



HISTORIC PRESERVATION COMMISSION REGULAR MEETING

November 13, 2024 - 5:45 PM

1st Floor Conference Room, 301 Walnut Street, Windsor, CO 80550

AGENDA

A. CALL TO ORDER

1. Roll Call
2. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration
3. Public Invited to be Heard

B. CONSENT CALENDAR

1. Review and approval of the October 9, 2024 Regular Meeting Minutes

C. BOARD ACTION

1. Election of Officers - Election of Historic Preservation Commission Chairperson
2. Election of Officers - Election of Historic Preservation Commission Vice-Chairperson
3. Election of Officers - Election of Historic Preservation Commission Secretary

D. DISCUSSION ITEMS

1. Continue discussion regarding development of a Historic Preservation Toolkit
2. Windsor Lake Designation Discussion
3. Review Future Meetings Calendar

E. COMMUNICATIONS

1. Communications from the Historic Preservation Commission
2. Communications from Town Board Liaison
3. Communications from Staff

F. ADJOURN

The Town of Windsor will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970) 674-2400 by noon on the Thursday prior to the meeting to make arrangements.



MEMORANDUM

Date: November 13, 2024
To: Historic Preservation Commission
From: Kimberly Lambrecht, Senior Planner
Re: Review and approval of the October 9, 2024 Regular Meeting Minutes
Item #: B.1.

Background / Discussion:

Please see the attached October 9, 2024 Regular Meeting Minutes, for review and approval.

Financial Impact:

Relationship to Strategic Plan:

Recommendation:

CC:

Scott Ballstadt, Director of Planning

Attachments:

1. 10.09.2024 Historic Preservation Commission Regular Meeting Minutes - DRAFT



Historic Preservation Commission Regular Meeting

October 9, 2024 - 5:45 PM
1st Floor Conference Room,
301 Walnut Street, Windsor, CO 80550

MINUTES

A. CALL TO ORDER

CHAIRPERSON MELANIE STARCK CALLED THE MEETING TO ORDER AT 05:44 PM.

1. Roll Call

Present: Melanie Starck, Chairperson
ToniRae Andres, Vice Chairperson
Ruth Brunner
Kris Jabs
Jean Zuckweiler, Alternate
Dave Herzer, Alternate

Absent: Rachel Kline

Also Present: Brian Jones, Town Board Liaison
Kimberly Lambrecht, Staff Liaison
Laura Browarny, Recreation Supervisor
Maya Barboa-Ojinaga, Recreation Specialist
Samuel Sedoryk, Recreation Specialist - Museum Education
Katrina Haley, Administrative Analyst

At this time, staff Liaison K. Lambrecht noted that Commission member R. Kline has formally submitted her resignation to the Windsor Historic Preservation Commission (HPC).

Additionally, at this time, Chairperson M. Starck invited Commission members J. Zuckweiler and D. Herzer to participate as voting members for the October 09, 2024 Historic Preservation Commission Regular Meeting, to which both Commission members accepted. Commission members J. Zuckweiler and D. Herzer to serve as voting members during the October 09, 2024 Historic Preservation Commission Regular Meeting.

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

Commission members took a moment to review the October 09, 2024 Historic Preservation Commission Regular Meeting Agenda. No modifications to the Agenda were requested.

Historic Preservation Commissioner Brunner moved to Approve the Review and Approval of the Agenda by the Commission and Addition of Items of New Business to the Agenda for Consideration, Historic Preservation Commissioner Andres seconded the motion. Roll call on the vote resulted as follows; Yeas - Jean Zuckweiler, Dave Herzer, ToniRae Andres, Kris Jabs, Ruth Brunner, Melanie Starck; Nays - None; Motion Passed.

3. Public Invited to be Heard

At this time, Chairperson M. Starck noted the attendance of five members of the public, and welcomed all in attendance to introduce themselves, and have a moment to speak regarding any non-Agenda items. No members of the public in attendance spoke at this time.

B. CONSENT CALENDAR

1. Review and approval of the September 11, 2024 Regular Meeting Minutes

Commission members took a moment to review the September 11, 2024 Historic Preservation Commission Regular Meeting Minutes. No modifications were requested by the Commission.

Historic Preservation Commissioner Zuckweiler moved to Approve the Review and Approval of the September 11, 2024 Historic Preservation Commission Regular Meeting Minutes, Historic Preservation Commissioner Jabs seconded the motion. Roll call on the vote resulted as follows; Yeas - Jean Zuckweiler, Dave Herzer, ToniRae Andres, Kris Jabs, Ruth Brunner, Melanie Starck; Nays - None; Motion Passed.

C. BOARD ACTION

1. Public Hearing - Designation of 411 Main Street as a Local Historic Landmark - Chris and Annie Lloyd, Owners; Maya Barboa-Ojinaga and Sam Sedoryk, Applicants

Staff Liaison K. Lambrecht shared a brief presentation regarding the Historic Preservation Designation Application pertaining to 411 Main Street. Property owners Annie and Chris Lloyd also shared details regarding the Application and property. A. and C. Lloyd also shared that there will be a Ribbon Cutting ceremony on Saturday, October 12, 2024, to celebrate the installation of a new mural at 411 Main Street, and stated that all are welcome to attend. Additional details regarding this event can be found on the Town's website.

Staff Liaison K. Lambrecht shared that Planning staff has reviewed the Application materials and is recommending that the HPC forward a recommendation of Approval of the Historic Landmark Designation of 411 Main Street to the Windsor Town Board. Chairperson M. Starck then closed the Public Hearing for Agenda item C1 at 6:12 PM.

2. Recommendation to Town Board - Designation of 411 Main Street as a Local Historic Landmark - Chris and Annie Lloyd, Owners; Maya Barboa-Ojinaga and Sam Sedoryk, Applicants

Recreation Specialists Maya Barboa-Ojinaga and Samuel Sedoryk shared a presentation regarding the proposed Historic Designation of 411 Main Street, history regarding the property's significance and use(s) in Windsor throughout time, architectural features of the property, and more. Commission members, Applicants, and Town staff discussed various aspects of the Application, the property's history, and more throughout the presentation.

Historic Preservation Commissioner Andres moved to Forward to the Town Board a Recommendation of Approval of the Designation of 411 Main Street as a Local Historic Landmark based on the finding of fact that it meets the following criteria for designation:

- 1. Exemplifies specific elements of an architectural style or period.**
- 2. Represents a built environment of a group of people in an era of history.**
- 3. Significant historical remodel.**
- 4. Exemplifies the cultural, political, economic or social heritage of the community.**
- 5. Is associated with a notable person(s) or the work of a notable person(s).**
- 6. Enhances a sense of identity in the community,**

Historic Preservation Commissioner Jabs seconded the motion. Roll call on the vote resulted as follows; Yeas - Jean Zuckweiler, Dave Herzer, ToniRae Andres, Kris Jabs, Ruth Brunner, Melanie Starck; Nays - None; Motion Passed.

3. Public Hearing - Designation of 513 Main Street (Yancy Block) as a Local Historic Landmark - Four Eyes Holding LLC (Dr. Brent Phinney), Owner; Maya Barboa-Ojinaga and Sam Sedoryk, Applicants

Staff Liaison K. Lambrecht shared a brief presentation regarding the Historic Preservation Designation Application pertaining to 513 Main Street. Property owner Dr. Brent Phinney also shared details regarding the Application and property.

Staff Liaison K. Lambrecht shared that Planning staff has reviewed the Application materials and is recommending that the HPC forward a recommendation of Approval of the Historic Landmark Designation of 513 Main Street to the Windsor Town Board. Chairperson M. Starck then closed the Public Hearing for Agenda item C3 at 7:00 PM.

4. Recommendation to Town Board - Designation of 513 Main Street (Yancy Block) as a Local Historic Landmark - Four Eyes Holding LLC (Dr. Brent Phinney), Owner; Maya Barboa-Ojinaga and Sam Sedoryk, Applicants

Recreation Specialists Maya Barboa-Ojinaga and Samuel Sedoryk shared a presentation regarding the proposed Historic Designation of 513 Main Street, history regarding the property's significance and use(s) in Windsor throughout time, architectural features of the property, and more. Commission members, Applicants, and Town staff discussed various aspects of the Application, the property's history, and more throughout the presentation.

Historic Preservation Commissioner Brunner moved to Forward to the Town Board a Recommendation of Approval of the Designation of 513 Main Street as a Local Historic Landmark based on the finding of fact that it meets the following criteria for designation:

- 1. Exemplifies specific elements of an architectural style or period.**
- 2. Represents a built environment of a group of people in an era of history.**
- 3. Significant historical remodel.**
- 4. Exemplifies the cultural, political, economic or social heritage of the community.**
- 5. Is associated with a notable person(s) or the work of a notable person(s).**
- 6. Enhances a sense of identity in the community,**

Historic Preservation Commissioner Zuckweiler seconded the motion. Roll call on the vote resulted as follows; Yeas - Jean Zuckweiler, Dave Herzer, ToniRae Andres, Kris Jabs, Ruth Brunner, Melanie Starck; Nays - None; Motion Passed.

D. DISCUSSION ITEMS

1. Continue discussion regarding development of a Historic Preservation Toolkit

Commission members took a moment to revisit the development of the Historic Preservation Toolkit. Various aspects of the Toolkit were discussed, with the development of a Local Landmark Designation Process Chart being the primary focus of the discussion. A copy of this drafted flowchart can be found on page 65 of the October 09, 2024 Historic Preservation Commission Regular Meeting Packet. Commission member D. Herzer made note of the importance of adding a step(s) to the Chart to reflect the timeline and process(es) for Town staff review of applications, and the Town staff recommendation process(es). Staff Liaison K. Lambrecht to add the information requested by Commission member D. Herzer to the flowchart. In the interest of time, Chairperson M. Starck and the Commission agreed to table further discussion of the Toolkit to the Future Meetings Agenda.

2. Review Future Meetings Calendar

Chairperson M. Starck and Commission members discussed items to be added to the HPC's Future Meetings Agenda. These items include; ongoing discussion and development of the Historic Preservation Toolkit, election of officers, a discussion regarding potential changes to Commission positions/voting members, and a discussion with Community Development staff regarding Kern Reservoir (Windsor Lake).

E. COMMUNICATIONS

1. Communications from the Historic Preservation Commission

a. WSHS Update - R. Brunner

Commission member R. Brunner shared that the Windsor-Severance Historical Society is hosting a Legends and Lessons local history event Sunday, November 10, 2024, and encouraged all to attend.

b. Meg Dunn (Urban Fort Collins) Resource - R. Brunner

Commission member R. Brunner shared that Meg Dunn, of Urban Fort Collins will be speaking about the history of Stout, Colorado, at a Lunch and Learn event at the Clearview Library Wednesday, December 04, 2024 from 12:00pm - 1:00pm, and encouraged all to attend.

2. Communications from Town Board Liaison

Town Board Liaison B. Jones shared various updates regarding recent Town Board activities, including brief updates regarding the Ad Hoc Charter Committee, of which HPC Commission member T. Andres has been appointed Vice Chairperson, a recap of the Budget Work Session Town Board and staff held Saturday, October 05, 2024, and a reminder that the next Coffee with the Mayor event will be held Friday October 11, 2024.

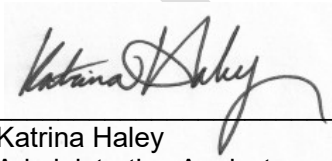
3. Communications from Staff

Staff Liaison K Lambrecht shared brief updates regarding ongoing work at the Dickey Farmhouse, a reminder regarding the upcoming Ribbon Cutting ceremony on Saturday, October 12, 2024, to celebrate the installation of a new mural at 411 Main Street, the upcoming submission of the HPC's Certified Local Government (CLG) Annual Report, feedback regarding the American Planning Association (APA) conference recently attended by Town staff and members from various Town Boards and Commissions, a reminder that the Windsor Downtown Alliance (WDA) is hosting an event at the Windsor Art & Heritage Center for their Downtown Master Plan Thursday, October 17, 2024, and a reminder regarding the upcoming Saving Places conference, which will be held Thursday, January 29, 2025 - Saturday, February 01, 2025.

F. ADJOURN

Historic Preservation Commissioner Brunner moved to Adjourn, Historic Preservation Commissioner Jabs seconded the motion. Roll call on the vote resulted as follows; Yeas - Jean Zuckweiler, Dave Herzer, ToniRae Andres, Kris Jabs, Ruth Brunner, Melanie Starck; Nays - None; Motion Passed.

UPON A MOTION DULY MADE, CHAIRPERSON M. STARCK ADJOURNED THE MEETING AT 07:32 PM.



Katrina Haley
Administrative Analyst



MEMORANDUM

Date: November 13, 2024
To: Historic Preservation Commission
From: Kimberly Lambrecht, Senior Planner
Re: Election of Officers - Election of Historic Preservation Commission Chairperson
Item #: C.1.

Background / Discussion:

This item has been included on the agenda for the election of officers for the 2025 calendar year. In accordance with the Historic Preservation Commission by-laws, each calendar year the Historic Preservation Commission shall elect the officers of chairperson, vice-chairperson and secretary for that respective year.

Financial Impact:

Relationship to Strategic Plan:

Recommendation:

A motion to nominate, followed by a second and vote to approve the appointment of an officer.

CC:

Scott Ballstadt, Director of Planning

Attachments:



MEMORANDUM

Date: November 13, 2024
To: Historic Preservation Commission
From: Kimberly Lambrecht, Senior Planner
Re: Election of Officers - Election of Historic Preservation Commission Vice-Chairperson
Item #: C.2.

Background / Discussion:

This item has been included on the agenda for the election of officers for the 2025 calendar year. In accordance with the Historic Preservation Commission by-laws, each calendar year the Historic Preservation Commission shall elect the officers of chairperson, vice-chairperson and secretary for that respective year.

Financial Impact:

Relationship to Strategic Plan:

Recommendation:

A motion to nominate, followed by a second and vote to approve the appointment of an officer.

CC:

Scott Ballstadt, Director of Planning

Attachments:



MEMORANDUM

Date: November 13, 2024
To: Historic Preservation Commission
From: Kimberly Lambrecht, Senior Planner
Re: Election of Officers - Election of Historic Preservation Commission Secretary
Item #: C.3.

Background / Discussion:

This item has been included on the agenda for the election of officers for the 2025 calendar year. In accordance with the Historic Preservation Commission by-laws, each calendar year the Historic Preservation Commission shall elect the officers of chairperson, vice-chairperson and secretary for that respective year.

Financial Impact:

Relationship to Strategic Plan:

Recommendation:

A motion to nominate, followed by a second and vote to approve the appointment of an officer.

CC:

Scott Ballstadt, Director of Planning

Attachments:



MEMORANDUM

Date: November 13, 2024
To: Historic Preservation Commission
From: Kimberly Lambrecht, Senior Planner
Re: Continue discussion regarding development of a Historic Preservation Toolkit
Item #: D.1.

Background / Discussion:

On September 5, 2024, the HPC held a work session to discuss the organization and content of a Historic Preservation 'Toolkit' to assist interested parties in learning about historic preservation and what may be involved in the local designation of a historic property. On September 11, 2024, the Commission continued that discussion by reviewing the content for several different categories and topics, developed by several Commissioners. Staff has compiled those comments into one comprehensive document - see attached.

The Commission should review the DRAFT document, and be prepared to continue the discussion in an effort to further refine the content and organization of the information. Note, once the Commission feels that the content has been sufficiently developed, Staff will work with the Communications Department on format and graphics to prepare a final document for review. The Commission need only focus on content and organization at this time.

Financial Impact:

Relationship to Strategic Plan:

Recommendation:

CC:

Scott Ballstadt, Director of Planning

Attachments:

1. HPC Historic Preservation Toolkit - DRAFT_9.30.2024
2. Local Landmark Designation Process Chart - with notes

HPC Historic Preservation Toolkit

Definition:

Historical Designation – formal recognition of a property or landscape that is generally over 50-years old, for historical, architectural, and/or geographical significance to provide for protection and cultural preservation of the resource.

Note: there may be circumstances where a property younger than 50-years old might warrant designation.

Historic Preservation IS:

- A celebration of historical significance
- An honoring of distinctive construction/architecture and/or landscapes
- A method to retain character of an area's architecture and culture
- A tool to increase public awareness and education
- A tangible connection to the stories of our past

Historic Preservation IS NOT

- A limit to growth
- A mandate to memorialize property
- A mandate to improve the property
- Intended to be a restriction on property owner rights

Benefits of Local Historic Designation

<u>Community:</u>	Formal recognition of a property's importance to the history of Windsor
	A sense of place – community history and local pride
	A living piece of history to see and promote education and the character of the community
<u>Environmental:</u>	Reuse of existing buildings – an existing building is the greenest building, which promotes sustainability
	May preserve landscapes and open spaces – which promotes healthy living
	Supports the livability of our spaces and places
<u>Economic:</u>	eligible to apply for grants and potential tax credits through State and Federal Resources

Process for applying for Windsor Historical Landmark Designation

- Review Historic Preservation Ordinance in the Municipal Code: [Chapter 15, Article XVI - Historic Preservation](#)
- Research the history of the property being designated. Suggestions for resources include:
 - Books written on local history – check the local library
 - Windsor Art & Heritage Center – archives of the Town of Windsor (Culture Division)
 - Windsor Historic Preservation Committee
 - Windsor/Severance Historical Society
 - Newspaper archives of surrounding newspapers
 - History Colorado [Homepage | History Colorado](#)
- You can complete an application for your own property, or you may nominate a property for someone else
 - you will indicate whether you have obtained owner approval if not your property
- Complete the Historical Landmark Designation Application: [Designation of a Historic Landmark](#)
 - There is a how-to guide to completing the application here: [Instructions for Completing Landmark Designation Application](#)
 - You will need the following general information:
 - Property details (address, legal description, use (current and historical))
 - Property owner details
 - Other historic designation (if any) the property has received (state, national)
 - Historical property details (original owner, architect, year built/remodeled)
 - Historical narrative based on available factual information
 - Statement of Significance (architectural, social/cultural, or geographical/environmental)
 - Architectural description
 - Current photographs
 - Historical photographs (if available)
 - Bibliography of sources used to complete application
 - Include link to an application as an example OR include in a section on resources
 - Submit application to planning@windsorgov.com

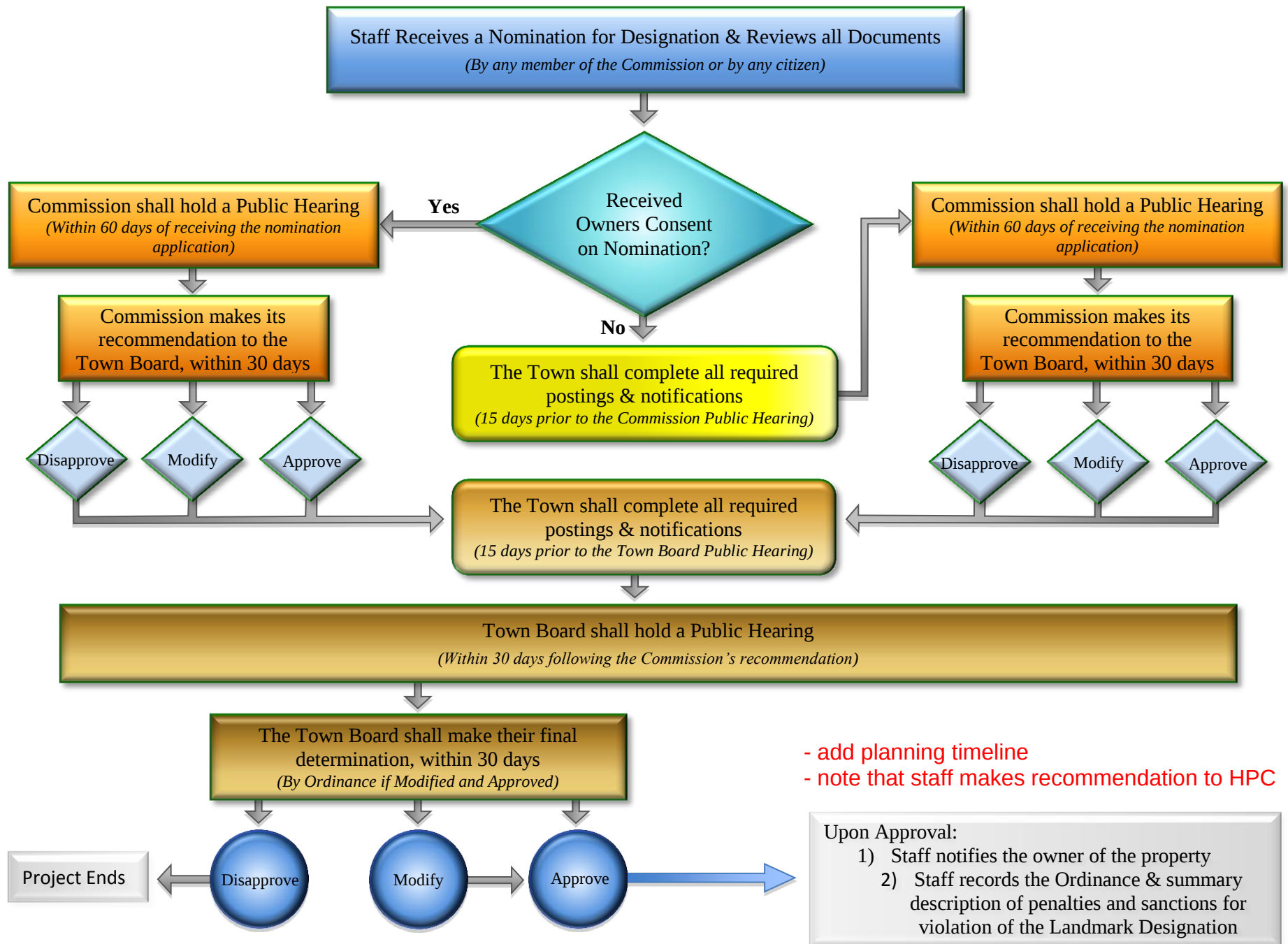
Process and Timeline for local designation:

1. Pre-application process – The Planning Department may meet with the owner/applicant to review the proposed property, answer questions, and discuss the effect of designation.
2. Submit the Application to the Planning Department
3. Planning Department Staff reviews the application and provides comments
4. Applicant addresses comments
5. Staff forwards the application to the HPC for review (at a public hearing) and recommendation to the Town Board, to approve, conditionally approve or deny the application – within 60-days of receiving a complete application.

6. Town Board holds a Public Hearing on the proposed designation – within 30-days of receiving a recommendation from the HPC.
7. Town Board approves, conditionally approves or denies the application by Ordinance (two readings).
8. Staff notifies the owner/applicant, and records the Ordinance

**** NOTE: if you have a property that does not appear to fit into these categories and criteria, please contact the Planning Department to discuss.***

LOCAL LANDMARK DESIGNATION PROCESS CHART



- add planning timeline
- note that staff makes recommendation to HPC



MEMORANDUM

Date: November 13, 2024
To: Historic Preservation Commission
From: Kimberly Lambrecht, Senior Planner
Re: Windsor Lake Designation Discussion
Item #: D.2.

Background / Discussion:

As a follow-up to the research that has been done, and the past discussions that the Commission has held regarding a possible local historic designation of Windsor Lake, Staff has learned that the City of Greeley designated the Greeley No. 3 Ditch as a local historic landmark in 1997. That designation was contemplated on the basis of the No. 3 Ditch being an active working water body. The designation included a condition that the ditch continue to operate unencumbered by the designation - i.e. "...must retain all flexibility and sovereignty to operate its ditch....." and "...shall not impose any governmental nor bureaucratic procedures, requirements, nor restrictions on the operation, maintenance, and development of the Greeley No. 3 Ditch". See attached designation and conditions.

The purpose of this discussion is for the Commission to contemplate an approach such as this, in an effort to plan for a more in-depth discussion with the Town's water resources group after the first of the year.

Financial Impact:

Relationship to Strategic Plan:

Recommendation:

CC:

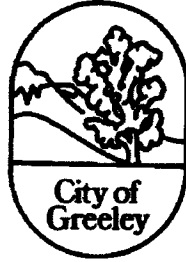
Scott Ballstadt, Director of Planning

Attachments:

1. HIST DESIG GREELEY NO. 3 DITCH

426

No. 3 Ditch



City of Greeley Historic Preservation Commission

CERTIFICATE OF DESIGNATION

At a public hearing on June 9, 1997 the Greeley Historic Preservation Commission approved the application of the City of Greeley Historic Preservation Commission for a request for nomination to the Greeley Historic Register of the Greeley No. 3 Ditch, Greeley, Colorado, in accordance with chapter 16.60, section 06, subsections A 1,2,3; B 4,5; C 1,2 of the Greeley City Code.

A Certificate of Designation is hereby granted for the following property:

That part of the Greeley No. 3 Ditch within the current city limits of the City of Greeley, County of Weld, State of Colorado.

Approval by the Greeley Historic Preservation Commission has been made conditional upon the following requirements:

See Exhibit A, page 2

GREELEY HISTORIC PRESERVATION COMMISSION

ATTEST:

G. William Beardslee, Chairman

Benjamin Fogelberg, Secretary

Date

Date

2557426 B-1615 P-303 07/10/1997 12:57P PG 1 OF 3 REC DOC 1 Form L
Weld County CO JA Suki Tsukamoto Clerk & Recorder 16.00

AGREEMENT

THIS AGREEMENT made by and between the GREELEY HISTORIC PRESERVATION COMMISSION, First Party, and THE GREELEY IRRIGATION COMPANY, Second Party.

WITNESSETH:

WHEREAS, Second Party owns and operates, as a mutual irrigation company, an irrigation canal or ditch which distributes irrigation water to its shareholders who are users of the water attributable to the decrees for irrigation purposes, said canal being known as Greeley No. 3 Ditch; and

WHEREAS, the appropriation and decree therefor is dated April 1, 1870, being an early ditch diverting water for beneficial use from the Cache la Poudre River west of Greeley, Colorado; and

WHEREAS, First Party is a Historical Preservation Commission which operates within the city limits of the City of Greeley, which Commission has, through study determined, due to its historical diversions dated back to June 10, 1870, that said Greeley No. 3 Ditch should be accorded recognition on the Greeley Historic Register; and

WHEREAS, Second Party desires to cooperate with First Party in recognizing historical factors surrounding the Greeley No. 3 Ditch, but must retain all flexibility and sovereignty to operate its ditch, particularly in times of flood, high water, and natural disasters; and

WHEREAS, First Party is willing to recognize and publicize the contributions to the culture and economic status which the Greeley No. 3 Ditch contributes to the betterment of Greeley.

NOW THEREFORE, Second Party consents to the historical designation of the Greeley No. 3 Ditch and recognition signage along the course of its ditch showing the historical significance of Greeley No. 3 Ditch through signage placed on bridges or along the banks of the ditch, being careful the signage does not constitute a closing nor obstruction of the ditch, nor any part thereof. Second Party particularly consents to placement of signage on bridge abutments and in places along the ditch which do not interfere with operation or maintenance of the ditch.

The Second Party shall permit First Party and its employees access to the early minute books and other historical formative correspondence, books and records for the purpose of compiling a history and characterizing the social, cultural, and economic contributions of the Greeley No. 3 Ditch to Greeley and the immediate surrounding area.

It is understood First Party shall not impose any governmental nor bureaucratic procedures, requirements, nor restrictions on the operation, maintenance, and development of the Greeley No. 3 Ditch.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals this 24th
day of April, 1997.

FIRST PARTY:

**GREELEY HISTORIC
PRESERVATION COMMISSION**

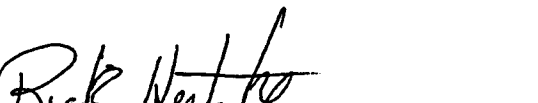
By: 
Chairman

SECOND PARTY:

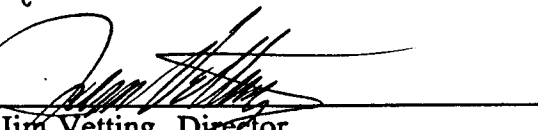
THE GREELEY IRRIGATION COMPANY

By: 
John C. Leone, President

By: 
Harold Wiggett, Vice President

By: 
Rick Hertzke, Director

By: 
Dick Kobel, Director

By: 
Jim Vetting, Director



MEMORANDUM

Date: November 13, 2024
To: Historic Preservation Commission
From: Kimberly Lambrecht, Senior Planner
Re: Review Future Meetings Calendar
Item #: D.3.

Background / Discussion:

Please see the attached Future Meetings Calendar, for review and comment. Also, please review the list of Future Topics so those items can begin to be assigned a timeline for possible action.

Financial Impact:

Relationship to Strategic Plan:

Recommendation:

CC:

Scott Ballstady, Director of Planning

Attachments:

1. HPC Future Meetings Calendar - November 2024



HISTORIC PRESERVATION COMMISSION FUTURE MEETINGS DISCUSSION ITEMS

DATE	TOPIC
November 13, 2024 5:45 pm	Election of Officers Toolkit Review Discussion – Windsor Lake Designation
December 11, 2024 5:45 pm	Annual Dinner Meeting
January 8, 2025 5:45 pm	Discussion of Historic Districts
February 12, 2025 5:45 pm	
March 12, 2025 5:45 pm	
April 9, 2025 5:45 pm	
May 14, 2025 5:45 pm	

Future Topics:

2025 Saving Places Conference – Cheyenne Mountain Resort, Colorado Springs (1/29 – 2/1/2025)

Tour of the Town's Museum / Historic Artifacts Storage Facility
Educational materials for outreach
Letters to property owners eligible for Local Historic Designation
Outreach to the Poudre Valley Cemetery
Introductory meeting with Windsor Severance Historical Society
Website updates
Windsor Lake – Historical Research – ongoing discussion
Local designations for the First United Methodist Church and the Kaplan-Hoover Site

Upcoming Meeting Dates*

<u>Wednesday November 13, 2024</u>	5:45 P.M.	Regular HPC Meeting
<u>Wednesday December 11, 2024</u>	5:45 P.M.	Regular HPC Meeting
<u>Wednesday January 8, 2025</u>	5:45 P.M.	Regular HPC Meeting
<u>Wednesday February 12, 2025</u>	5:45 P.M.	Regular HPC Meeting
<u>Wednesday March 12, 2025</u>	5:45 P.M.	Regular HPC Meeting
<u>Wednesday April 9, 2025</u>	5:45 P.M.	Regular HPC Meeting
<u>Wednesday May 14, 2025</u>	5:45 P.M.	Regular HPC Meeting

- * May not include any Historic Preservation Commission (HPC) work sessions which may be requested and may also be scheduled for these dates. Regular meeting dates may be changed to a work session at the discretion of the Chair when no action items are present.