

**CITY OF BLACK HAWK  
HISTORIC PRESERVATION COMMISSION  
MEETING MINUTES  
TUESDAY, JULY 18, 2017**

**1) CALL TO ORDER**

The regular meeting of the Historic Preservation Commission was called to order by Chairman Hailey at 2:00 p.m. in the City of Black Hawk Council Chambers, 211 Church Street, Black Hawk, Colorado.

**Commission Members Present:** Lynnette Hailey, Chairman  
Tom Gish, Commissioner  
Larry Linker, Commissioner  
Curtis Linder, Commissioner

**Absent (Excused):** Patricia Torres, Vice Chairman

**Staff Members & Elected Officials Present:** Cynthia Linker, Community Planning & Development Administrator  
Sara Lang, HPC Secretary  
Tyler Lundsgaard, City's Owner's Representative (NV5)

**Public Present:** None

Chairman Hailey noted for the record that a quorum was present.

**2) CONFLICTS OF INTEREST**

*A. None*

**3) PUBLIC COMMENT**

*A. None*

**4) APPROVAL OF MINUTES**

**A. HPC Meeting Minutes – June 6, 2017**

Chairman Hailey opened this item for approval and requested a motion to approve the meeting minutes from June 6, 2017, as submitted. Commissioner Linder moved to approve the minutes as submitted, and was seconded by Commissioner Linker. There was no discussion and the motion passed unanimously.

**5) CONSENT AGENDA**

*A. None*

## 6) HISTORIC GRANT APPLICATIONS

### A. *Grant Project Updates:*

Mr. Lundsgaard provided updates on the current grant projects:

- **241 Dubois St.** – Big Valley is performing site work, forming concrete foundations and walls, framing and “squaring up” the house.
- **211 Horn** – The Kickoff Meeting took place on July 13<sup>th</sup>. Big Valley has received the Notice to Proceed and are getting a port-a-let and dumpster placed onsite. Next will come limited demolition and the removal of some trees on the property.
- **121 Marchant St.** – The Homeowner and the neighbor are working out a Boundary Line Agreement.
- **187 Clear Creek St.** – The property has now been officially transferred over to the Fellowship Benevolent Corporation.

**B. Exterior Paint Program** – Gonzales Custom Painting has finished their work at 185 Clear Creek and the homeowner is very pleased. Aspect Painting is currently painting 130 Chase. 235 Chase will be next. Aspect expects the remaining houses to take 3-4 days each. Mr. Lundsgaard has received a signed Temporary Construction Easement from the homeowner next to 251 Church for access during painting.

### C. *Guides to Program: Proposed Revisions* –

Administrator Linker provided a summary of the proposed revisions to the Rehabilitation Grant Guide to Program, as well as the Preservation Easement Guide to Program. The recommended changes:

- Provide updates to the definitions page to clarify common terms
- Incorporate program changes based on current and/or intended application
- Refine the scope and intent of the Categories of Assistance

Of particular note, the changes would:

- Clarify “historic habitable square footage” and “non-historic square footage”
- More clearly define what is to be included in the site work component (enhanced scope of work proposed for rock walls and outbuildings)
- Identify costs in non-historic square footage for which the homeowner is responsible.
- Explain the difference between hard or “direct” costs (labor and materials) and soft or “indirect” costs (overhead, management, fees and profit)
- State the process for confirming ownership of a property and the requirements for keeping a property in the queue after change of ownership.

Administrator Linker posed the following 7 questions to the Commission for discussion:

1. Do the proposed changes to the Rehabilitation Grant / Preservation Easement Guide to Programs strive to protect the historic integrity of historic properties?  
***HPC Response: If recommended changes to the historic structures are visible from the public Right-of-Way, HPC has not approved that in the past.***

2. Most outbuildings were built in the simpler wood materials of early years. Will the recommended changes for "Outbuildings" assure historic building materials and character-defining features will be protected and maintained?  
***HPC Response: It depends on the condition of the existing wood, but should be protected and maintained in its historic state as much as is possible. The Commission does not agree with residing historic outbuildings only to make them match the main house after renovation since the Standards state you should maintain the original historic look, if at all possible.***
3. Stone retaining walls appear in some areas where steep slopes occur. Do the changes to the rock wall section recognize the importance that these historic walls be retained and kept in good repair?  
***HPC Response: If it is found that the existing rock walls are serving their purpose, including assisting with drainage on the site, leave what was historically there in place.***
4. Where rock wall failure has occurred, do the changes adequately support defining the source(s) of the damage and allow the necessary repairs?  
***HPC Response: Repair as necessary and property owners should be encouraged to maintain rock walls so they stay in good shape.***
5. Do the changes clearly and adequately describe the programs requirements for Historic Square Footage, Non-Historic Square Footage and Site Work?  
***HPC Response: Yes***
6. Do any of the categories need further clarification or enhancing?  
***HPC Response: The Program should be clarified and evaluated after each Project in order to evolve and improve.***
7. Is the document user friendly, easy to navigate and understand?  
***HPC Response: Yes***

#### **RECOMMENDATIONS:**

Chairman Hailey asked if there were further questions. Hearing none, and based on what she had heard, she entertained a motion to recommend to the Board of Aldermen APPROVAL and ADOPTION of the two separate Guides to Programs for Rehabilitation Grant and Historic Preservation based on the criteria set forth in the staff report dated July 3, 2017. Amending the two separate Guides to Programs meets the intent of the criteria as outlined in Sections 16-328, 16-421 and 18-141 thru 18-144 of the Black Hawk Municipal Code.

Commissioner Linder moved to approve the Certificate of Appropriateness and Commissioner Gish seconded the motion. All Commissioners voted in favor of approval of the application as submitted.

***D. Secretary of Interior's Standards: Updated Treatment Guidelines*** – The National Park Service released an updated version of The Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring and Reconstructing Historic Buildings. The Secretary of the Interior's Standards have NOT changed, but rather this publication is an update on how to best interpret those standards. According to the NPS, "*The Guidelines have been updated to ensure that they continue to reflect best practices in historic*

*preservation, apply to 20th-century building types, materials, and systems now considered historic, and incorporate modern methods and technologies.”* Staff will print a copy for each of the Commissioners’ HPC Handbooks and bring them to the next HPC meeting. Administrator Linker suggested a training workshop to discuss the changes. Chairman Hailey agreed, as long as the training focused on what was new or different.

**7) CERTIFICATE OF APPROPRIATENESS**

**A. 130 Chase Street – Site Work**

Administrator Linker shared City Council’s decision (Resolution 41-2017) to approve the Certificate of Appropriateness application for the site work at 130 Chase as originally submitted by the applicant. The Commission discussed this decision among themselves.

**8) RECOMMENDATIONS FOR LOCAL HISTORIC DESIGNATION**

**A. None**

**9) COMPREHENSIVE PLAN AND/OR OTHER PLANS**

**A. None**

**10) COMMUNITY OUTREACH AND EDUCATION**

**A. “Building Colorado” Workshop Update**

Secretary Lang provided an update on the Fall Workshop scheduled for September 29, 2017. She has sent out a Save-the-Date message to all previous workshop attendees and will have the formal notice sent out via History Colorado’s Mark Rodman and Historic Preservation Consultant, Deon Wolfenbarger soon.

The workshop presenter, Paul Chinowsky, has done some initial research for the workshop and is now working on researching the properties he intends to discuss during the workshop. He plans to come up to the City to do a walk-through later this month.

**11) OTHER BUSINESS**

**A. HPC Advertisement**

An advertisement for open HPC seats was published in the Weekly Register Call on June 29 and July 6. There were no responses to the ad. Administrator Linker will take the three letters of intent to remain on the Committee (from Chairman Hailey, Vice Chairman Torres and Commissioner Gish) to City Council for approval later this month.

**B. HPC Expanded Role (Ordinance 2017-09)**

This resolution was shared with the Commissioners. Chairman Hailey suggested it be discussed in more detail at the next HPC meeting.

**C. CLG Report**

Secretary Lang is currently compiling this year's CLG report and will have a draft ready for the HPC to review at the next HPC meeting.

**D. North Clear Creek Water Treatment Plant: Grand Opening Event**

There will be a public tour of the brand new North Clear Creek Water Treatment Plant on Monday, July 31, 2017. Buses will transport people from Miner's Mesa to the plant and back. Secretary Lang asked the Commissioners to RSVP to her no later than July 20<sup>th</sup> if they would like to attend so she could give the organizers a head count.

**E. Underrepresented Communities Grant Program**

Staff shared a National Park Service funding announcement provided by Mark Rodman. Congress appropriated \$500,000 for grants that support "*survey, inventory and designation of historic properties in underrepresented communities*".

**F. New History Colorado Website**

History Colorado is updating their website. They are asking their regular users to test the beta version before the new website goes live later in 2017. The link was shared with the Commissioners.

**G. Federal Historic Tax Credit: Sign-on Letter**

Staff also shared a sign-on letter from the National Trust for Historic Preservation which Mark Rodman had forwarded to Administrator Linker.

**12) COMMISSIONER COMMENTS**

**A. None**

**13) ADJOURN**

With no other business, Chairman Hailey requested a motion to adjourn the meeting. Commissioner Gish moved to adjourn the meeting, seconded by Commissioner Linder at 2:35 p.m.

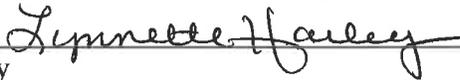
**RECOMMENDED AND APPROVED:**

**BY:**



Sara Lang  
HPC Secretary

**BY:**



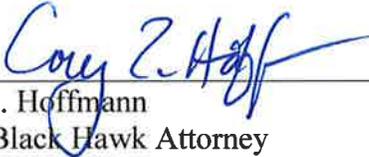
Lynnette Hailey  
City of Black Hawk Historic Preservation Commission - Chairman

**BY:**



David D. Spellman, Mayor  
City of Black Hawk Board of Aldermen

**BY:**



Corey Y. Hoffmann  
City of Black Hawk Attorney