



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Meeting Minutes

Erie Historic Preservation Advisory Board

Monday, September 26, 2022

6:30 PM

1. Call Meeting to Order

2. Roll Call and Verification of Quorum

- A. Welcome new member Brittany Jones – not present tonight.
- B. Mike Turner, Rachel Folger, Joan Organ, Ryan Kenword, Melanie Fuller, Amy Kho; Dan Hoback– Board Trustee
- C. Audem Gonzales, Town Planning
- D. Rebekah Schields - consultant with Metcalf,
- E. Ryan Downs of Wold;
- F. Dr. Flewelling- History Colorado

3. Approval of the Agenda

- A. Vote needed. Ryan motioned to approve; Rachel seconded. Approved unanimously.

4. Approval of Previous Meeting Minutes

- A. Approval of August 22, 2022 Minutes
- B. Vote needed. Melanie motioned; Ryan seconded.
- C. All in favor, passed unanimously.

5. General Business

A. Public Comments on Items Not on agenda – Nothing presented

- B. Planning Report (AG) - Audem Gonzales** – preapplication list. Nothing on the pre-app list has been designated for Metcalf survey. The new planner will make the same list, so we can talk to owner and applicant. Pre-app is before they submit to application, we review this before Planning Commission.

C. CLG Training

- 1) CLG Orientation training by Dr. Lindsey Flewelling. Preservation planner, certified local government planner with History Colorado
 - a) Historical preservation – study, documentation, protection of buildings, structures, etc.
 - b) Why preserve? Personal, community pride and identity, contributes to historical tourism, revitalization of downtown, generates jobs, increases property values, support small businesses, creates affordable housing
 - c) National Historic Preservation Act – 1966
 - 1980 to add local partnership through the certified local governments (CLG) program
 - Associated with national park service to preserve historic locations;
 - Modern historic preservation movement – created formal processes; national policy set so we are all working in the same processes. We have decades of legal precedent created
 - d) Certified Local Governments – 66 in Colorado. Lyons is most recent addition.

- e) CLG Benefits – CLG Grants; has to be spent every year.
- The grant program also provides no match grants, the state historical funds pay for match to CLG don't have to match grants.
- CLG grants includes paying for surveys, public outreach, etc. First general grant will be due Jan 17 up to \$25,000 each year. Local landmarks can be eligible to state and local tax credits, up to 25% reimbursement costs; minimum expenditure is \$5,000 to get money back tax credits. \$50,000 in credits is the max tax credit
- Database for survey information through Compass
- Training and monthly webinars
 - f) CLG Responsibilities include enforcing own ordinance set by local ordinance; establishing and maintaining a commission (meet 4 times a year and having 5 members); send minutes to SHPO; providing for adequate public participation; maintain system of surveyed inventory, require to comment on National Register nominations when applicable, attend SHPO approved training every year; and submit annual report. CLG evaluation done last in 2020.
 - g) Local Preservation Ordinance. Title 3, chapter 3; provides local guidelines.
 - h) HPC Decision – Making. You have bylaws, agenda, follow ordinance.
 - i) Elements of local preservation include survey, designation, design review, incentives, and Advocacy and Public Education.
- Survey – documentation of cultural resources. Historic context studies.
- Designation – National, state or local register. National and state registrar are more honorary programs, you can register it nationally one day and demolished the next. Local designation are the only way to enforce. Based on significance and integrity. Need to have both significance and integrity for eligibility.
- Design Review. Required for each CLG in Colorado, based on local ordinance whether mandatory or voluntary, must be consistent with Secretary of Interior's Standards for Treatment of Historic Properties.
 - Which 10 guidelines have to apply to every property.
- Incentives – State historic preservation tax credit; state historical fund; Revolving Loan Fund; Federal Rehabilitation Tax Credit – for commercial properties on National Register – 20% tax credit. At Local level, the incentives need to be supported by town budget, such as the following: sales tax rebates, exceptions and variances, easements, property tax rebates, grants.
- Advocacy and Public Education. – need education to create good relationships, communication and fostering community pride and ownership. Idea to celebrate preservation month in May.
- j) CLG Training Portal
- 2) Lindsey.flewelling@state.co.us
 - a) 303-866-4681

D. Metcalf presentation / update

- 1) Presentation by Rebekah Schields- Architectural Historian with Metcalf
 - a) Phase II Downtown Property Survey – we were awarded grant to survey 14 properties in Erie, in order to make a historic district, for National Register of Historic Places
 - b) Properties 1 school, 2 businesses, 9 residences, properties range from 1880's – 1970s. Mix of reconnaissance and intensive survey. Full background deed search
 - c) Process – hire consultant, public meeting where Metcalf notifies community; and Gather Information through deed search, historic research, and property owner questionnaire.; Visit each property, document and take photographs, generally from right of way so we don't need permission;
 - d) After survey, combine information on site form, create report
 - e) Property must have significance and integrity, the ability of property to convey its connection to the past. Significance is the importance of a property to the history, architecture, archeology, engineering or culture of a community.

Letter to property owner and questionnaire to property owners are unanimously approved by HPAB.

E. Town Hall Addition

- 1) Meeting held with Wolf and Town Staff to begin recommendations
- 2) Ryan Downs presented potential renovations and additions to HPAB and boards; bubble diagrams and beginning site analysis. Two weeks ago, began studying exterior building and potential addition. We will be presenting 3D model and options to remodel to Town Board tomorrow night.

F. Old Business

- a) **Schofield Farm COA** – approved by Board, also approved contract for construction, and it could begin as early as next month, or at least by the end of year.
- b) Still trying to coordinate a visit of Schofield Farm. Dennis Buck will lead tours and will present potential times and dates to HPAB. We may have to post tour as a board meeting, must be announced to the public.

2) Phase II Survey

- a) Select 2 new properties. Reviewed four different properties
 - 435 Briggs, built 1927
 - 514 Moffat Built 1946
 - 754 Holbrook, Built 1928 – Victorian with old railroad cabin on the property
 - 784 Main, Built 1899

Melanie moved to list 754 Holbrook and 784 Main as two remaining properties to be surveyed. Amy seconded. Unanimously approved.

3) Budget Report (DB) – No change. Invoice from Metcalf for survey

- a) Mike presented to Board, requested \$10K from Town, it was approved.

4) Historian Report (JO) – Joan invites us to Sat, Oct 22, at 1pm to join Estes Park Museum regarding Judge Florence Allen 1884-1966, first woman to serve on Colorado Supreme Court, original research to be presented. Free and open to public. Also on Dr. Elizabeth Benson who lived next to Judge Allen.

5) Railroad History (MF) – Melanie researching, but nothing yet to present.

- a) Anticipate submitting for Planning Grant to assist. History Matters and Mary Therese will not be able to help us due to current family issues. What does HPAB envision for planning grant. MF, Mike and Dennis will work on this.
- b) Melanie proposed doing presentations every 6 months or so.

6) Tax Incentives (RK)

- a) Anticipate submitting for Planning Grant to assist

7) Historic District (MT)

- a) Anticipate submitting for Planning Grant to assist

8) Walking Tour Brochure (RF) – have all three tour information, send revisions to and pictures to Mike. Send drafts to Mike and Dennis.

9) 150th Anniversary Celebration (MT) – first Thursday of every month meetings. Mike is HPAB designee

G. New Business

1) Review / approve Landmark Applications for:

- a) 544 Holbrook – will reach out to History Colorado for more information. Concerned about vinyl
- b) 574 Holbrook – meets criteria will draft resolution to approve.

2) Announcements

- a) Next meeting October 24, 2022, at 6:30 PM

6. Adjournment at 8:12

