

**CITY OF BLACK HAWK  
HISTORIC PRESERVATION COMMISSION  
MEETING MINUTES  
SPECIAL MEETING/TRAINING WORKSHOP  
TUESDAY, FEBRUARY 7, 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  
Patricia Torres, Vice Chairman  
Tom Gish, Commissioner  
Larry Linker, Commissioner  
Curtis Linder, Commissioner

**Staff Members & Elected Officials Present:** Cynthia Linker, Community Planning & Development Administrator  
Sara Lang, HPC Secretary  
Deon Wolfenbarger, Historic Preservation Consultant  
Scott McClelland, City's Owners Representative

**Public Present:** None present.

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

**2) MISCELLANEOUS BUSINESS**

**A. CPI Saving Places Conference 2017 – Recap**

Administrator Linker and Secretary Lang provided the Commissioners with a recap of the 2017 Saving Places Conference, which was held at the Colorado Convention Center in Downtown Denver February 1-3, 2017. Vice Chairman Torres and Commissioner Linker also attended the event.

- Overall, it was a successful event and the City of Black Hawk marketing materials (folders, displays and give-away items) were very well received. The caliber of classes was much improved from recent years.
- The CPI representatives were much more helpful this year, especially with the handling of the City's materials/boxes.
- Administrator Linker and Commissioner Linker feel it would be best if next year the City of Black Hawk Information table is manned by someone who has the background to speak knowledgeably on various topics associated with the City's Historic Preservation Easement Program Fund and how the gaming funds are utilized in the City and throughout the State. Administrator Linker has volunteered to man the Information Table.
- Administrator Linker was not pleased that City Manager Lewis was not properly introduced before his speech at the Western Heritage Luncheon. She

has asked the CPI representatives to come to Black Hawk for a debrief meeting on Friday, February 10, 2017 to discuss what went well and how it can be improved next year.

**B. 2017 CLG “Nuts and Bolts” Workshops**

Administrator Linker shared with the Commissioners a flyer she received from Mark Rodman detailing upcoming workshop opportunities, the closest being in Lakewood on May 16-17. Secretary Lang plans to attend that workshop.

**3) EDUCATION**

**A. HPC Annual Training and Review of Documents**

Administrator Linker reviewed the contents of the Commissioners’ HPC Handbook:

- HPC Bylaws and Administrative Regulations Governing the Historic Preservation Commission (2009)
- Home Rule Charter (2001) and Black Hawk Municipal Code -- specifically Chapter 16: Zoning
- Historic Preservation Easement Program Fund Guide to Programs (2016) -- specifically General Evaluation Criteria, pg 10

Historic Preservation Consultant Wolfenbarger reviewed:

- Secretary of the Interior’s Standards for the Treatment of Historic Properties
- City of Black Hawk Residential Design Standards (2011)
- Design Review Do’s & Don’ts: Top Ten List of No Nos

Administrator Linker reviewed:

- Colorado Certified Local Government Handbook (2016)

**4) COMMISSIONER COMMENTS**

Chairman Hailey noted that the documents included in the HPC Handbook are a valuable tool for the Commissioners and provide much useful information for a variety of topics reviewed by HPC. She recommended that the Commissioners further familiarize themselves with the various documents. Administrator Linker suggested the Commissioners bring their HPC Handbooks with them to all HPC meetings, but especially whenever a Certificate of Appropriateness is being reviewed.

**5) ADJOURN**

With no other business, Chairman Hailey requested a motion to adjourn the meeting. Commissioner Linker moved to adjourn the meeting, seconded by Commissioner Linder at 3:02 p.m.

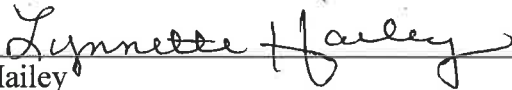
**RECOMMENDED AND APPROVED:**

**BY:**



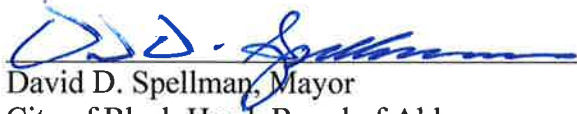
Sara Lang  
HPC Secretary

**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