



## Meeting Minutes - Draft Historic Preservation Board

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Monday, March 3, 2025

4:30 PM City Administration Building, 30 S. Nevada Ave., Suite 701

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### 1. Call to Order and Roll Call

**Present:** 6 - Board Member Musick, Board Member Baumgartner, Board Member Fitzsimmons, Board Member Potter, Board Member Beerbaum and Board Member Hines

**Absent:** 1 - Chair Lowenberg

### 2. Changes to Agenda/Postponements

### 3. Communications

#### **William Gray - Senior Planner**

William Gray, Senior Planner said the link to the February meeting minutes was not on the agenda and asked the Board to postpone the approval of the February Minutes to the next HPB meeting. Board member Musick moved to move the February meeting Minutes to the next HPB meeting, Board member Beerbaum seconded. Motion passed unanimously.

#### **Board Communications**

Board member Beerbaum said the Johnny's Navajo Hogan building is being sold and asked Mr. Gray if there is a mechanism in at the Building Department when a historic building is being renovated if they are alerted. Mr. Gray said he spoke to the new owner of the property and their goal to get the building back up and running. They are doing interior work to address the problems in the building. Mr. Gray said he would stay in contact with the architect. He said if the work complies with the Department of Interior Standards, they would qualify for the tax credit program. Mr. Gray said their mechanism is the Historic Preservation overlay. Board member Musick asked if they can initiate overlays. Mr. Gray suggested they contact the owner, and he will ask if the owner would like to meet the Board.

Board member Beerbaum said the doorway approved on Uintah is complete and would like to send a thank you letter to the owners. Mr. Gray

said they could make that happen.

**4. Approval of the Minutes**

Minutes for the February 3, 2025 Historic Preservation Board Meeting

Presenter:

Christine Lowenberg, Historic Preservation Board Chair

**Motion by Board Member Musick, seconded by Board Member Beerbaum, that this be postpone to a date certain . Motion to move the approval of the February 3, 2025 meeting minutes to the next Historic Preservation Board Meeting. The motion passed by a vote of 5-0.**

**Board member Fitzsimmons arrived after the vote.**

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

**Absent:** 2 - Chair Lowenberg and Board Member Fitzsimmons

**5. Consent Calendar**

**Motion by Board Member Hines, seconded by Board Member Musick, to approve the Consent Calendar The motion passed by a vote of 6-0.**

**Aye:** 6 - Board Member Musick, Board Member Baumgartner, Board Member Fitzsimmons, Board Member Potter, Board Member Beerbaum and Board Member Hines

**Absent:** 1 - Chair Lowenberg

**1715 Wood Accessibility Addition**

- 5.A [HIST-25-000](#) A Report of Acceptability to allow an addition to the east elevation to accommodate an elevator lift system and the removal of two (2) patio columns of the south elevation located at 1715 Wood Avenue.

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Presenter:

William Gray, Senior Planner, City Planning Department

**Attachments:** [HPB Staff Report](#) [ROA](#) [1715 Wood Addition](#) [WEG](#)

[Attachment 1-Sanborn Map](#)

[Attachment 2-Vicinity Map](#)

[Attachment 3-Project Statement](#)

[Attachment 4-Architectural Plans](#)

[Attachment 5-Aerial Map](#)

**6. Items Called Off Consent Calendar**

**7. Unfinished Business**

## Parkside Historic District

- 7.A. [ZONE-24-0018](#) A Zone Map Amendment (Rezoning) to designate 4.29 acres as Historic Preservation Overlay District (HP-O) located west of North Cascade Avenue and east of Monument Valley Park between West Dale Street and West St Vrain Street. (Quasi-Judicial)

Presenter:

William Gray, Senior Planner, City Planning

**Attachments:** [Staff Report Parkside Historic District](#)

[Attachment 1-Parkside District Nomination](#)

[Attachment 2-Changes Summary](#)

[Attachment 3-Context Map](#)

[Attachment 4-Public Comment](#)

[Attachment 5-Design Standards](#)

[Attachment 6-Interpretive Guide](#)

[Attachment 7-February HPB Minutes](#)

[Attachment 8-March HPB Minutes](#)

[7.5.704 ZONING MAP AMENDMENT \(REZONING\)](#)

Mr. Gray said this item in a continuation of the item from the February HPB meeting and staff did not adjust the attachments, however the motion was updated to reflect the design standards condition that was discussed.

Tim Scanlon, Historian for the Historic Uptown Neighborhood continued his presentation from last month. Mr. Scanlon discussed terms in depth for Historic documentation and regulatory tools, guidelines and standards provided by the City. Mr. Scanlon said staff seemed to make a recommendation that the review of the design standards should be separated from the review of the Historic architectural significance of a resource as a matter of policy and said this is not a good idea. He said to wait a month before an item is reviewed is not optimum and should not be done as a matter of policy. Mr. Scanlon said this should be proposed to City Council as proposed design standards providing that the overlay zone effort continues and the that the Old North End Neighborhood Interpretative guide be offered as the design guidelines.

### **Board member comments**

Board member Musick asked a question about changing a standard or

interpreting guidelines, however the audio did not pick up her comment. Mr. Gray said the interpretative guide is not based on the architectural style, but rather the guidelines for good preservation.

Cheryl Brown, President of the Historic Uptown Neighborhood Association said for homeowners that look at the interpretative guide that Parkside be put on the front to avoid confusion and be updated to include the proposed neighborhood. Mr. Scanlon said the preservation board could request that.

Board member Beerbaum asked why the item was tabled last meeting. Mr. Gray said the board tabled it. Board member Beerbaum asked if there is a law that states they have to close at 6pm. Mr. Gray said the conditions were written in that manner to adopt new design standards for the Parkside District because the application demonstrated the compliance needed to be designated as a Historic Preservation Overlay. It was to try to help the application to move forward in the process. Mr. Gray said these are standards that can be easily applied. Board member Beerbaum asked if the application was slowed down due to some neighbors were against the overlay. Ms. Brown said there was only one person that did not want to, the others that did not reply were not included in the district overlay.

Ms. Brown asked if they could act on an HPO and were told no, and the neighborhood had to incur the cost of the application and would go forward to Planning Commission. Board member Beerbaum asked how much was incurred from the application. Ms. Brown said it was about \$3600 for the application and the public notice. Board member Beerbaum asked why the Historic Preservation Board was not allowed to initiate the application. Mr. Gray said it would require staff to initiate the process, and Historic Uptown Neighborhood Association did a great job. Staff also felt that they cannot dictate a neighborhood to place a HPO on their property.

Board member Musick asked if the HPB could engage a property to discuss HPO. Mr. Gray said if there were single properties to landmark and approach a property for a discussion that would be appropriate. Ryan Tefertiller, Urban Planning Manager said the code clearly defines who is authorized to submit an application. Most applications are submitted by a property owners and it is rare to have an application submitted by staff. Code does allow board and commissions to submit an application, however it is rare and there would be conversations on staff resources, timing and dialogue of neighbors before the application was finalized.

Board member Musick asked if part of their education is the board allowed to make contact with a property owner. Mr. Tefertiller said yes, and they would be happy to work with the board members on those efforts.

Mr. Scanlon provided a brief history of the process prior to retool.

Ms. Brown said it would have been a big process and cost for the City to take over this process. Ms. Brown said the cost of the process was extensive and asked the City for relief and were denied. Mr. Gray provided examples of other application costs that are comparable. Mr. Tefertiller said City Code does not allow them to waive fees. He said they worked with the applicant on reducing poster costs, but they are not legally allowed to waive fees.

Board member Beerbaum asked if the staff informed the applicant of the fees. Ms. Brown said only the application fees not the posting fees. Board member Beerbaum asked if the process could be better explained for future applications. Mr. Tefertiller said they will try to estimate costs moving forward.

### **Public Comment**

Dianne Bridges, representative of the Historic Neighborhoods Partnership, spoke in support of the application. Ms. Bridges said her organization fully supports the application to establish an HPO. Ms. Bridges said she appreciates the work the applicant has done for this project, and it can be utilized throughout the City. Ms. Bridges said it would be helpful to see this process be more organized.

James Ringy, resident of the area, spoke in support of the project and said the application is good and should move forward.

**Motion by Board member Hines, seconded by Board member Musick to recommend approval to City Planning Commission and City Council the Zone Map Amendment to designate 4.29 acres as Historic Preservation Overlay District (HP-O) located west of North Cascade Avenue between West Dale Street and West Willamette Avenue, based upon the findings that the request complies with the Standards for Designation of Areas for Zoning Overlay as set forth in City Code Section 7.2.608.B and the criteria for a Zone Map Amendment as set forth in City Code Section 7.5.704 with the following condition:**

- 1) The Parkside Historic District Design Standards as proposed in the initial application are approved with changes as follows: (a) the "Old North End Interpretive Guide" is incorporated into the standards by reference or exhibit to

be a supporting document for guidance and results at all levels of historic rehabilitation work in the District; and (b) add a reference to the Design Standards stating, "for additional information on the Secretary of the Interior Standards for Rehabilitation visit the National Park Service's Technical Preservation Services page (to be a hyperlink or web address).

The motion passed by a vote of 6-0.

**Aye:** 6 - Board Member Musick, Board Member Baumgartner, Board Member Fitzsimmons, Board Member Potter, Board Member Beerbaum and Board Member Hines

**Absent:** 1 - Chair Lowenberg

## **8. New Business**

## **9. Presentations**

9.A. Historic Resource Survey Plan - Ron Sladek, Tatanka Historical Associates, Inc.

Ron Sladek, Tatanka Historical Associates provided an update on the Historic Resource Survey. Mr. Sladek provided a draft of the survey and said he is continuing to update the document, and it will be done in a couple of weeks. It will then go to the State grants office for review and feedback. Mr. Sladek asked if the board had any feedback for him.

Board member Hines asked if a specific house in the Broadmoor area had been researched. Mr. Sladek said not yet.

Mr. Sladek said he is not writing a survey and is not looking into specific properties, but property types.

Mr. Gray asked Mr. Sladek if he has a contact for the Discover Denver Model. Mr. Sladek said yes and will provide contact information. Discover Denver has a computer program and offers it for free for anyone that wants to utilize it.

Board member Beerbaum asked the timeline and next steps for the survey plan. Mr. Gray said there will be a full draft in two weeks, and it will be presented to the board, and it will be sent to the State. Mr. Gray said a website will be developed on the City page for public comment. He said it should be finished at the end of May.

Mr. Gray said to send any comments or corrections to him.

**10. Adjourn**