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## Historic Preservation Board

Donna Walker, Chairperson  
Beth Block-Vice-Chairperson  
Kathy Kvasnicka

Al Mowrer  
Penny Rankin  
Marlene Stieber

### **Historic Preservation Board Agenda Regular Meeting June 7, 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 the May 3, 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**

- b. HAM 2018-002 Approve a Request for Report of Acceptability for St. Andrews Church (204 Park Avenue) and Vicarage (617 Second Street)

#### **Discussion Items**

- c. Discussion on Residential Tax Credits
- d. School District Minutes for the Middle School Murals Update
- e. SWCA Residential Survey Update
- f. Northglenn Historic Preservation Commission Meeting
- g. Julesburg Field Trip
- h. Scavenger Hunt
- i. Cemetery Walk

#### **Future Business**

- j. Next Board Meeting July 5, 2018

#### **Adjourn**

**RECORD OF PROCEEDINGS**  
**FORT LUPTON HISTORIC PRESERVATION BOARD**  
**May 3, 2018**

The Historic Preservation Board of the City of Fort Lupton met at the City Complex, 130 South McKinley Avenue on Thursday, May 3, 2018. Chairperson Donna Walker called the meeting to order at 6:15 p.m.

**ROLL CALL**

Those present were Marlene Stieber, Kathy Kvasnicka, Al Mowrer, and Penny Rankin. Also present was the City Planner Alyssa Knutson, and Planning Technician Stephanie Darnell.

**APPROVAL OF THE AGENDA**

City Planner Alyssa Knutson recommended a change to the agenda to remove the scavenger hunt as Ms. Block was not in attendance, and to replace it with an update from Mark Rodman's CLG audit visit.

Ms. Walker requested an approval of the agenda, with amendments. Mr. Mowrer made a motion to approve the Agenda, with amendments, and Ms. Kvasnicka seconded the motion.

**APPROVAL OF THE MINUTES**

Ms. Walker requested a motion to approve the minutes of the April 5, 2018 Historic Preservation Board meeting. Ms. Kvasnicka approved the motion, and Ms. Stieber seconded the motion.

**PUBLIC AND VISITOR INPUT**

Pamela Miller-Chavez introduced herself to the Board. She is purchasing the St. Andrews Church at 202 Park Avenue, and wanted to observe and learn about the Historic Preservation Board and its process since the Church is historically designated. Her future plan for the Church is to convert it into a residence.

**ACTION ITEM**

There were no action items.

**DISCUSSION ITEMS**

**Discussion on Residential Tax Credits**

Ms. Knutson discussed with the Board that Certified Local Government's (CLG) are able to review applications for a designated residence seeking tax credits if the CLG opts-in to being a reviewing entity. She went on to explain that the Board is a taxing review entity, and explained the process of reviewing entities for tax credits. She recommended that the Board not participate as a taxing review entity.

**RECORD OF PROCEEDINGS**  
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Mr. Mowrer asked what type of credits would be given.

Ms. Knutson stated that it would be a deduction on the income tax return. She stated that she will touch base with Mark Rodman about the process and will provide further information to the Board at a later date.

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

Ms. Stieber reported that the Middle School minutes have still not arrived to the Fort Lupton City Museum for review.

Ms. Knutson stated that she will also put feelers out to see if she can get an update on the Minutes. She went on to state that the library is going to renovate, and reached out to contacts to make sure the murals were going to be protected properly during construction.

**SWCA Residential Survey Update**

Ms. Knutson stated that phase three (3) of the residential survey is complete. She stated that the deadline is June 30th.

**FLURA Façade Grant Update & Projects**

Ms. Knutson stated that three applications: Armando's Auto, the Fort Lupton Barber, and A Natural Way were approved. She provided a brief explanation of each project and that there were funds still available if another round was opened up later in the year.

**Northglenn Historic Preservation Commission Meeting & Other Field Trips**

Ms. Knutson stated that the first Wednesday at 6:00 p.m. is when the Northglenn Historic Preservation Commission meets.

Ms. Kvasnicka stated that she spoke with Alan Sielaff, the Historic Preservation liaison for Northglenn, and that more activity would be occurring in August.

Ms. Knutson agreed and stated that Allen informed her that the Denver Area Modernist Architecture group is planning on holding a tour of a few sites in Northglenn during August that may be of interest.

Ms. Kvasnicka stated that they would want the meeting held at Stonehocker Farm.

Ms. Knutson asked the Board if they would like to attend the Northglenn Historic meeting in lieu of the regularly scheduled meeting in August.

**RECORD OF PROCEEDINGS**  
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There was a general consensus to attend the Northglenn Historic meeting in lieu of the regularly scheduled meeting.

Ms. Knutson stated that Ms. Block had mentioned taking a field trip to the theater in Julesburg. She asked the Board when they would like to go.

The Board and Ms. Knutson discussed distance, and time spent traveling. The general consensus was to go on a weekend and possibly spend the night. Ms. Knutson stated she will follow up.

**Mark Rodman Visit & CLG Audit Follow Up**

Ms. Knutson stated that she received the report for Mark Rodman in regards to the CLG audit. She went on to state that the report was good and the Board is meeting all the requirements of the CLG program. Areas to focus on were generating ideas of how potential preservation tools could be shared with the public, and to take advantage of all training opportunities provided by History Colorado and the National Alliance of Preservation Commissions.

Ms. Stieber stated that at the Historic Preservation Happy Hour held at the Ottesen Mill, there was not a lot of interest in historic designation.

Ms. Knutson agreed and provided a brief synopsis of the Historic Preservation Happy Hour meeting that Mark Rodman attended to discuss historic designation with owners of property found to be eligible for designation and other interested community members.

Discussion took place among Ms. Knutson and the Board in regards to an easier process of how to better explain the Historic Preservation process and other projects that may be coming to Fort Lupton.

**FUTURE BUSINESS**

Next meeting June 7, 2018

Tax Credit Education

Mural Update

Field Trip

SWCA

Scavenger Hunt

Discussion about historic pictures, and social media marketing strategies for the Historic Preservation Board took place.

**ADJOURNMENT**

Mr. Mowrer made a motion to adjourn the May 3, 2018 meeting at 7:00 p.m. and Ms. Kvasnicka seconded the motion.

**RECORD OF PROCEEDINGS  
FORT LUPTON HISTORIC PRESERVATION BOARD  
May 3, 2018**

Submitted by:

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Stephanie Darnell, Planning Technician

Approved by Historic Preservation Board

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Donna Walker, Chairperson