



Historic Preservation Board

Donna Walker, Chairperson

Beth Block-Vice-Chairperson  
Marlene Stieber

Al Mowrer  
Kathy Kvasnicka

**Historic Preservation Board Agenda  
Regular Meeting  
March 1, 2018  
6:15 P.M.**

*(Order & Contents Subject to Change by Action of the Historic Board)*

**Call to Order – Roll Call**

**Approval of Agenda**

**Consent Agenda** – Consent Agenda items are considered to be routine and will be enacted by one motion and vote. There will be no separate discussion of Consent Agenda items unless a member so requests, in which case the item may be removed from the Consent Agenda and considered at the end of Discussion Items.

- a. Approval of the Minutes of January 4, 2018.

**Public and Visitor Input** – This portion of the Agenda is provided to allow members of the audience to present comments to the Board. The Board may not respond to your comments this evening, rather they may take your comments and suggestions under advisement or your question may be directed to the appropriate staff member for follow-up.

**Action Items**

- a. Election of Chairperson and Vice-Chairperson

**Discussion Items**

- b. First United Methodist Church
- c. School District Minutes for the Middle School Murals Update
- d. SWCA Residential Survey Update
- e. FLURA Façade Grant Update & Project
- f. Saving Places Conference Recap

**Future Business**

- a. Next Board Meeting April 5, 2018

**Adjourn**

**RECORD OF PROCEEDINGS**  
**FORT LUPTON HISTORIC PRESERVATION BOARD**  
**January 4, 2018**

The Historic Preservation Board of the City of Fort Lupton met at the City Complex, 130 South McKinley Avenue on Thursday, January 4, 2018. Chairperson Beth Block called the meeting to order at 6:15 p.m.

**ROLL CALL**

Those present were Marlene Stieber, Kathy Kvasnicka, Beth Block and Al Mowrer. Also present was the City Planner Alyssa Knutson, and Planning Technicians Justin Christensen, and Stephanie Darnell.

**APPROVAL OF THE AGENDA**

Ms. Block requested an approval of the updated agenda with an item under “Action Items” provided by Ms. Knutson. Mr. Mowrer made a motion to approve the Agenda, and Ms. Kvasnicka seconded the motion.

**APPROVAL OF THE MINUTES**

Ms. Block requested a motion to approve the minutes of the December 7, 2017 Historic Preservation Board meeting. Ms. Stieber approved the motion, and Ms. Kvasnicka seconded the motion.

**PUBLIC AND VISITOR INPUT**

There was public present, but did not wish to address the Board.

**ACTION ITEM**

Ms. Knutson introduced action item HAM2018-001 Approving Resolution H2018-01 Accepting an Application for Historic Designation of the First United Methodist Church of Fort Lupton and Setting the Designation Hearing. Evelyn Viken who is a Fort Lupton resident, a member of the First United Methodist Church, and on the Board of Trustees for the Methodist Church addressed the Board. Also in attendance to address the action item was Deb DeMill, who is also on the Board of Trustees.

Ms. Viken referenced reading a newspaper article from December 20, 2017 that the City had been approached to begin the historic designation process for the Church. Paperwork was filed with the Historic Preservation Board, and the applicants were Sue Hubert and Terri Kopfman, who is the Board of Trustees Chairman. After review by the Methodist Church hierarchy and the Book of Discipline, Ms. Viken stated that the local Church cannot approach the Historic Preservation Board to ask for the designation, rather, it needs to be obtained at a conference based in Denver.

Ms. Knutson stated that she also had a signature from Neena [Hagans], who is a member of the Church, to move forward with the process.

**RECORD OF PROCEEDINGS**  
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**January 4, 2018**

Ms. Viken stated that the Church Chancellor, who is the Church lawyer, had stated that the Church is not allowed to apply for historic designation, or the landmark designation, because that would mean that the property owners would be the Methodist Church which is incorrect; the local members are not the only owners, it's the whole Methodist Church that owns it. Ms. Viken then asked, taking this information into consideration, what does the Church need to do to make the preservation happen.

Ms. Knutson stated that if a signature is obtained from someone who represents the Church, then that is acceptable to move forward in the process, however, it was Ms. Knutson's understanding that the Board of Trustees had already decided on this matter. Ms. Knutson also stated that this is the Church's second application within a five year period for Historic Preservation, which means that the Church cannot request designation within a certain time period if the application is withdrawn.

Mr. Mowrer asked if Ms. Viken had spoken to the highest person in Denver.

Ms. Viken stated that she has not spoken to highest person yet, but will meet with the Board of Trustees, and discuss if they're going to pursue or not pursue designation.

Ms. Knutson stated that the designation hearing was set for March 1st, but the item may need to be tabled to a later date.

Ms. DeMill stated that the Chancellor stated that the Church is not allowed to pursue designation, but that the Church's District Superintendent also stated that the Church is not to pursue the designation. Ms. DeMill also stated that if the Church was to pursue the historical designation, the Historic Preservation Board needs to send a letter to the District Superintendent requesting that the Church be listed as a historic site, and then the District Superintendent will handle the request. The local Church cannot handle this matter.

Ms. Stieber stated that she was under the impression that everything was in order after discussing with Sue [Hubert].

Ms. DeMill stated that the Board of Trustees have not voted on the designation.

Ms. Viken stated that there has to be a Congregational Awakening Informational Gathering so the congregation is familiar with this as well.

Ms. Knutson stated that she had requested signatures from Terry [Kopfman] from all the Board of Trustees members, and recommended the hearing be tabled until more information is available.

Ms. Block requested a motion to table the action item until more information is available from the Church, with a contingency to have an emergency meeting in February should the information become available sooner. Ms. Stieber approved the motion, and Mr. Mowrer seconded the motion.

**RECORD OF PROCEEDINGS**  
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**January 4, 2018**

**DISCUSSION ITEMS**

**School District Minutes for the Middle School Murals Update**

Ms. Stieber reported that the murals have not gotten to the museum yet, as the schools are adjourned until next Tuesday for Winter Break.

**SWCA Residential Survey Update**

Ms. Knutson stated that all required deliverables are complete, and that she had received a draft of the survey forms, which is deliverable number six. The deliverable was approved by History Colorado, and the project is on schedule.

**FLURA Façade Grant Update & Projects**

Ms. Knutson stated that the new grant cycle opens on January 10<sup>th</sup> and closes on April 2<sup>nd</sup> for new applications. There was an increase in the budget from \$40,000 to \$50,000 due to more interest in the program.

Ms. Stieber mentioned that a deadline for projects to be complete should be included if money was awarded.

Ms. Block and Ms. Knutson stated that details for project deadlines should be resolved for the new grant cycle based on the first year.

**Saving Places Conference & February Board Meeting**

Ms. Knutson stated that herself, Ms. Kvasnicka, and Ms. Block, would be attending the conference. Ms. Knutson also asked if the February meeting should be cancelled and the meeting reconvene in March due to members attending the conference.

Unanimous voice agreement.

**Board Member Vacancy**

Ms. Knutson stated that there was an application that was going to go through the next meeting of City Council. Applicant David Ellis was in attendance to complete final paperwork. Mr. Ellis has lived in the area for 17 years, was on the Utility Committee, Public Safety Committee, and is a Historian for Civil Air Patrol. He takes a special interest in history of World War II, and history of technologies from the mid to late 1800s.

Ms. Knutson made a comment that the Board not apply for a CLG grant this year to finalize the current survey project first for projects that may change in the future. The Board agreed.

**RECORD OF PROCEEDINGS**  
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**FUTURE BUSINESS**

Next meeting of the Board is on March 1, 2018  
Murals for the Museum  
Reports from the conference in February  
First United Methodist Church

**ADJOURNMENT**

Ms. Kvasnicka made a motion to adjourn the January 4, 2018 meeting at 6:31 p.m. and Mr. Mowrer seconded the motion.

Submitted by:

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Alyssa Knutson, Planner

Approved by Historic Preservation Board

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Donna Walker, Chairperson