

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

**Historic Preservation Board Meeting  
June 6, 2022**

**I. Call To Order**

Chair Dugan called the Lafayette Historic Preservation Board meeting of June 6, 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, and Board Members Nicholas Bernhard, Doug Conarro, Lauren Kelley, and Grant Swift.

Absent: Board member Whitney McClellan

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

**II. ELECTION OF VICE CHAIR**

Board member Conarro nominated Nicholas Bernhard for Vice Chair. Chair Dugan nominated Doug Conarro for Vice Chair. There were no other nominations. The Board marked their ballots. The results were inclusive. The Board voted again. Board member Conarro was voted in as Vice Chair.

**III. APPROVAL OF MEETING MINUTES FOR MAY 2, 2022**

*Board member Bernhard moved to approve the meeting minutes for May 2, 2022. Board member Swift seconded the motion. All voted in favor of the motion.*

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

Seth White, 311 E. Chester Street, Lafayette, expressed concern about staff reviewing the landmark criteria and making recommendations in the staff report. He stated it is the Board's job to review the criteria and come to a decision.

Chair Dugan explained this concern was discussed at their Retreat. She stated it is staff's job to review the application against the criteria and make a recommendation to the Board. The Board discussed the role of the Demo Review Committee and the Board's role.

**V. AGENDA ITEMS**

**A. APPLICATIONS – None.**

**B. DISCUSSION ITEMS**

**a. Historic Building Improvement Grants**

Senior Planner Marcy Gerwing gave a brief overview of the Historic Building Improvement Grant program. The deadline for application was May 23, 2022. Ms. Gerwing reviewed the grant program criteria which includes building age, location, and project characteristics.

Ms. Gerwing reviewed the following award criteria the Board may consider as they review the applications:

- 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.

Ms. Gerwing stated thirteen applications were received for the following addresses:

1. 105 W Geneseo
2. 201 E Chester
3. 202 Foote
4. 308 E. Cleveland
5. 311 E Chester
6. 315 W Baseline
7. 507 E. Simpson
8. 603 E Cleveland
9. 605 E. Cleveland
10. 609 E. Cleveland
11. 610 E Chester
12. 705 S Roosevelt
13. 801 E. Geneseo

Ms. Gerwing presented each of the applications to the Board. The Board asked questions of the applicant and/or staff before moving on to the next application. Following the review of the applications, each of the Board members named their top six applications. After additional deliberations the Board finalized their list and awarded eight grants as follows:

1. 202 N. Foote - \$2,000
2. 311 E. Chester St. - \$1,900
3. 201 E. Chester - \$2,000
4. 801 E. Geneseo - \$2,000
5. 610 E. Chester - \$350
6. 105 W Geneseo - \$1,000
7. 315 W. Baseline Road - \$1,000
8. 705 S. Roosevelt - \$1,000

The Board discussed their budget and workplan.

*The Board took a ten-minute recess at 7:55 p.m. and reconvened at 8:05 p.m.*

The Board discussed ways to improve the process for the Historic Building Improvement Grant program. Some of the changes/recommendations include improving the assessment sheets, require a full photo of the exterior of the structure, require the assessor card or have the assessor card available, and provide additional time for staff to review the applications and create a presentation.

**b. Board Retreat (May 14) Recap**

Planner Marcy Gerwing stated the facilitator prepared some notes recapping their discussions at the retreat and staff will forward them on to the Board as soon as possible.

The Board expressed their appreciation for the retreat stating it was educational, a good learning opportunity, and cleared up some gray areas.

**C. OTHER BUSINESS**

**a. Staff Updates**

Senior Planner Gerwing gave updates on the following items:

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

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

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

**2. Certificate of Appropriateness Review:** None reviewed.

**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 provided an update on the work plan.

**2022 Historic Building Improvement Grants.** Ms. Gerwing stated the Board reviewed the grant applications earlier in the meeting.

**2022 Historic Preservation Board Retreat.** The Board discussed this item earlier in the meeting.

**Booth at Art Night Out.** The next Art Night Out is June 10.

**Waneka Centennial Farm Tour.** Staff is working with Lafayette Open Space Advisory Committee to set up a tour of the Waneka Centennial Farm in July.

**Joint Procedural and Ethnics Training with Planning Commission/Historic Preservation Board.** Staff stated there will be a training session on July 27 for both Planning Commission and Historic Preservation Board.

**287/Arapahoe Gateway Pillars.** Ms. Gerwing stated staff forwarded the latest updates from Bill Meyers to the Board on May 26. Staff discussed possible locations the pillars could move to. Board member Bernhard gave kudos to the Lafayette Historical Society for their great presentations at the Library regarding the Gateway Pillars.

**b. Liaison Comments**

None.

**c. Board Comments**

Board member Bernhard thanked Amanda Downes for her service and time on the Historic Preservation Board. He stated he enjoyed working with her on the Board and valued her contributions. He noted Ms. Downes served as a substitute for the Demo Review Committee and the Board will need to replace that position.

Chair Dugan stated that Amanda Downes was very generous of her time, and she appreciated her service on the Historic Preservation Board.

Vice Chair Conarroe talked about the digital project.

Board member Swift noted he was recently appointed to the Lafayette Open Space Advisory Committee, and he asked what the process is for reapplying to the Historic Preservation Board as his term expires in August.

**VI. UPCOMING AGENDA ITEMS**

The Board discussed changing their July meeting date to July 11, 2022 since the first Monday of the month falls on the 4<sup>th</sup> of July holiday. The Board discussed a possible tour of the Waneka Centennial Farm with the Lafayette Open Space Advisory Committee on July 7 in place of a regular meeting.

**VII. ADJOURNMENT**

Chair Dugan adjourned the meeting at 8:40 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