



Historic Preservation Commission Regular Meeting

June 14, 2023 - 5:45 PM
1st Floor Conference Room, 301 Walnut Street, Windsor, CO
80550

MINUTES

A. CALL TO ORDER

1. Roll Call

ToniRae Andres
Ruth Brunner
Kris Jabs
Melanie Starck

Also present:

Kimberly Lambrecht
Ron Steinbach
Caitlin Heusser
Deanna Flanagan

2. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration

Agenda approved unanimously.

3. Public Invited to be Heard

No public in attendance.

B. CONSENT CALENDAR

1. Approval of the May 10, 2023 regular meeting minutes

Please see the attached May 10, 2023 meeting minutes for review and approval. Ms Brunner moved to approve the minutes. Ms. Jabs seconded. All in favor. Approved.

C. BOARD ACTION

1. None

D. DISCUSSION ITEMS

1. Review / discuss Historic Preservation Plan

Ongoing discussion regarding the Historic Preservation Plan, particularly those items pertaining to the Goals and Policies, and Five-Year Action Plan sections of the Plan. Will schedule a joint work session with Town Board when a final draft of the Preservation Plan is ready. Preservation Plan must be approved by the end of the year. Mr Steinbach noted that he doesn't think the Preservation Plan is on the future meetings agenda yet.

Caitlin Heusser said she has comments on the Preservation Plan draft from History Colorado. Ron Sladek of Tatanka arrived at 5:55. Mr. Sladek said he has reviewed all comments that came in from Town staff and HPC members.

Discussed timeline of Comprehensive Plan update. Updated Comp Plan will not be ready in time for the Historic Preservation Plan to reference it. Historic Preservation will have to reference the existing Comp Plan.

(Vanessa Bouchard arrived at 6:00)

Mr. Sladek asked about possible local landmarks relevant to Windsor's Hispanic community. Commission will look into finding names of Windsor residents who might be able to speak to this.

Discussed Municipal Code as it relates to significance categories/standards. Compared to categories that the state of Colorado, Fort Collins, and the National Register of Historic Places use. Windsor may have too long of a list. Discussed whether it can be condensed for clarity.

2. Discussion / update on plans for an August historic preservation celebration with the DDA

In anticipation of an August event as a delayed celebration of Historic Preservation Month, the Commissioners should plan on revisiting a discussion regarding:

- Coordination with the DDA - is the DDA still planning on a 'heritage walk' themed event?
- Date - August 4, 2023?
- Is the Arts & Heritage Center available for an HPC related open house event/activity?
- Serving alcohol: WSHS members and/or HPC members?
- Are there other amenities the Commissioners would like to contribute to the event?
- Use the event as an opportunity to debut an updated/revamped online downtown tour?

Caitlin is working with GIS to compile information and would like assistance from the HPC.

August 4th for Open House. Caitlin has been speaking with Michelle of the DDA. Unsure how much of the DDA will be ready for August 4th. Michelle recommended having the Town do something on its own. Discussed doing something doing the Harvest Fest instead. Discussed ideas for what could be done at the Harvest Fest.

All agreed that moving the event to Harvest Festival is a better idea. Ms. Andres will find out about availability for HPC booth. Ms. Lambrecht will find out about sharing a booth with the Comp Plan if needed. Ms. Heusser will find out about Art & Heritage Center availability.

Made plans to update GIS map of local historic properties. Caitlin will meet with GIS and then update the HPC on how they can help.

3. Future Meetings Calendar

Please see the attached Future Meetings Calendar for review and comment. Tentative work session planned for July 6th at 5:00 to discuss updates for GIS historic properties map. Notice would need to be posted by June 28th.

July meeting will discuss the Harvest Fest event.

E. COMMUNICATIONS

1. Communications from the Historic Preservation Commission

None.

2. Communications from Town Board Liaison

Interviewed for new Town Attorney, extended an offer. Announcement should be coming out soon.

Work session next week then don't meet again until July 10th (CONFIRM).

July 17th 5:30 public joint session with DDA to correct some misinformation that the public is spreading. Will also discuss goals of the DDA.

3. Communications from Staff

Ms Lambrecht- DDA is working on a Main Street master plan

Reminder to respond to emailed agenda letting Kim know if you will be attending the upcoming meeting.

The Town has started working on 2024 budget. Should be budgeting for all the same items, hoping for additional grant money, also hoping to set aside money for outside consultant once again.

Ms. Andres made a motion to adjourn. Ms. Jabs seconded. All in favor.

Meeting adjourned at 7:16

F. ADJOURN



Name, Title