

**CITY OF BLACK HAWK
HISTORIC PRESERVATION COMMISSION
MEETING MINUTES
TUESDAY, DECEMBER 8, 2015**

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
Curtis Linder, Commissioner
Larry Linker, Commissioner

Absent (Excused): Patricia Torres, Vice Chairman

Staff Members & Elected

Officials Present: Cynthia Linker, HPC Secretary
Sara Lang, Admin. Assistant/Permit Technician
David Spellman, Mayor
Deon Wolfenbarger, Historic Preservation Consultant

Public Present: None present.

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

2) HOLIDAY GIFT DISPERSEMENT

A. *Presentation by Mayor Spellman*

Mayor Spellman presented the Commission members with a holiday bonus and thanked them for their dedication and service.

3) CONFLICTS OF INTEREST

A. *None*

4) APPROVAL OF MINUTES

A. *HPC Meeting Minutes – September 15, 2015*

Chairman Hailey opened this item for approval and requested a motion to approve the meeting minutes from September 15, 2015, as presented. Commissioner Linder moved to approve the minutes as presented, and was seconded by Vice Chairman Torres. There was no discussion and the motion passed unanimously.

5) CONSENT AGENDA

A. *None*

6) HISTORIC GRANT APPLICATIONS

A. None

7) CERTIFICATES OF APPROPRIATENESS

A. None

8) RECOMMENDATIONS FOR LOCAL HISTORIC DESIGNATION

A. Chairman Hailey noted that Mayor Spellman did a great job on the research for City Hall's Designation. It is a lengthy, detailed chronology from 1877-1878. The only item not included was that City Hall sits on ground owned by Selak and is possibly on the site of the old Union House Brewery. This requires further research in the Gregory Mining District books to confirm.

The HPC consultant and City staff will complete the application using the research and will schedule an HPC final review (via email or meeting) and once approved, a resolution will be presented to City Council for approval in the New Year.

B. Mayor Spellman asked if the City could designate an entire street (not the structures/houses on the street). He has completed research on the City streets of Marchant, Dubois and Cooper and plans to complete research on the remaining City streets in the future.

Consultant Wolfenbarger stated that in addition to structures, object can also be designated and that a street should fall into that category. Further investigation into this possibility will be done by City staff.

9) COMPREHENSIVE PLAN AND/OR OTHER PLANS

A. None

10) COMMUNITY OUTREACH AND EDUCATION

A. *"Historic Preservation Facts" flyer*

Chairman Hailey presented the revised version of the flyer for the Commissioners for final review. Chairman Hailey moved to include the final flyer in the City Council packet for their information. Commissioner Linder seconded the motion. Once City Council has had a chance to view the flyer, the Planning Department will get official copies printed.

11) OTHER BUSINESS

A. *CPI Saving Places Conference and other Training Opportunities for 2016*

Administrator Linker reported that the benefits for the Gold Level Sponsors have been cut in half this year (from 10 free registrants and lunches down to 5) with no notification. She had a conference call with the CPI Executive Director and the Events Manager to discuss the reduction in benefits and shared the details of this conversation with the Commissioners. The CPI Executive Director suggested the City increase their sponsorship to the Platinum Level (+ \$2500) in order to obtain some, but not all, of the previous benefits. The Commissioners weighed the pros and cons of

sponsoring the conference this year, whether or not they felt there is any real return on the City's investment. Consultant Wolfenbarger noted that the City had received a great deal of positive feedback from the Historic Wood Workshop. The Commissioners came to a decision that more benefit would come from using the money slotted for the CPI sponsorship for training and for hosting additional in-house workshops.

Chairman Hailey recommended that the City of Black Hawk not be part of the CPI Saving Places conference this year and asked Administrator Linker to draft a list of alternative training opportunities for the Commissioners, as well as workshop topic ideas. One idea that was suggested was removing paint/stucco from brick and use City Hall Landmark Designation to get paint removed from exterior. Commissioner Linder made a motion to withdraw from the 2016 CPI conference and Commissioner Gish seconded the motion. Administrator Linker stated that she would take this recommendation to the City Manager and City Council.

B. National Commission FORUM

Administrator Linker shared a flyer for the National Commission FORUM in Alabama (July 2016). The Commissioners decided it would not be worth the expense to attend this event.

C. Certified Local Government (CLG) Grant – Historic Wood Workshop—Final Report

Administrative Assistant, Sara Lang, is putting the finishing touches on the Final Progress Report and Final Financial Report for the CLG Grant. The feedback from this workshop has been overwhelmingly positive with multiple requests that another workshop be held in the future.

D. Residential Design Guidelines --DRAFT

Consultant Wolfenbarger is working on a draft for the Residential Design Guidelines in order for the City to have answers established prior to issues arising. She hopes to have the text portion of the project ready by the end of December. Administrative Assistant Lang will then assist with formatting the document for final review/approval.

E. 2016 Grant Projects

Administrator Linker provided an update on the houses coming up for renovation in 2016 and 2017:

- 400 Chase Street: in the Design stage now and will begin construction in 2016
- 211 Horn Street: the requested appraisal was done and submitted to the mortgage company, but the subordination application agreement has not yet been approved by HUD. Due to the delays, this house will not go under construction in 2016.
- 241 Dubois Street: will be up for design in 2016 and under construction in 2017.

Administrative Linker also reported that with the learning experiences the City gains from each project, the program is ever-evolving. Some new features going forward will include:

- ◆ an “Own Your Own Project” guide (with embedded links to design catalogs/sites) will ask the Homeowner to look at design options and make some decisions about preferences prior to the initial meeting with the Interior Designer and Architect in order to reduce the number of hours spent showing the Homeowner all of the design options.
- ◆ a mandatory email address & access to the Internet will be required in order to make effective communication with the City possible. She suggested an iPad tablet be purchased to have available as a loaner and/or provide access to the computer & screen in upstairs conference room to any Homeowner with no computer of their own.

12) COMMISSIONER COMMENTS:

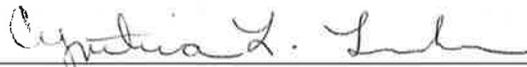
A. None

13) ADJOURN

With no other business, Chairman Hailey adjourned the meeting, seconded by Commissioner Linder at 2:48 p.m.

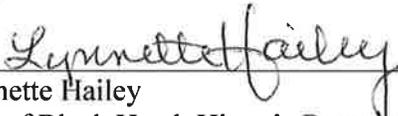
RECOMMENDED AND APPROVED:

BY:



Cynthia L. Linker
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