveys completed in Federal Fiscal Year 2020 or date submitted to SHPO (if applicable)

Please provide links to any online documents or dates when Contexts or Surveys were submitted to SHPO: