



Historic Preservation Commission Regular Meeting

September 13, 2023 - 5:45 PM
1st Floor Conference Room, 301 Walnut Street, Windsor, CO
80550

MINUTES

A. CALL TO ORDER

1. Roll Call

Meeting called to order at 5:46 pm

PRESENT:

Melanie Starck

Kris Jabs

Rachel Kline

Jean Zuckweiler

Vanessa Bouchard

Ruth Brunner

ToniRae Andres

Also Present:

Scott Ballstadt, Director of Planning

Kim Lambrecht, Staff Liaison

Katrina Haley, Administrative Analyst

Caitlin Heusser, Museum Curator

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

Motion to approve: Ms. Jabs Second: Ms. Kline Agenda approved unanimously.

3. Public Invited to be Heard

No public in attendance

B. CONSENT CALENDAR

1. Review and approval of the August 9, 2023 Regular Meeting Minutes

Please see the attached August 9, 2023 meeting minutes for review and approval. Motion to approve: Ms. Jabs Second: Ms. Kline Consent calendar approved unanimously.

C. BOARD ACTION

1. No action items

D. DISCUSSION ITEMS

1. Joint Work Session (Town Board and Historic Preservation Commission) Debriefing

Review August 28, 2023 Town Board Work Session discussion. Provide any follow-up comments and/or clarifications that may be necessary to include in the final Historic

Preservation Master Plan. Staff provided general comments indicating that support from the Town Board was very positive. The Board noted that the Plan may want to consider extending the timeframe for implementing strategies outlined in the Plan. The Board also noted that they appreciate the efforts of the Commission. Additionally, the Commission will generate a follow-up memo for the Town Board to clarify comments made regarding the approach the Commission will take regarding involuntary designations.

2. 2023 Local Landmark Plaques

Discuss and determine which locally designated properties should be awarded plaques this year. The list of the Town's locally designated properties has been attached. The Commission discussed which existing locally designated properties should be considered for the next 2-4 bronze plaques. Staff will contact Franklin Bronze Plaques for an updated cost estimate regarding plaques to fine tune which buildings will receive plaques this year. Additionally, Commissioners discussed looking into local designations for the nationally designated properties in Windsor.

3. Review Future Meetings Agenda

Please see the attached Future Meetings Calendar for review and comment. Commissioners shuffled some future discussion items, added topics to the future meetings calendar, and noted when the Savings Places conference would be held.

E. COMMUNICATIONS

1. Communications from the Historic Preservation Commission

Chairperson Starck commented on a successful education and outreach effort at the Harvest Festival.

2. Communications from Town Board Liaison

Town Board Member Steinbach was not able to attend this meeting.

3. Communications from Staff

Ms. Lambrecht echoed Ms. Starck's comments regarding the Harvest Festival, and noted that the Commission has many post cards and flyers left over that are available for Commissioners to take to distribute around Town.

F. ADJOURN

MOTION TO ADJOURN: MS. KLINE. SECOND: MS. ANDRES. MEETING ADJOURNED AT 6:55 PM.

 Senior Planner

Name, Title