



# **HISTORIC PRESERVATION COMMISSION**

## **Proceedings**

**November 14, 2011**

**919 7<sup>th</sup> Street  
Council Chambers  
4:00 p.m.**

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### **I. Call to Order**

Chair Clough called the meeting to order at 4:02 p.m. Commissioners Ramstack Brunswig, Foreman, Vielma, and Scott were present. (Commissioner Sanchez was absent.)

### **II. Welcome to New Historic Preservation Commissioner Dana Foreman**

Chair Clough welcomed Commissioner Foreman.

### **III. Approval of Agenda**

The agenda was approved as written.

### **IV. Approval of Minutes**

Chair Clough noted a few minor changes were needed for better clarity.

Commissioner Ramstack made a motion to approve the minutes as amended for the meeting held on October 10, 2011 as written. Commissioner Brunswig seconded the motion; the motion carried 6-0. (Commissioner Sanchez was absent.)

### **V. Public Input**

Linde Thompson, of Historic Greeley Inc., encouraged the attendance of the Commissioners at the Colorado Preservation, Inc. conference in February 2012, adding that is a great learning opportunity and promotes historic preservation.

**VI. Resolution Commending Marsha Davis for 4 Years of Service on the Historic Preservation Commission**

Chair Clough read the resolution into the record. Ms. Davis thanked the Commission and commented that she would stay involved in one of the projects.

**VII. Public Hearing: Request for Certificate of Approval, Café Panache sign, 821 10<sup>th</sup> Street**

**A. Applicant: Roger Brindisi, owner Café Panache**

Betsy Kellums, Historic Preservation Specialist, entered the report into the record as written. She explained the proposed project, the location of the building, the proposed sign, and alignment. She explained how the sign would enhance the building and is historically appropriate.

The applicant had nothing to add.

Chair Clough opened the public hearing at 4:13 p.m. There being no public input the hearing was closed at 4:13 p.m.

Commissioner Brunswig made a motion that, based on the application received and the preceding analysis, The Commission finds that the proposal to install a projecting metal sign over the middle storefront located at 821 10<sup>th</sup> Street of the property at 819-23 10<sup>th</sup> Street meets (1) Criteria a, c, e and f, and (2) Standards e and g of Section 16.60.110 of the Greeley Municipal Code, and therefore approve the Certificate of Approval. Commissioner Vielma seconded the motion. The motion carried 6-0. (Commissioner Sanchez was absent.)

**VIII. Legal training – Bob Choate, Assistant City Attorney**

Bob Choate, Assistant City Attorney, explained to the Commissioners that open meetings are considered if any three or more members are talking about city business including, but not limited to: conference calls, golf, and phone calls. The exception to this rule is executive sessions. Public hearings give the public a chance to give input.

Mr. Choate discussed open records. These records are kept by city staff, which has retention guidelines that they follow.

The next item was ethics and/or conflicts of interest. Financial conflicts would be considered if the Commissioner or an immediate family member would have the potential to gain financially. Personal conflicts would be relationships that could potentially get in the way. Legal conflicts can be from relationships, contracts, employment, leases, and business partners. If there appears to be a conflict, treat it as a conflict.

Chair Clough asked about the difference between recusing oneself from a meeting and disclosing an appearance of conflict. Mr. Choate responded that

recusing oneself is the simplest way to deal with appearance of conflict, or explaining why the situation is not a conflict. Mr. Choate suggested Commissioners call him if they have a question.

Mr. Choate discussed Commissioner liability and the quasi-judicial status of the Commission.

Commissioner Foreman asked if it is ok to refer someone directly to staff if approached about building renovations. Mr. Choate encouraged him to do so.

Mr. Choate explained that the RLUIPA section was set aside for a different meeting. He explained that Jeff Parins, Deputy City Attorney, is the expert on this information and could not attend the meeting today.

Commissioner Brunswig thanked Mr. Choate for the refresher. Mr. Choate said he wants to help who and where he can. Chair Clough said it was useful information.

#### **IX. Chair/Vice-Chair Elections**

Chair Clough opened the floor for Vice Chair nominations at 4:40 p.m. Commissioner Ramstack nominated Vice Chair Brunswig. Commissioner Foreman seconded the motion. The nominations ceased at 4:40 p.m. The motion carried 6-0. (Commissioner Sanchez was absent.)

Vice Chair Brunswig opened the floor for Chair nominations at 4:41 p.m. Commissioner Scott nominated Chair Clough to remain as chair. Commissioner Ramstack seconded the motion. The nominations ceased at 4:41 p.m. The motion carried 6-0. (Commissioner Sanchez was absent.)

#### **X. Historic Neighborhood Survey Reports**

The Commission briefly discussed the neighborhood survey project and determined that Chair Clough and Commissioner Scott would report on the Sunrise survey at the next worksession.

#### **XI. Committee Reports**

##### **A. Comprehensive Plan Implementation**

Chair Clough briefly summarized and discussed the Comprehensive Plan Implementation Committee report and highlighted several items identified as priorities for next year, such as an oral history workshop collaboration with the museums, continuing the neighborhood survey project, an incentives discussion, and other items. They also discussed the concepts of arts and entertainment districts in downtown. Staff is looking into those issues further. Chair Clough commended Commissioner Brunswig and Ms. Kellums for their service on the committee.

## **B. SD6 Resource Guide**

Nothing to report.

### **XII. Historic Preservation Commission Member Reports**

Commissioner Scott discussed the Cultural Affair Event about past and present immigrants that the Realizing Our Community office hosted. She said there was a good turnout and was well received. The event was wonderful, however the grant for Realizing Our Community is closing, so it is unknown if there will be an event next year.

Chair Clough discussed the First Baptist Church 100 Year Recognition. He said that there was a lot of participation from all branches of elected officials. The church gave him a coffee mug with a picture of the church on it. He suggested that might be a good idea for a fundraiser. Commissioner Vielma is working on getting costs for producing the mugs and will submit three quotes at the next worksession. Commissioner Scott commented that it fits in to what the Commission is looking for in an ongoing fundraiser for the bronze plaques.

Ramstack commended Chair Clough and Commissioners Scott, Brunswig and Davis on the neighborhood surveys.

### **XIII. Staff Reports**

Ms. Kellums told the Commission about the plans for the Loveland Historic Preservation Commission meeting on Monday, November 21<sup>st</sup> at 6:00 p.m. She will send out the meeting location information.

Ms. Kellums suggested a Commission committee to draft guidelines and criteria for the Historic Preservation awards. The committee could draft guidelines or the Commission could do it at a worksession. Chair Clough thought establishing this committee was a good idea.

Ms. Kellums told the Commission about a free webinar series about Section 106.

She reported that the Colorado Preservation, Inc. board voted to make Downtown Greeley a "save" on the Endangered Places List. Ms. Kellums indicated the official announcement will be at the February conference. She gave background on the listing of Downtown Greeley as an endangered place, primarily due to urban sprawl and lack of historic integrity. They briefly discussed publicity, including a ceremony and article in the *Greeley Tribune*.

Ms. Kellums informed the Commission of the Winter Farmers' Market, inside of the Atlas Church on the first and third Saturdays of the Month, through April 22<sup>nd</sup>.

Ms. Kellums stated that a total of 801 people participated in the Historic Preservation events in 2011. She thanked the Commission for their support.

She added that brown bag lunches are lined up for 2012 as well as the walking tour topics, and the Historic Preservation reception and awards. Staff would like input for the following years' events, particularly for Historic Preservation Month. Chair Clough commended Ms. Kellums for the success of the 2011 events.

Ms. Kellums discussed having a holiday reception for the Commission following the December 12<sup>th</sup> meeting.

#### **XIV. Adjournment**

There being no more business, the meeting was adjourned at 5:13 p.m.

  
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Marshall Clough, Chair

  
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Betsy Kellums, Secretary