



Historic Preservation Commission Regular Meeting

August 9, 2023 - 5:45 PM
1st Floor Conference Room, 301 Walnut Street, Windsor, CO
80550

MINUTES

A. CALL TO ORDER

1. Roll Call

Present:

Melanie Starck

ToniRae Andres

Kris Jabs

Jean Zuckweiler

Vanessa Bouchard

Also present:

Ron Steinbach, Town Board Liaison

Caitlin Heusser, Museum Curator

Ron Sladek, Preservation Plan Consultant

Kim Lambrecht, Staff Liaison

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. Review and approval of the July 12, 2023 Regular Meeting Minutes

Please see the attached July 12, 2023 meeting minutes for review and approval. Ms.

Zuckweiler moved to approved the minutes. Ms. Andres seconded. Unanimously approved.

C. BOARD ACTION

1. No action items

D. DISCUSSION ITEMS

1. Review and discuss latest DRAFT Historic Preservation Plan

Ron Sladek (Tatanka Historical Associates) has provided a revised DRAFT of the Historic Preservation Plan (see attached). Please review prior to the meeting, and be prepared to discuss any questions and comments. Along with reviewing the Plan in light of the aspirations of the Commission, the Commission will also need to outline a summary of key components to discuss with the Town Board at the joint work session scheduled for

August 28, 2023. In general, the Plan has developed in-line with the goals of the Commission. The Commissioners made several comments regarding typos and grammatical corrections; asked for clarifications on a couple of the recommendations; and made suggestions for revisions to language that might be perceived as too direct. Mr. Sladek will make these adjustments, with the goal of producing the final document after the Town Board / Historic Preservation Commission joint work session.

Due to time constraints, development of the presentation for the joint work session was not able to be completed, so the HPC elected to schedule a work session to complete that effort. Work Session has been scheduled for August 21, 2023 at 5:30 pm, at Town Hall.

2. Review and discuss Walking Tour

Caitlin Heusser (Museum Curator) will be presenting the final DRAFT of the updated Walking Tour to the Commission, for review and comment. Ms. Heusser noted that the updated Walking Tour has been posted to the Town Website, on the Historic Preservation web page.

3. Review Future Meetings Agenda

Please see the attached Future Meetings Calendar for review and comment. Future meetings agenda was acknowledged.

E. COMMUNICATIONS

1. Communications from the Historic Preservation Commission

No communications.

2. Communications from Town Board Liaison

Mr. Steibach mentioned that the Town has hired a new Town Attorney - Mr. Dan Money. He also noted that, due to tremendous population growth in a couple of the Town's voting districts, the Town Board will be working with the Town Clerk's office on a redistricting effort to bring the voting districts in alignment with the State requirements.

3. Communications from Staff

Ms. Lambrecht mentioned that the Downtown Development Authority has hired a consultant for their Main Street Master Plan, and that Planning Staff will be involved in the process and will work to coordinate planning efforts between the DDA and the HPC. Ms. Lambrecht also noted that the groundbreaking for the new Police Department will be held on Friday August 11, 2023.

F. ADJOURN

MS. ANDRE MADE A MOTION TO ADJOURN AT 7:29 PM, WHICH WAS SECONDED BY MS. ZUCKWEILER. THE MOTION PASSED UNANIMOUSLY.



Name, Title