



Historic Preservation Board

Donna Walker, Chairperson
Cristian Gonzalez-Torres Penny Rankin, Vice-Chairperson
Kathy Kvasnicka Marlene Stieber
Al Mowrer

Historic Preservation Board Agenda

Regular Meeting*

Fort Lupton City Council – 130 S. McKinley Ave.

Thursday, September 3, 2020 – 6:15 P.M.

(Order & Contents Subject to Change by Action of the Historic Board)

**To attend this meeting virtually (optional), please refer to the last page of the Agenda for instructions*

Call to Order – Roll Call

Approval of Agenda

Consent Agenda – Consent Agenda items are considered to be routine and will be enacted by one motion and vote. There will be no separate discussion of Consent Agenda items unless a member so requests, in which case the item may be removed from the Consent Agenda and considered at the end of Discussion Items.

- a. Approval of the Minutes of the August 6, 2020 Meeting

Public and Visitor Input – This portion of the Agenda is provided to allow members of the audience to present comments to the Board. The Board may not respond to your comments this evening, rather they may take your comments and suggestions under advisement or your question may be directed to the appropriate staff member for follow-up.

Action Items

- b. None.

Discussion Items

- c. Residential Interpretive Signage Project
- d. Cemetery Walk
- e. Trapper Days: Scarecrow Contest
- f. Monthly Historic Review Quiz

Future Business

- g. Next Board Meeting on October 1, 2020

Adjourn

VIRTUAL MEETING LOG-IN INSTRUCTIONS

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Historic Preservation Board Meeting Attendance Information

The meeting will be held at City Hall in the Council Chambers. You are welcome to attend either in person or remotely through GoToMeetings. For your safety and ours we will be enforcing social distancing protocols, including but not limited to, limiting the number of people allowed into Council Chambers at a time, encouraging the use of face masks, and requiring a six-foot separation. Additional instructions on meeting conduct will be provided prior to the start of the meeting.

Virtual Meeting Instructions

If you would like to participate remotely, we encourage you to test the phone number and links provided above prior to the start of the meeting, as each device requires initial adjustment. It is also recommended to log into the meeting early, and if you encounter any issues to call 303-304-4498 or email PlanningDept@fortluptonco.gov immediately.

When calling in, please be sure to mute your microphone on your computer, phone or tablet. Planning staff and/or the Chairman of the Historic Preservation Board will provide instructions on when and how comments can be made by the public virtually.

**RECORD OF PROCEEDINGS
FORT LUPTON HISTORIC PRESERVATION BOARD
August 6, 2020**

The Historic Preservation Board of the City of Fort Lupton met in session at the City Complex, 130 South McKinley Ave., the regular meeting place of the Historic Preservation Board, and virtually via GoToMeeting, on Thursday, August 6, 2020. Vice-Chair Penny Rankin called the meeting to order at 6:40 p.m. (the public presentation on the Fort Lupton Historic Residential Survey took place immediately prior the start of the meeting).

ROLL CALL

Those present were Members Penny Rankin, Kathy Kvasnicka, Al Mowrer, and Marlene Stieber. Also present was City Planner II Alyssa Knutson.

APPROVAL OF THE AGENDA

City Planner II Alyssa Knutson recommended that that Item G. to discuss the Monthly Historic Review Quiz be removed from the agenda. Vice-Chair Rankin requested an approval of the Agenda, with requested changes.

Member Marlene Stieber made a motion to approve the agenda as amended and it was seconded by Member Al Mowrer.

Motion passed unanimously.

APPROVAL OF THE CONSENT AGENDA

Vice-Chair Penny Rankin requested an approval of the consent agenda.

Member Mowrer made a motion to approve the consent agenda and it was seconded by Member Kvasnicka.

Motion passed unanimously.

PUBLIC AND VISITOR INPUT

City Planner Alyssa Knutson stated that she did not see anyone in the chambers. She asked if anyone on the online platform that was present wished to make comments not otherwise related to the agenda; seeing none, the public comment portion was closed.

ACTION ITEM

There were no action items.

DISCUSSION ITEMS

Historic Residential Survey – Phase II Presentation Recap

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The Board did not have further discussion on the presentation to add.

Residential Interpretive Signage Project

Member Stieber stated that the shop in Greeley is Fast Signs that may be an option to do the sign printing. Member Kvasnicka stated that the historic residential survey had information that will help with the project. Member Mowrer noted that the research database mentioned by the consultant during the presentation will also help. Member Kvasnicka mentioned that the project should be tabled until next year, and the Board agreed. Member Kvasnicka mentioned that there may be a Fast Signs in Brighton as well.

Cemetery Walk

Ms. Knutson noted the date changed to Saturday, October 10, 2020 from 2PM – 4PM. Ms. Knutson went over past volunteers for the Cemetery Walk and asked if the Board members knew who would still participate, and if they could contact them.

Member Mowrer mentioned that theater students from the school might be interested in doing the Cemetery Walk. Ms. Knutson asked if anyone wanted to volunteer to reach out to the school for this. Member Mowrer stated he would contact the drama teacher on this.

Trapper Days: Booth, Scarecrow Contest, Advertising Plaques

Ms. Knutson gave an update that the Scarecrow Contest was moving forward in collaboration with the Chamber of Commerce. She stated there are residential and business categories, and that Front Range Lumber will be donating “bases” to the business scarecrows to be displayed downtown. She added that there will be prizes.

Member Mowrer stated he thought the residential scarecrows would be in the Koshio Park for more exposure, but Ms. Knutson stated at this point the residential scarecrows are planned to be at individual houses.

Ms. Knutson said that there will be a scarecrow hashtag and advertising to draw people downtown for public voting on the business scarecrows. She wants to know if the Board wants to be the judges or if they want the public to vote for the residential scarecrows. Member Mowrer felt the public, and the Board agreed. Member Mowrer asked how people will know the voting is going on, and Ms. Knutson stated they are working on a registry form.

Member Stieber asked if it can go in the water bill, and Ms. Knutson stated that it is a little difficult to get that done. The Board mentioned advertising on the website and outdoor signage, and Ms. Knutson stated it would be.

Member Mowrer asked about the park to be used, and Ms. Knutson stated she would like to discuss with the other members of the group working on the project on logistics of doing it in the park.

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Member Mowrer asked about the dates for the scarecrow contest, and Ms. Knutson stated they are finalizing those details. Member Stieber thought it would be good to do a few weeks ahead of time so they are up for a while.

Monthly Historic Review Quiz

This item was removed from the Agenda, and not discussed.

FUTURE BUSINESS

Next board meeting on Thursday, October 1, 2020 at 6:15 p.m.

Cemetery Walk, Scarecrow Contest, Residential Interpretive Signage Project, Monthly Quiz.

A brief discussion was held on potential new grant application projects, including updating the ordinance.

ADJOURNMENT

Member Kathy Kvasnicka made a motion to adjourn the August 6, 2020 meeting at 7:06 p.m. and it was seconded by Member Marlene Stieber.

Submitted by:

Stephanie Darnell, Planning Technician

Approved by Historic Preservation Board

Donna Walker, Chairperson