



## Statement of Vision

*Lafayette's panoramic view of the Rocky Mountains inspires our view into the future. We value our heritage, our unique neighborhoods, a vibrant economy and active lifestyles. We envision a future that mixes small-town livability with balanced growth and superior city services.*

JUNE 6, 2022

## A G E N D A

6:30 PM Historic Preservation Board  
City Hall Council Chambers  
1290 S Public Road

- I. OPENING OF REGULARLY SCHEDULED MEETING
  - A. Call To Order
  - B. Roll Call
- II. ELECTION OF VICE CHAIR
- III. APPROVAL OF MEETING MINUTES FOR MAY 2, 2022
- IV. ITEMS FROM THE PUBLIC NOT ON THE AGENDA
- V. AGENDA ITEMS
  - A. APPLICATIONS
    - a. None
  - B. DISCUSSION ITEMS
    - a. Historic Building Improvement Grants
    - b. Board Retreat (May 14) Recap
  - C. OTHER BUSINESS
    - a. Staff Update Memo
    - b. Liaison Comments
    - c. Board Comments
  - D. UPCOMING AGENDA ITEMS
  - E. ADJOURNMENT

**Record of Proceedings  
City of Lafayette, Colorado  
Council Chambers  
1290 S Public Road**

**Historic Preservation Board Meeting  
May 2, 2022**

**I. Call To Order**

Chair Dugan called the Lafayette Historic Preservation Board meeting of May 2, 2022 to order at 6:30 p.m. in the Council Chamber at Lafayette City Hall, 1290 S. Public Road.

**Roll Call/Attendance**

Those attending included Chair Kim Dugan, Vice Chair Amanda Downes, and Board Members Nicholas Bernhard, Doug Conarro, Whitney McClellan, and Grant Swift.

Absent: Board member Lauren Kelley

Staff present: Planning Manager Jana Easley, Senior City Planner Marcy Gerwing, and Recording Secretary Michelle Verostko.

**II. APPROVAL OF MEETING MINUTES FOR APRIL 4, 2022**

*Vice Chair Downes moved to approve the meeting minutes for April 4, 2022. Board member Bernhard seconded the motion. All voted in favor of the motion.*

**III. ITEMS FROM THE PUBLIC NOT ON THE AGENDA**

Seth White, 311 E. Chester Street, Lafayette, expressed concern about the Staff Analysis portion of the staff report for applications particularly a recent Planning Commission staff report. He stated the Staff Analysis reads like a recommendation and is concerned that it is strongly influencing the Board in their decisions. He stated it is the Board's responsibility to review the criteria. He asked what the repercussions are for demolition of structures without a demolition permit.

The Board stated they would discuss both items at their upcoming retreat.

Vicky Uhland, 303 W. Simpson Street, Lafayette, stated she liked the new Staff Update Memo. Ms. Uhland expressed concern about the staff reports in the Board's agenda packet and the Board's quasi-judicial role. She stated that she emailed her concern to the City Attorney and City Manager and feels staff has overstepped their role by providing analysis of the criteria, influencing the Board's vote, and telling the Board how to vote. She stated it is not staff's job to tell the Board how they think the application meets the code criteria.

Board member Conarro explained that the Demo Review Committee has two historic preservation board members and one city staff planner. The Committee reviews all submitted demolition permits on historic buildings. It is up to the Committee to review the application against the code criteria, and the Committee determines whether the Historic Preservation Board should then review the application. Mr. Conarro explained the Committee provides their comments to city staff and city staff does the report.

Chair Dugan added that the findings from the research the committee does determines whether the Board reviews the application, or the Committee releases the demolition permit application.

Board member Bernhard agreed with Board member Conarro. He stated the review committee reviews the application based on facts and evidence when they make their determination to have the whole Board review it or not.

Vice Chair Downes said she is not concerned about the staff report influencing her. She explained that the Board and staff will be making the demolition review process clearer for everyone.

Chair Dugan stated the Board recognizes there are concerns about staff reports and the Board will discuss this at their May 14 retreat.

#### **IV. AGENDA ITEMS**

##### **A. APPLICATIONS**

###### **a. 105 W. Geneseo – Demolition of Garage.**

Chair Dugan stated that staff is requesting the Board to continue the public hearing for 105 W. Geneseo garage demolition to either a special meeting date in May or to their June 6, 2022 meeting.

Senior Planner Marcy Gerwing explained that staff did not meet the public notice requirements; therefore staff is requesting the Board continue the review of the application to either a special meeting on either May 16 or May 19 or continue the hearing to their June 6 meeting.

The Board discussed what dates worked for them and decided to hold the meeting as soon as possible via Zoom on May 16.

##### **Motion:**

*Vice Chair Downes moved to continue the public hearing for 105 W. Geneseo Street, Demolition of Garage, to a special meeting on May 16 at 6:30 PM via Zoom. Board member Bernhard seconded the motion. All voted in favor of the motion. The motion passed six in favor, one absent.*

###### **b. 608 E Geneseo – Certificate of Appropriateness for Restoration of Outbuilding and Request to Support a Setback Variance Request.**

Board member Grant Swift recused himself from the meeting because he is an owner of the property and is the applicant. He left the Council Chambers. Board member Doug Conarro disclosed that he had meetings with the owners Grant Swift and Lynn Riedel about the property and did not receive any payment. He stated he can be impartial during the review of the application.

Senior Planner Marcy Gerwing reviewed the order of the meeting. She stated the request is for a Certificate of Appropriateness for the restoration of an outbuilding and a request for the Historic Preservation Board support for a setback variance. She presented a slide showing the location of the property and the current Improvement Location Certificate of the property. She stated the property is located at 608 E. Geneseo Street and it is known as the Pearce House. Property Owners, Lynn Riedel and Grant Swift, requested the Pearce House be landmarked and designated on the Lafayette Register of Historic Places in 2017. It included the house, shed/outhouse, and garage.

Ms. Gerwing stated the request is to restore the outbuilding on the property. The scope of work includes installing a new sill, placing the building on flagstone, selective in-kind replacement of rotted wood, and replacing the cedar shake and asphalt roofing with new wood shelves. Ms. Gerwing showed pictures of the outbuilding as it looks today, the proposed exterior material samples, and the building plans.

Ms. Gerwing explained the shed/outbuilding is currently located zero feet from the rear property line. The City's dimensional setbacks requires a five-foot setback. The city code requires an existing structure to meet current setbacks if it is moved to a new foundation. Staff supports keeping the outbuilding in its current location and supporting the setback variance.

Lynn Riedel, 608 E. Geneseo Street, Lafayette, explained the outhouse/shed built in 1905 has settled into the ground because of time, aging wood, and alley activities. Ms. Riedel described the structure and its uses. She described the proposed restoration they plan to do. She explained that moving the building to meet the current setback requirements would take the structure out of context and would not allow them to preserve the hole. She asked the Board to approve their request for altering the landmark building and supporting the setback variance.

The Board asked Ms. Riedel if they intend to use the restored building as a shed. Ms. Riedel stated yes but they also want the ability to excavate the site in the future.

Ms. Gerwing presented staff analysis and reviewed the Certificate of Appropriateness application against the criteria in the Lafayette Historic Preservation Code Section 47-18 and discussed staff's findings. Staff considers the restoration of the outbuilding at 608 E. Geneseo Street to meet the criteria, in that the historic character of the property would be retained and preserved, deteriorated features will be replaced in-kind and will match the old in design, color, texture, other visual qualities and materials.

Ms. Gerwing reviewed the criteria for variances specific to designated landmarks outlined in the Lafayette Municipal Code Section 27-4-4(b)(3). She discussed staff findings for support. She stated the building is contributing to the landmarked site and that moving the structure from its original location would have an adverse impact on the historic character of the property.

The Board asked the applicant if they will do the work themselves. Ms. Riedel indicated they will collaborate with a neighbor on the restoration. She stated they will use siding from a previous project that matches the siding on the shed.

The Board discussed the setback request and variance criteria. The Board discussed keeping the building at the same location to maintain the historic significance of the structure and it would allow for future excavation of the site. The Board discussed their appreciation and support that the applicant is trying to match the existing material for the proposed alterations.

### **Motion**

*Vice Chair Downes moved to approve a Certificate of Appropriateness for 608 E. Geneseo Street, finding the application meets the requirements of the Lafayette Historic Preservation Code Section 47-18. Board member McCellan seconded the motion. All voted in favor of the motion. The motion passed five in favor, one recused, and one absent.*

### **Motion**

*Vice Chair Dugan moved to support a setback variance for the contributing outbuilding at 608 E. Geneseo Street, finding the request meets the criteria in Lafayette Municipal Code Section 26-24-4(b)(3). If the building were moved, the significance would be negatively impacting the archaeological significance/potential. Board member Conarroe seconded the motion. All voted in favor of the motion. The motion passed five in favor, one recused, and one absent.*

### **B. DISCUSSION ITEMS**

*Board member Swift returned to the meeting.*

#### **a. Board Retreat (May 14)**

Planning Manager Jana Easley stated that the agenda will include the following format/topics:

- Opening – introduction/welcome
- Why you serve
- Navigating polarity
  - Conflicting roles
  - Balance wants and desires and property rights
  - Demolition review process
- Resourcing Board Functions
- Duties – balance with decisions and outcomes
- Closing

Ms. Easley noted there would be breaks including a lunch break.

The Board asked if they could request wildcard or open discussion on topics. Suggested topics included digitizing, enforcement, staff recommendations/staff reports, and demolition review.

Board member Swift reminded staff that he is unable to attend the Retreat.

#### **b. Art Night Out Booth Volunteers**

Planner Marcy Gerwing stated staff has reserved a booth for each of the five Art Night Out events this summer. She explained the volunteer commitment includes setting up the tent and booth before 4 PM, engaging with people, providing an arts-related activity, and taking the booth down at 9 PM. She noted the setting up and breaking down of the tent is a two-person task, so staff is looking for two volunteers for each event. She added that Lafayette Historical Society is interested in sharing a booth and staff has reach out to LURA to see if they are also interested. She stated this is an opportunity for the Board to participate and she asked them to let her know if they can volunteer.

Vice Chair Downes and Board member Conarroe volunteered for May 13, Board member Bernhard volunteered for June 10, Chair Dugan tentatively volunteered for August 12, and Grant Swift tentatively volunteered for September 9.

The Board discussed the location of the booth and items they need to have on hand for the booth such as maps of landmarked properties and walking tour, grant flyers, and grant applications. The Board asked that the Art Night Out Booth topic remain on the Update Memo each month.

**c. Election of Vice Chair (June 6)**

Chair Dugan asked the Board members to consider serving as Vice Chair.

**C. OTHER BUSINESS**

**a. Staff Updates**

Senior Planner Gerwing gave updates on the following items:

**Historic Preservation Cases Reviewed April 1-April 22, 2022**

**1. Non-Designed Demolition Review.**

- a. 105 W. Geneseo Street – Demolition of garage. The Demolition Review Committee referred the application to the Board. The Board continued the review to May 16, 2022.
- b. 707 S. Public Road - Demolition of 1908 building. The Demolition Review Committee approved the application, finding the extent of alterations has diminished its historic significance.

**2. Certificate of Appropriateness Review:**

- a. 608 E Geneseo Street – Restore outbuilding on the Pearce House property. The Demolition Review Committee referred the application for review by the Historic Preservation Board at a public meeting. The Board approved the request on 5-2-22.

**3. Landmark Designation Applications:** None reviewed.

**Historic Preservation Fund Balance.** Ms. Gerwing. stated the overall fund balance is \$64,415.

**2022 Historic Preservation Priorities/Work Plan.** Ms. Gerwing explained that the contractor for the Phase I of the Outbuilding Survey should have the work completed in September rather than August. Therefore, staff adjusted the Work Plan by moving the Board Tour of Past Projects and the Heritage Award Applicants from September to August.

**2022 Historic Building Improvement Grants.** Ms. Gerwing stated staff has received five applications. She asked whether existing Board members are eligible for this grant. The Board discussed concerns they have about being able to be impartial or appear impartial when making decisions regarding the grants for Board members serving on the Board.

**Motion**

*Vice Chair Downes moved that serving Board members are not eligible to apply for Historic Building Improvement Grants. Board member Swift seconded the motion. All voted in favor of the motion.*

**2022 Historic Preservation Board Retreat.** Ms. Gerwing stated the Board already discussed this item earlier in the meeting.

**Booth at Art Night Out.** The Board discussed having the Historic Building Improvement Grant applications at the Art Night Out booth and using that event to promote the grants. Because of the short turnaround time for people learning about the grant program at Art Night Out, the Board discussed extending the deadline for the grant applications. The Board extended the Historic Building Improvement Grant application deadline to Monday, May 23.

Staff indicated they would make the necessary updates for the extension on the website and social media and provide the Board with applications and flyers for the booth.

The Board discussed how to oversee donations they receive at Art Night Out. The Board agreed to stop accepting donations.

**287/Arapahoe Gateway Pillars.** Ms. Gerwing stated the staff update memo had the latest updates from Bill Meyers on the public forums regarding the pillars.

**City Hall Scanning Project.** Ms. Gerwing explained the following historical documents will be scanned during the City Hall scanning project: cemetery records, old minutes ledgers, and finance ledgers. Board member Conarro asked what happens to those historic documents once scanned. Ms. Gerwing stated she would follow up with the City Clerk to verify where the city will archive the original documents.

**b. Liaison Comments**

Vice Chair Downes spoke as the liaison representative for the Lafayette Historical Society and stated they are holding another lecture on the 9 Mile Corner at the Lafayette Library on Saturday, May 14, 2022 at 10:30 AM. She stated the curator is resigning and the Historical Society will plant a rose in their garden for John Krueger.

**c. Board Comments**

Chair Dugan thanked Vice Chair Downes for her service on the Board. She stated Ms. Downes has been an incredible resource, she is proud of the work she had done while serving on the Board, and she will miss her. Vice Chair Downes stated she has enjoyed serving on the Board.

Board member Bernhard asked about penalties for code violations. The Board discussed enforcement issues with code violations.

**V. UPCOMING AGENDA ITEMS**

1. 2022 Historic Building Home Improvement Grants

**VI. ADJOURNMENT**

Chair Dugan adjourned the meeting at 8:15 p.m.

ATTEST:

CITY OF LAFAYETTE, COLORADO

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Jana Easley, Staff Liaison  
Historic Preservation Board

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Kim Dugan, Chair  
Historic Preservation Board



## MEMO

**TO:** Historic Preservation Board  
**FROM:** Marcy Gerwing, Historic Preservation Staff Liaison  
**DATE:** June 6, 2022  
**SUBJECT:** Historic Preservation Building Improvement Grants

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**Background:** A call for Historic Building Improvement Grants was put forth by the Historic Preservation Board in late March with an application deadline of May 16, 2022. The deadline was later extended until May 23, 2022. The information which was distributed as part of the grant indicated there are grants available up to \$2,000 for historic building improvement projects that meet the following criteria:

Age: 50 years or older – According to the Boulder County Assessor, each of the main buildings on the submitted applications are 50 years old or older

Location: Within Lafayette city limits – All of the properties are in the city limits of Lafayette

Project Characteristics (must meet one or more of the following):

- a. Helps extend the life of the building.
- b. Reuses historic materials to the extent possible; if not possible, uses identical or similar ones.
- c. Removes non-historic features or materials to expose historic ones.

Additional information: Projects can be structural or cosmetic. Commercial buildings, houses, and outbuildings are eligible. Examples include, but are not limited to, foundation repair, window or door repair, weather sealing, painting, chimney repair, gutters, roof repair/replacement, reconstruction of historical architectural features, and restoration using historical materials.

**Applications:** A record number of 13 applications were received. Last year, there were 10, and in 2020, there were 4. A spreadsheet that includes project summaries and links to each application is included as Attachment A. The grant applications received this year include:



2022 Historic Building Improvement Grant Applications			
	Link to Application Materials	Grant Request	Scope of Work
1	<a href="#">105 W Geneseo Application</a>	\$2,000	Installation of gutters and downspouts
2	<a href="#">201 E Chester Application</a>	\$2,000	Window replacement (COA approved)
3	<a href="#">202 N Foote Application</a>	\$2,000	Restore carriage house
4	<a href="#">308 E Cleveland Application</a>	\$2,000	Repaint house
5	<a href="#">311 E Chester Application</a>	\$1,900	Porch reconstruction
6	<a href="#">315 W Baseline Application</a>	\$2,000	Replace interior and exterior door(s), repair window, flatwork to improve drainage
7	<a href="#">507 E Simpson Application</a>	\$2,000	(1) Renovate yard or (2) Replace windows
8	<a href="#">603 E Cleveland Application</a>	\$2,000	Paint and repair woodwork and porch; repair or replace front door
9	<a href="#">605 E Cleveland Application</a>	\$2,000	Repace non-original windows
10	<a href="#">609 E Cleveland Application</a>	\$2,000	Replace windows
11	<a href="#">610 E Chester Application</a>	\$350	Repair front stoop
12	<a href="#">705 S Roosevelt Application</a>	\$1,400	Replace siding; Replace interior subflooring
13	<a href="#">801 E Geneseo Application</a>	\$2,000	Repair foundation and roof trusses

**Criteria for Awards:**

**Criteria which can be considered by the Board for the Grant Award includes:**

- Longevity - Impact of project on lifespan of building
- Appearance - Use of historic materials where applicable
- Use of a Lafayette-based business or DIY
- Urgency of need will be assessed
- Research done on the property (Sources could include Carnegie Library, Miner's Museum contacts, Lafayette Historical Society, Lafayette's HPB website, Treeless Plains book, other local history books, old newspaper articles, etc.)
- Other relevant issues related to the project and site may be considered.

**Attachments:**

- A. Building Improvement Grant Spreadsheet with links to Application Materials
- B. List of HPB Grant Applications 2014-2021
- C. [Grant Assessment Sheet \(link\)](#)

HPB Historic Building Improvement Grants - 2022 Applications Recieved (open March 14-May 23)										Eligibility	
	Address	Project Amount	Grant Request	Scope of Work	Link to Application	Date of Construction (Assessor)	Designated?	Past Applicant?	Past Recipient?	Over 50 Years Old?	In Lafayette?
1	105 W Geneseo	\$5,000	\$2,000	Installation of gutters and downspouts	<a href="#">105 W Geneseo Application</a>	1900	No	No	No	Yes	Yes
2	201 E Chester	\$14,620	\$2,000	Window replacement (COA approved)	<a href="#">201 E Chester Application</a>	1908	Yes	No	No	Yes	Yes
3	202 Foote	\$6,000	\$2,000	Restore carriage house	<a href="#">202 N Foote Application</a>	1910	No	Yes; 2021	No	Yes	Yes
4	308 E. Cleveland	\$2,743	\$2,000	Repaint house	<a href="#">308 E Cleveland Application</a>	1905	No	No	No	Yes	Yes
5	311 E Chester	\$1,900	\$1,900	Porch reconstruction	<a href="#">311 E Chester Application</a>	1900	No	No	No	Yes	Yes
6	315 W Baseline	\$4,530	\$2,000	Replace interior and exterior door(s), repair window, flatwork to improve drainage	<a href="#">315 W Baseline Application</a>	1920	No	Yes; 2020	Yes; 2020	Yes	Yes
7	507 E. Simpson	\$1,700	\$2,000	(1) Renovate yard or (2) Replace windows	<a href="#">507 E Simpson Application</a>	1920	No	No	No	Yes	Yes
8	603 E Cleveland	\$3,343	\$2,000	Paint and repair woodwork and porch; repair or replace front door	<a href="#">603 E Cleveland Application</a>	1905	No	No	No	Yes	Yes
9	605 E. Cleveland	\$7,700	\$2,000	Repace non-original windows	<a href="#">605 E Cleveland Application</a>	1905	No	No	No	Yes	Yes
10	609 E. Cleveland	\$6,653	\$2,000	Replace windows	<a href="#">609 E Cleveland Application</a>	1956	No	No	No	Yes	Yes
11	610 E Chester	\$350	\$350	Repair front stoop	<a href="#">610 E Chester Application</a>	1908	No	No	No	Yes	Yes
12	705 S Roosevelt	\$1,543	\$1,400	Replace siding; Replace interior subflooring	<a href="#">705 S Roosevelt Application</a>	1955	No	No	No	Yes	Yes
13	801 E. Geneseo	\$15,000	\$2,000	Repair foundation and roof trusses	<a href="#">801 E Geneseo Application</a>	1900	No	No	No	Yes	Yes

**Total Amount Requested \$23,650**  
**Amount Bugeted \$8,000**

<b>Lafayette Historic Preservation Board</b>			
<b>Building Improvement Grants (2014-2022)</b>			
<b>Year</b>	<b>Address</b>	<b>Previous Applicant?</b>	<b>Awarded?</b>
2014	106 W Cannon		
2014	201 W Chester		
2014	207 E Simpson		
2014	209 E Cleveland		
2014	210 E Cleveland		Yes
2014	306 E Cleveland		
2014	311 W Simpson		
2014	404 E Canon		
2014	510 E Cleveland		
2014	600 E Simpson		Yes
2014	601 E Geneseo		
2015	409 W Geneseo		
2015	411 W Cannon		Yes
2015	601 E Geneseo	Yes	
2015	306 E Cleveland	Yes	
2015	510 E Cleveland	Yes	
2016	101 W Cannon		Yes
2016	400 W Cannon		
2016	504 S. Roosevelt		Yes
2017	307 W Cleveland		Yes
2017	209 E Cleveland	Yes	Yes
2018	104 N Harrison		
2018	112 W Geneseo		Yes
2018	209 W Simpson		Yes
2018	310 W Simpson		
2019	101 E Cleveland		
2019	108 W Geneseo		
2019	109 W Cannon		Yes
2019	201 E Emma		Yes
2019	304 E Simpson		
2019	315 W Baseline		
2020	201 W Chester	Yes	Yes
2020	302 W Simpson		Yes
2020	315 W Baseline	Yes	Yes
2020	510 E Chester		Yes
2021	102 W Chester		
2021	201 W Chester	Yes	Yes
2021	202 N Foote		
2021	300 E Cleveland		Yes
2021	311 W Simpson	Yes	Yes
2021	402 W Cannon		
2021	405 E Oak		
2021	407 W Cleveland		Yes
2021	601 E Geneseo	Yes	Yes
2021	704 E Baseline		

# Lafayette Historic Preservation Board

## Building Improvement Grant Assessment Sheet

Project: \_\_\_\_\_

### Assessment Criteria:

1. Will this project correct an urgent repair issue (e.g., active roof leak, collapsing foundation or other structural instability) or unsafe building condition?  
(1 to 5 points, with 5 points being very urgent): \_\_\_\_\_
2. To what degree will this project improve or extend the lifespan of the building?  
(1 to 5 points, 1 = not at all, 5 = significantly): \_\_\_\_\_
3. Will this project reuse, repair, or rehabilitate historic materials (e.g., removing vinyl siding to expose historic clapboard, or repairing original windows)?  
(1 to 5 points, with 1 = not at all, 5 = all historic materials): \_\_\_\_\_
4. Will new materials be compatible with the historic materials (e.g., new windows that match the style, material, method of construction, and/or size, of the original windows, or replacing a wood porch railing with a new wood railing that matches the style)?  
(1 to 5 points, 1 = not compatible, 5 = identical): \_\_\_\_\_
5. Does this project use a Lafayette-based business or homeowner as contractor?  
(1 to 5 points, 1 = none, 5 = all contractors are Lafayette based or the homeowner is acting as the contractor): \_\_\_\_\_
6. Has the applicant submitted any historical research on the property in conjunction with this application?  
(1 to 5 points, 1 = no documentation, 5 = extensive research): \_\_\_\_\_
7. Is this a landmarked property or is it potentially eligible for landmark status (this is not a determination of eligibility)?  
(1 to 5 points, 1 = not landmarked, likely not eligible, 5 = landmarked property): \_\_\_\_\_
8. Other relevant issues not identified or addressed by the other questions?  
(1 to 5 points): \_\_\_\_\_

**TOTAL:** \_\_\_\_\_



## HISTORIC PRESERVATION BOARD UPDATE MEMO

**MEETING DATE:** May 2, 2022  
**AGENDA TITLE:** Historic Preservation Board Update Memo  
**PREPARED BY:** Jana Easley, Planning Manager  
Marcy Gerwing, Senior Planner

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### **Purpose**

Beginning in March 2022, Planning and Building staff will include an Update Memo to the Historic Preservation Board in its meeting packets. The purpose is to provide a brief update on non-public hearing items, provide the current balance of the Historic Preservation Fund and the board's priorities. It is anticipated that additional staff and board discussion will occur during the meetings.

### **Historic Preservation Cases Reviewed April 22-May 26, 2022**

#### **1. Non-Designated Demolition Review**

- a. No demolition applications were reviewed within this period. Pending partial demolition review for 1412 Maid Marion Ct. will be included in July update memo.

#### **2. Certificate of Appropriateness Review**

- a. No COA applications were reviewed within this period.

#### **3. Landmark Designation Applications**

- a. No designation applications were reviewed within this period.

### ***Historic Preservation Fund Balance***

The Historic Preservation Board receives \$3,500 from the General Fund each year and approximately \$25,000 from a [tax on storage services](#). The city began collecting the tax on storage services in 2018. The unused portion of funds from the storage tax rolls over to the following year. The \$3,500 from the General Fund must be used before the Storage Tax Funds may be used.

**The current estimated Historic Preservation Fund Balance is: \$61,515 and the Historic Preservation General Fund Balance is \$2,900, for a total of \$ 64,415. The current anticipated costs in 2022 include:**

2022 Anticipated Costs

Date	Description	Vendor	Amount
February	Saving Places Conference	Colorado Preservation, Inc	\$600
January – December	Old Town Outbuilding Survey	Tatanka Historical Associates	\$23,400
November	Building Improvement Grants	Individual owners	\$8,000
<b>Total 2022 Anticipated Costs</b>			<b>\$32,000</b>
<b>Anticipated Year-End Balance</b>			<b>\$32,415</b>

2022 Historic Preservation Priorities

The 2022 Historic Preservation Work Plan was confirmed at the March 7 meeting. The table below tracks progress to date.

	Month	Staff Item	HPB Item	HP Plan Rec.	Progress to Date
<b>Q1</b>	January	Establish 2022 Work Program	Establish 2022 Work Program Appoint HPB chair, vice-chair and demolition review committee		Work Program accepted at 3/7 HPB meeting; Appointments; Kim Dugan (chair); Amanda Downes (vice chair); Doug Conarroe, Nicholas Berhard, Amanda Downes (Demo Review Committee)
	February	Attend Saving Places Conference		4.3b	Marcy Gerwing and 4 HPB board members attended 2022 Saving Places Conference 2/7-2/9
	<b>March</b>	<b>Kick-Off Outbuilding Survey; Begin Reconnaissance Survey</b>		2.1	Ron Sladek attended 3/7 HPB meeting to kick off Outbuilding Survey; began to gather background documents
<b>Q2</b>	April	<b>Complete organization of program files, update application forms and create process guides to clarify designation, demo and COA Processes</b>	Support creation of process guides	4.2	Organized 270 folders into six root folders and migrated to Sharepoint. Created Research Guide for property owners (posted online May 2022);  [Update application forms] [Process Guides for Demolition, Designation and COA Processes] [Add list of resources to website]
	<b>May</b>	<b>Facilitated Board Retreat (Saturday)</b> Support Historic Preservation Month activities	<b>Facilitated Board Retreat (Saturday 5/14)</b> <b>Award Building Improvement Grants</b>	4.3f	HPB Board Retreat held May 14 Art Night Out

			<b>Lead Historic Preservation Month activities</b>		
	June	Board Tour of Potential Historic Sites (i.e. Waneka Centennial Farm with LOSAC)			
<b>Q3</b>	July	Procedural Training with Planning Commission		4.6; 4.3	
	<b>August</b>	Board Tour of Past Projects and Heritage Award Applicants			
	September	<b>Complete Outbuilding Reconnaissance Survey; Begin Intensive-Level Survey</b>	Board Tour of and Past Projects and Heritage Award Applicants <b>Host Lafayette Heritage Awards and HPB Trivia Night (confirm month typically held)</b>	4.3a	<i>[Community engagement events are COVID-dependent]</i>
<b>Q4</b>	October	Complete Annual CLG Report		4.7	
	November	<b>Complete Outbuilding Survey; Set 2023 Historic Preservation Priorities/Ensure Compliance with the Preservation Plan</b>		4.2	
	December	Year in Review (could include tour, holiday party)			

***2022 Historic Building Improvement Grants***

The Board will review the Historic Building Improvement Grant Applications at the June 6, 2022 meeting. Thirteen applications were received, totaling \$23,650. HPB has budgeted \$8,000 for grants this year.

***2022 Historic Preservation Board Retreat***

The 2022 Historic Preservation Board Retreat was held Saturday, May 14. Notes will be circulated shortly.

***Art Night Out***

The first event on May 13<sup>th</sup> was a success!

<b>Date</b>	<b>Confirmed Volunteers</b>		<b>Notes</b>
May 13 – Chicano Heat	Amanda Downes	Doug Conarroe (after 5:30)	Kim Dugan may be there with kids
June 10 – Mama Lenny & the Remedy	Doug Conarroe	Nicholas Bernhard	

July 8 – Quemando	Whitney McClellan	Doug Conarro (after 5:30) and Lauren Kelley	
August 12 – Tier Two Live	Kim Dugan (tentative)	TBD	
September 9 – Cass Clayton Band	Grant Swift (tentative)	TBD	

***287/Arapahoe Gateway Pillars***

*Email from Bill Meyers dated 4-28-2022 forwarded to the board on May 26, 2022.*