



## 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.*

### NOTICE OF MEETING

This meeting will be conducted by electronic and telephonic means in order to protect the public health and safety according to a Declaration of Local Disaster Emergency issued by the Mayor of the City of Lafayette on March 17, 2020; and the City of Lafayette Resolution No. 2020-23, extending the Mayor's declaration until terminated by Council.

AUGUST 1, 2022

## A G E N D A

6:30 PM Historic Preservation Board

- I. OPENING OF REGULARLY SCHEDULED MEETING
  - A. Call To Order
  - B. Roll Call
- II. APPROVAL OF MEETING MINUTES FOR MAY 16 AND JUNE 6, 2022
- III. ITEMS FROM THE PUBLIC NOT ON THE AGENDA
- IV. AGENDA ITEMS
  - A. APPLICATIONS
    - a. None
  - B. DISCUSSION ITEMS
    - a. Election of Historic Preservation Demolition Review Committee Alternate
  - C. OTHER BUSINESS
    - a. Staff Update Memo
      - Check in on 2022 Work Plan
    - b. Liaison Comments
    - c. Board Comments
  - D. UPCOMING AGENDA ITEMS
  - E. ADJOURNMENT

## OPTIONS FOR ACCESSING THE MEETING

Those wishing to participate during “Public Input” may:

1.) Submit written comments to Staff Liaison at [Planning Staff](#).

Your remarks, if received by 3:00 pm on August 1, 2022 will be read into the record at the meeting.

2.) View the meeting on your computer at: [Video Conferencing](#)

During Public Input, use the “Raise Hand” icon to request to speak. When it’s your turn to speak, we will unmute your microphone.

3.) Call the meeting by dialing 1-877-853-5247 (toll free). Enter the meeting number **874 1577 9127** followed by #. During Public Input, you can press \*9 to raise your hand to request to speak. When it’s your turn to speak, we will unmute your microphone.

**Record of Proceedings  
City of Lafayette, Colorado**

**Historic Preservation Board Special Meeting  
May 16, 2022**

**I. Call To Order**

Chair Dugan called the May 16, 2022 Historic Preservation Board Special Meeting to order at 6:30 pm. This meeting was conducted via electronic participation due to the presence of Coronavirus disease 2019 (COVID-19) in Colorado and the City's Declaration of Local Disaster Emergency issued by the Mayor of the City of Lafayette on March 17, 2020 and City of Lafayette Resolution No. 2020-23 extending the mayor's declaration until terminated by City Council.

**Roll Call/Attendance**

Those attending included Chair Kim Dugan, Vice Chair Amanda Downes, and Board Members Nicholas Bernhard, Lauren Kelley, and Whitney McClellan

Absent: Board members Doug Conarro and Grant Swift

Others present included Senior City Planner Marcy Gerwing and Recording Secretary Michelle Verostko.

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

None.

**III. AGENDA ITEMS**

**A. APPLICATIONS**

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

Senior City Planner Marcy Gerwing introduced the application which is a request to demolish the garage at 105 W. Geneseo Street. She showed the location of the property, gave a brief history of the property, and showed photos of the garage.

Christi Godwin, 105 W. Geneseo Street, Lafayette, presented her request to demolish the garage at 105 W. Geneseo Street. She explained the current condition of the garage and her desire to make it a more stable and safe structure that she can use. She feels the building is a basic structure and does not have any architectural significance.

Ms. Gerwing presented staff's analysis of the review criteria for historic landmark designation of a property which is outlined in Section 47-17 of the Code. Staff found the application may meet *Physical Integrity Items (a)(1)a.2* - Retains original design features, materials, and/or character and *(a)(1)a.3* - Is in its original location or has the same historic context after having been moved and *Historical Significance – Social/Historic (a)(2)b.3* - Is associated with a notable person or the work of a notable person. The garage was constructed during the ownership of the Amicarella family, who is significant to Lafayette's history.

Ms. Gerwing stated that based on archival research, the garage was likely constructed around 1937 and remains largely intact to its original construction. The building is associated with the Amicarella family, who are significant to Lafayette's history; however,

staff considers the garage is not individually significant based on its lack of architectural, historic, geographic and informational significance.

Ms. Gerwing reviewed the Board's next steps.

Chair Dugan opened the public hearing at 6:45 p.m. No one addressed the Board. Chair Dugan closed the public hearing.

The Board reviewed the code criteria in Section 47-17. The Board found the application meet the following criteria:

*Physical Integrity*

- (a)(1)a.1 – Shows character, interest, or value as part of the development, heritage, or cultural characteristics of the community, region, state, or nation.
- (a)(1)a.2. – Retains original design features, materials, and/or character.
- (a)(1)a.3. - Is in its original location or has the same historic context after having been moved

*Historical Significance – Architectural*

- None

*Historical Significance – Social/Historic*

- None

*Historical Significance – Geographic/Environmental*

- None

*Historical Significance – Informational*

- None

The Board discussed their findings and whether the structure could be moved without being damaged.

**Motion**

*Vice Chair Downes moved to release the demolition permit for 105 W. Geneseo Street. The Board did not find strong evidence to pursue alternatives or to pursue landmark designation of the property. Board member Kelley seconded the motion.*

**Discussion**

*The Board discussed their disappointment in losing another outbuilding and what needs to be done to preserve outbuildings such as relocating them and coming up with incentives for homeowners to keep them from being demolished. The Board noted they have the Historic Home Improvement Grant up to \$2,000 that is available.*

**Vote:** All voted in favor of the motion.

**IV. ADJOURNMENT**

Chair Dugan adjourned the meeting at 7:15 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

**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 Ethnic 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



## HISTORIC PRESERVATION BOARD UPDATE MEMO

**MEETING DATE:** August 1, 2022  
**AGENDA TITLE:** Historic Preservation Board Update Memo  
**PREPARED BY:** Jana Easley, Planning Manager

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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 May 27-July 24, 2022**

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

- a. Partial demolition (removal of front porch) of the c.1900 house and full demolition of the c.1920 garage at 204 E. Cannon approved by the Demolition Review Committee 6-23-2022.
- b. Partial demolition (removal of siding on a street-facing wall) of a house constructed in 1968, located at 714 S. Belmont, approved by the Demolition Review Committee 7-5-2022.

#### **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             | \$11,250        |
| <b>Total 2022 Anticipated Costs</b> |                             |                               | <b>\$35,250</b> |
| <b>Anticipated Year-End Balance</b> |                             |                               | <b>\$29,165</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<br>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   |
|           | March    | <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);<br>[Update application forms]<br>[Process Guides for Demolition, Designation and COA Processes]<br>[Add list of resources to website] |
|           | May      | <b>Facilitated Board Retreat</b><br>Support Historic   | Facilitated Board Retreat  | 4.3f:        | HPB Board Retreat held May 14<br>HPB hosted booth at Art Night Out   |

|    |           |   |  |          |   |
|----|-----------|---|--|----------|---|
|    |           | Preservation Month activities   | Lead Historic Preservation Month activities  |          |   |
|    | June      | Award Building Improvement Grants (HPB)   |  |          | 13 grant applications received, and 8 grants awarded for a total of \$11,250.   |
| Q3 | July      | Board Tour of Potential Historic Sites (i.e. Waneka Centennial Farm with LOSAC)                                   |  | 4.6; 4.3 | Joint Tour with LOSAC of Waneka Farm held July 14   |
|    | August    | - <b>Procedural Training with Planning Commission</b>   |  |          | <b>TBD</b>  |
|    | September | Board Tour of Past Projects and Heritage Award Applicants   | - Board Tour of and Past Projects and Heritage Award Applicants<br>- <b>Host Lafayette Heritage Awards and HPB Trivia Night (confirm month typically held)</b> | 4.3a     | - <b>Tour?</b><br><br>- <b>Trivia night?</b><br><i>[Community engagement events are COVID-dependent]</i>  |
| Q4 | October   | Complete Annual CLG Report<br><br><b>Complete Outbuilding Reconnaissance Survey; Begin Intensive-Level Survey</b> |  | 4.7      | Phase I Reconnaissance Survey report presented to HPB; HPB selects properties for Intensive-level survey;<br><br>Phase II intensive-level survey begins |
|    | November  | Set 2023 Historic Preservation Priorities/Ensure Compliance with the Preservation Plan                            |  | 4.2      |   |
|    | December  | Complete Outbuilding Survey Year in Review (could include tour, holiday party)                                    |  |          | Final Outbuilding Survey presented  |

**Staffing Update**

Senior Planner Marcy Gerwing left our organization in July to lead the City of Boulder’s Historic Preservation program. After her short 5 months here, she wanted to express her appreciation for the board and commend the board’s efforts in preserving Lafayette’s history. If you would like to keep in touch, her new email address is [GerwingM@bouldercolorado.gov](mailto:GerwingM@bouldercolorado.gov).

**2022 Historic Building Improvement Grants**

The Board reviewed 13 Historic Building Improvement Grant Applications at the June 6, 2022 meeting and awarded 8 projects a total of \$11,250. The projects included:

Fully Funded

1. [201 E. Chester](#) - \$2,000 to replace windows
2. [202 N. Foote](#) - \$2,000 to restore a hollow clay tile accessory building
3. [311 E. Chester](#) - \$1,900 to reconstruct porch
4. [610 E. Chester](#) - \$350 to repair front stoop
5. [801 E. Geneseo](#) - \$2,000 to repair foundation and roof trusses

Partially Funded

6. [105 W Geneseo](#) - \$1,000 to install gutters and downspouts
7. [315 W. Baseline](#) - \$1,000 to repair windows and flatwork
8. [705 W. Roosevelt](#) - \$1000 to replace siding

The work must be completed by Nov. 30, 2022 and the next grant round will likely open in April 2022.

***Art Night Out***

Volunteers are needed for the August and September Art Night Out events.

| Date                              | Confirmed Volunteers    |   |
|-----------------------------------|-------------------------|---|
| May 13 – Chicano Heat             | Amanda Downes           | Doug Conarro (after 5:30)                   |
| June 10 – Mama Lenny & the Remedy | Doug Conarro            | 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) | Kim Dugan (tentative)                       |

***287/Arapahoe Gateway Pillars***

Update at meeting.

***Waneka Farm Survey***

Update at meeting.