



HISTORIC PRESERVATION COMMISSION REGULAR MEETING

October 13, 2021 // 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 August 11, 2021 minutes

C. BOARD ACTION

1. None

D. DISCUSSION ITEMS

1. Grant Committee
2. Run Windsor – Digital Tour
3. CLG Annual Report
4. Outreach Committee
5. Website - Designated Properties
6. Old Cemetery Outreach
7. 2022 Budget

E. COMMUNICATIONS

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

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.

3. Communications from staff

F. 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, October 13, 2021</u>	5:45 P.M.	Regular HPC Meeting
<u>Wednesday, November 10, 2021</u>	5:45 P.M.	Regular HPC Meeting
<u>Wednesday, December 8, 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.



HISTORIC PRESERVATION COMMISSION REGULAR MEETING

August 11, 2021

Second Floor Conference Room
301 Walnut Street, Windsor, CO 80550

MINUTES

A. CALL TO ORDER

Ms. Zuckweiler called the meeting to order at 5:45 pm

1. Roll Call

Board members in attendance:

Jean Zuckweiler
Ruth Brunner
ToniRae Andres
Melanie Starck

Absent:

Cheryl Snigg Cordova

Also in attendance:

Paul Hornbeck, Senior Planner
Caitlin Heusser, Museum Curator

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

None.

C. BOARD ACTION

1. Public Hearing– Designation of 423 Main Street as an Historic Landmark – Paul Sacco, Applicant

Upon a motion and second duly made, the public hearing was opened. Mr. Hornbeck presented the staff report as follows:

Background / Discussion

Mr. Paul Sacco, owner of 423 Main Street, has submitted a nomination to designate the property as an historic landmark. The building was built in 1898 by John T. Perkins and originally operated as the J.T. Perkins General Merchandise Company. The building was home to a number of different businesses over the years, including a drug store, a post office, and a grocery store.

Criteria for Designation:

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 outlined in the municipal code. This proposal has both architectural and social significance, as outlined below. The municipal code requirements for landmark designation are as follows:

Architectural

- a. *Exemplifies specific elements of an architectural style or period.*
- b. *Example of the work of an architect or builder who is recognized for expertise nationally statewide, regionally or locally.*
- c. *Demonstrates superior craftsmanship or high artistic value.*
- d. *Represents an innovation in construction, materials or design.*
- e. *Pattern or grouping of elements representing at least one (1) of the above criteria.*
- f. *Significant historic remodel.*

The building is architecturally significant as a good example of early 20th century commercial architecture. While most of Windsor's downtown buildings received the German Old-World Motif façade treatment in the 1970s, this building was not altered at the time. In fact, it is one of the Town's best examples of an intact early 20th century commercial building. The only alteration of significance to the original building is a addition to the rear of the building, not visible from Main Street. The character defining elements of this type of building which remain intact are exposed masonry construction, recessed entrance, plate glass show windows with transoms, and a corbelled entrance.

Social

- a. *Site of historical event that had an effect upon society.*
- b. *Exemplifies cultural, political, economic or social heritage of the community.*
- c. *An association with a notable person or the work of a notable person.*

The building is also historically significant for its association with the economic development of Windsor, in particular the downtown commercial district. As mentioned earlier, the store was home to a variety of early business essential to life in the early days of Windsor, such as a general merchandise store, drug store, and post office.

Geographic/Environmental

- a. *Enhances sense of identity of the community.*
- b. *An established and familiar natural setting or visual feature of the community.*

There is no geographic/environmental significance associated with the property.

The physical integrity of proposed landmarks also must 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.*
- b. *Retains original design features, materials and/or character.*
- c. *Original location or same historic context after having being moved.*
- d. *Has been accurately reconstructed or restored based on documentation.*

As documented on the enclosed Architectural Inventory Form, the property exhibits a moderately high level of physical integrity relative to the seven aspects of integrity as defined by the National Park Service: location, setting, design, materials, workmanship, feeling, and association.

Mr. Sacco highlighted some important aspects of the buildings, including the fact that it was one of the few buildings in Windsor that did not received the German Old-World Motif and thus the original building architecture was preserved. The building's only alteration has been a rear addition.

Upon a motion and second duly made, the public hearing was closed.

2. Recommendation to Town Board – Designation of 423 Main Street as an Historic Landmark – Paul Sacco, Applicant.

Upon a motion and second duly made, the Commission voted 4-0 in favor of forwarding to Town Board a recommendation of approval of the Designation of 423 Main Street as a Local Landmark based on the finding of fact that it meets the following criteria for designation:

1. Exemplifies specific elements of an architectural style or period.
2. Exemplifies cultural, political, economic or social heritage of the community.

D. DISCUSSION

1. HPC Mission

Mr. Hornbeck presented the staff report as follows:

Background / Discussion

At the last meeting there was discussion about what is the mission of the HPC. What follows are a number of resources that can be used to understand the role of the HPC and help guide discussion. The HPC webpage includes the following statement that is a good starting point for understanding the HPC's mission:

The Historic Preservation Commission acts to preserve the historic character of the town by reviewing landmark designation applications, advising owners of historic properties on the physical and financial aspects of preservation, maintaining a list of historically significant properties in Windsor, and reviewing applications for alteration, demolition, or moving of designated properties. Additionally, the commission will actively promote historic preservation through public education programs and will pursue financial assistance for preservation related programs through grants and other means.

HPC operates as Certified Local Government under the guidance of the State of Colorado. A great resource for understanding all aspects of a Certified Local Government was produced by History Colorado and the Colorado Department of Local Affairs and can be viewed here:

https://www.historycolorado.org/sites/default/files/media/documents/2019/understanding_clg_1.26.18.pdf

The HPC operates under bylaws that have been adopted by the Commission. The bylaws can be updated or modified as the Commission sees fit. A copy of the bylaws are found here:

<https://windsorgov.com/DocumentCenter/View/10629/Historic-Preservation-PDF?bidId>

The Municipal Code establishes the HPC and provides criteria for how the commission shall operate and make decisions. The code regarding HPC begins on page 163 in the following document:

<https://www.windsorgov.com/DocumentCenter/View/23845/Final-Draft>

Mr. Hornbeck also reviewed the HPC webpage. It was agreed a link to the video The Struggle for Windsor's Identity should be added. The HPC thought the existing statement on the role of the HPC on the webpage accurately reflected what they do.

E. DISCUSSION

Ms. Browarny provided an update on activities at the Halfway Homestead.

It was agreed a work session will be held in-lieu of the regular meeting on September 8th in order to discuss designs of HPC plaques.

F. ADJOURN

Upon a motion duly made, the meeting was adjourned at 7:10 p.m.



Paul Hornbeck, Senior Planner