



Meeting Minutes - Draft
Historic Preservation Board

Monday, October 7, 2024

4:30 PM

City Administration Building
30 S Nevada Avenue, Suite 102

1. Call to Order and Roll Call

- Present: 6 - Chair Lowenberg, Board Member Musick, Board Member Baumgartner, Board Member Fitzsimmons, Board Member Beerbaum and Board Member Hines
Absent: 1 - Board Member Potter

2. Changes to Agenda/Postponements

3. Communications

William Gray - Senior Planner

Chair Lowenberg said UCCS has an exhibit showing ancient stone tools highlighting one billion years of tools. She encouraged the board members to go visit the exhibit.

4. Approval of the Minutes

Motion by Board Member Beerbaum, seconded by Board Member Hines, to approve the minutes for the September 9, 2024 Historic Preservation Board Meeting. The motion passed by a vote of 4-0. Board Member Fitzsimmons was not present for the Minutes vote.

- Aye: 4 - Chair Lowenberg, Board Member Baumgartner, Board Member Beerbaum and Board Member Hines
Absent: 2 - Board Member Fitzsimmons and Board Member Potter
Abstain: 1 - Board Member Musick

4.A. HPB 2294 Minutes for the September 9, 2024, Historic Preservation Board Meeting

Presenter:
Christine Lowenberg, Historic Preservation Board Chair

Attachments: HPB Meeting Mins 9.9.24 final

5. Consent Calendar

5.A. HIST-24-001 A Report of Acceptability for a new north side window and eastern facing door for the primary structure at 1317 North Tejon Street.

Presenter:  
Johnny Malpica, Planner II, Planning and Neighborhood Services  
Department

**Attachments:** [HPB Staff Report 1317 N Tejon St - North Window and Door Project](#)  
[Attachement 1 - Site Plan and Elevations](#)  
[Attachment 2 - Project Statement](#)  
[7.5.528 HISTORIC RESOURCE ALTERATION OR DEMOLITION](#)

**Motion by Board Member Musick, seconded by Board Member Hines, to approve the Report of Acceptability for the 1317 N Tejon St. North-Side Window and East Door Project based on the findings that the review criteria for a Report of Acceptability are met, as set forth in City Code Section 7.5.528. The motion passed by a vote of 5-0. Board Member Fitzsimmons was not present for the Consent vote.**

**Aye:** 5 - Chair Lowenberg, Board Member Musick, Board Member Baumgartner, Board Member Beerbaum and Board Member Hines

**Absent:** 2 - Board Member Fitzsimmons and Board Member Potter

## **6. Items Called Off Consent Calendar**

## **7. Unfinished Business**

## **8. New Business**

## **9. Presentations**

9.A. Historic Resource Survey Plan - Discussion - Ron Sladek

Ron Sladek with Tatanka Historical Associates gave an update on the Historic Resources Survey Plan. He visited areas around the city and drafted a map to determine where historic buildings are located and ones that need to be identified. Board members gave a variety of suggestions of areas that should be considered. Mr. Sladek asked the board members to review the survey and provide input.

9.B. HPB 2025 Work Program - Discussion - William Gray

William Gray, Senior Planner, William Gray said City Council is asking the HPB to complete an annual report and create a workplan to support the HPB and mandate. Mr. Gray said the Preservation Plan for HistoricCOS was sent to the board members with action items to make HPB more prominent. Mr. Gray has asked the board members to look through it to see if there are items that can be accomplished in 2025. Chair Lowenberg

said she did not have enough time to look through the information. Mr. Gray asked the members to give him feedback within the next ten days. Board member Musick asked if the graph indicated that some of the items have been done in previous years. He said no.

Another idea is public outreach and education, and he would like to improve the website as a better resource for the community. He would also like to focus on workshops to include working with the Historic Preservation Alliance and the museum. He would like to coordinate with other boards and commissions and develop policies and procedures with other city entities. Mr. Gray suggested identifying resources and managing them. He suggested a review and update to the Historic Preservation Ordinance. He asked members if they would like to have a Minor Works Committee for smaller projects. The last idea was to have educational outreach for the public. He asked the board members to give responses over the next ten days.

Chair Lowenberg asked what the board could do to quantify the board. Board member Musick asked if it is doable to work with collaborating with other historic board and schools. Board member Beerbaum asked if the 2025 Plan is being requested by the Mayor or City Council. Mr. Gray said City Council. She also asked if the board would collaborate with the Mayor's office. He said they are a part of the City. Ms. Beerbaum asked how the board finds out if it is a part of the bigger picture, meaning administration. Mr. Gray said he could send a link to the strategic plan website to find the goals of the City.

Ryan Tefertiller, Urban Planning Manager, said that several ideas were suggested, but not all of them are to be tackled. Board member Fitzsimmons asked if there is an item that is most important. Mr. Gray suggested the website. Chair Lowenberg asked if there are city resources that could be used to help with that. Mr. Gray said the web team could help. Chair Lowenberg asked the board members to take time to look at the items and find out which items are a priority.

#### 9.C. Cache Le Poudre 5H Mesa Rd Bridge Rehabilitation Project - Scott Vinton

Scott Vinton, Senior Project Manager, City Engineering presented the plan to rehabilitate the Cache Le Poudre Bridge. He spoke about the pavement conditions and the unique art deco designs. Construction will take about a

year and the bridge will not be in use during that time. Board members asked the potential cost. Mr. Vinton said they estimate about three million dollars.

**10. Adjourn**