



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, August 6, 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 July 2, 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. Historic Residential Survey – Phase II Presentation Recap
- d. Residential Interpretive Signage Project
- e. Cemetery Walk
- f. Trapper Days: Booth, Scarecrow Contest, Advertising Plaques
- g. Monthly Historic Review Quiz

Future Business

- h. Next Board Meeting on September 3, 2020

Adjourn

VIRTUAL MEETING LOG-IN INSTRUCTIONS

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/267829229>

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United States (Toll Free): [1 877 309 2073](tel:18773092073)

United States: [+1 \(646\) 749-3129](tel:+16467493129)

Access Code: 267-829-229

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<https://global.gotomeeting.com/install/267829229>

If you have issues getting into the virtual meeting, please email PlanningDept@FortLuptonco.gov or call (303) 304-4498 for assistance.

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
July 2, 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, July 2, 2020. Chair Donna Walker called the meeting to order at 6:17 p.m.

ROLL CALL

Those present were Chair Donna Walker, Members Cristian Gonzalez-Torrez, Kathy Kvasnicka, and Marlene Stieber. Also present was City Planner II Alyssa Knutson and Planning Technician Stephanie Darnell.

APPROVAL OF THE AGENDA

Chair Donna Walker requested an approval of the Agenda.

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

Motion passed unanimously.

APPROVAL OF THE CONSENT AGENDA

Chair Donna Walker requested an approval of the consent agenda.

Cristian Gonzalez-Torres made a motion to approve the consent agenda and it was seconded by Member Kathy 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 at 6:20 p.m.

ACTION ITEM

There were no action items.

DISCUSSION ITEMS

Historic Residential Survey – Phase II Updates

RECORD OF PROCEEDINGS
FORT LUPTON HISTORIC PRESERVATION BOARD
July 2, 2020

Ms. Knutson stated that the survey has been completed and the documents are available on the website.

Residential Interpretive Signage Project

Member Kathy Kvasnicka stated that she spoke with her sister and they talked about different approaches to doing the lettering. She stated that if we are going to paint the sign, then paint markers would be best. She stated that another option that seemed to be the best would be to take it to a sign shop that uses the material for street signs, that way if it's coated it's going to last longer and keep its color. She stated that she had the stencil lettering sitting near the window and they are already starting to fade. She stated that once everything opens back up, they should look at sign shops to do the sign lettering.

Member Marlene Stieber stated that the last she checked for the shop her son uses in Greeley they were closed and working from home. She stated she will check again though.

Member Kathy Kvasnicka suggested to table the item until next year since it's getting late in the year, businesses are still closed, and they wouldn't have anything ready by Trapper Days. She stated that it would be best to sit down with someone from a shop and discuss lettering and options.

Cemetery Walk

A brief discussion of when to hold the Cemetery Walk and character options took place.

The new date for the Cemetery Walk was decided on October 10, 2020 since Trapper Days may or may not happen.

Trapper Days: Booth, Scarecrow Contest, Advertising Plaques

The Fort Lupton Recreation Events Coordinator, Christy Romano, stated that they were going to try to do a hybrid, and the parade is still a big question mark. She stated that they are thinking about possibly having different activities going on around town that have a historical spin on them. She stated that these activities would have sign-up sheets that allow for the activities to continue.

Member Marlene Stieber stated that if they were to sponsor something for Trapper Days, then the Scarecrow Contest would be a good activity.

A brief discussion about incorporating the Scarecrow Contest in Trapper Days or around the time with the Cemetery Walk, marketing, and display options of the event took place.

Ms. Knutson stated that she will reach out to Ms. Romano to see what she can do to assist. She stated that the main goal will be to recruit reenactors for the Cemetery Walk.

There was a general consensus to have the Scarecrow Contest and the Cemetery Walk on the same day, October 10th, rather than on Trapper Days.

RECORD OF PROCEEDINGS
FORT LUPTON HISTORIC PRESERVATION BOARD
July 2, 2020

Monthly Historic Review Quiz

A discussion and quiz about the Secretary of Interior Standards and definitions took place.

FUTURE BUSINESS

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

Cemetery Walk, Scarecrow Contest, Advertising Plaques, Residential Interpretive Signage Project, Historic Residential Presentation, Monthly Quiz.

ADJOURNMENT

Member Kathy Kvasnicka made a motion to adjourn the July 2, 2020 meeting at 7:14 p.m. and it was seconded by Member Marlene Stieber.

Submitted by:

Stephanie Darnell, Planning Technician

Approved by Historic Preservation Board

Donna Walker, Chairperson