

**CITY OF BLACK HAWK  
HISTORIC PRESERVATION COMMISSION  
SPECIAL MEETING MINUTES  
TUESDAY, FEBRUARY 27, 2018**

**1) CALL TO ORDER**

The special 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  
Curtis Linder, Commissioner  
Larry Linker, Commissioner  
Tom Gish, Commissioner

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

**Staff Members & Elected Officials Present:** Cynthia Linker, Community Planning & Development Administrator  
Sara Forbes, HPC Secretary

**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 – November 21, 2017*

Chairman Hailey opened this item for approval and requested a motion to approve the meeting minutes from November 21, 2017, as submitted. Commissioner Linder moved to approve the minutes, and was seconded by Commissioner Gish. There was no discussion and the motion passed unanimously.

**5) CONSENT AGENDA**

*A. None*

**6) HISTORIC GRANT APPLICATIONS**

*A. Grant Project Updates:*

Administrator Linker provided updates on the current grant projects:

- **241 Dubois St** –With the exception of a few outstanding exterior items which will need to be completed once the weather warms up, the project is complete.
- **211 Horn St** – The house is dried in, drywall has been hung and the interior paint has begun. The non-historic portion of the shed was demolished and the 2 sides of the shed have been re-sided. Rough utilities are in. As soon as the weather warms up, concrete and rockwall work will begin. The historic siding found encased in the walls has been reused on the enclosed porch. Project should be complete sometime in May.
- **Grant Program** – The Grant Program (including all applications for rehab or emergency grants) has been suspended indefinitely. The internal audit by Peak Program Value (PPV) continues. PPV has finished Phase 1A. City Council will review the report on February 28<sup>th</sup> and then, if approved, PPV will move into Phase 1B.

## 7) CERTIFICATES OF APPROPRIATENESS

### *A. Demolition of Two Non-Historic Sheds and a Non-Historic Garage located at 510 Chase Street and another Non-Historic Shed at 520 Chase Street.*

These sheds and garage are associated with 531 Chase Street and all are the property of the City. They were not included in the original National Park Service inventory/count, and were considered to be non-historic and non-contributing. The Gilpin County Assessor's office had no record of their construction, but an effective construction date of 1984 was listed on the property record.

These outbuildings are within the National Historic Landmark District boundaries, but there is a discrepancy between the USGS map coordinates and the legal description which puts these outbuildings outside of the District.

All of the buildings were constructed out of corrugated metal and plywood. For this reason, the City did not have any asbestos testing done on these materials.

This application was reviewed under Municipal Code Section 16-368. HPC needs to make a recommendation to City Council who will meet on February 28, 2018. Administrator Linker did note for the record that neither the City's Residential Guidelines nor the Secretary of the Interior's Standards contain any guidelines for the demolition of non-contributing/non-historic properties. Given the effective date of construction (1984), the Historic Preservation Consultant did not believe these outbuildings are historic and believes there would be no impact on the District if they were demolished. Therefore Staff recommends that the Commission approve the application for demolition.

A discussion ensued regarding the lack of visibility of these structures from the street.

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** of the Certificate of Appropriateness for the Demolition of one (1) non-historic, non-contributing garage and two (2) non-historic, non-contributing sheds at 510 Chase Street and one (1) non-historic, non-contributing shed at 520 Chase Street based on the criteria set forth in the staff report dated February 16, 2018. The Certificate of Appropriateness application for 510 Chase Street and 520 Chase Street meets the intent of the criteria outlined in Sections 16-368 and 16-431 of the Black Hawk Municipal Code. The City of Black Hawk's Residential Design Guidelines and the Secretary of the Interior's Standards for Rehabilitation do not specifically address the demolition of non-historic and non-contributing structures.

Commissioner Linker seconded the Chairman's motion and it passed unanimously.

#### **8) RECOMMENDATIONS FOR LOCAL HISTORIC DESIGNATION**

##### **A. None**

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

##### **A. Updates to the Comprehensive Plan**

Administrator Linker notified the Commission that the Mayor, City Manager and City Attorney, along with the consultants at Baseline Engineering, are working on updates to the City's Comprehensive Plan. She noted that there would likely be a workshop with City Council on this topic in the future, and that the revised Comprehensive Plan would eventually come before HPC for review/recommendation for approval.

#### **10) COMMUNITY OUTREACH AND EDUCATION**

##### **A. City-Wide Clean-Up Day: Thursday, May 24, 2018 (Rain or Shine)**

Secretary Forbes provided an update on the planning for this year's Clean-Up Day:

- The Mayor has decided there will be no branded gifts given out this year
- There will be a raffle drawing for gift cards. A discussion was made about the dollar amounts on the gift cards (larger amounts are nice, but it means less cards and less winners). The Commissioners agreed that it would be best to get all \$25 gift cards this year.
- Additional Clean-Up Day t-shirts (like those given out last year) will be available for those who did not participate last year and for those who have misplaced their original t-shirt.
- Secretary Forbes has contacted the casino and small business representatives to confirm they will be participating again this year, as well as donating breakfast food and beverages.
- JKQ BBQ will once again cater the event. Staff took feedback from the 2017 comment sheets and suggests we serve hamburgers, hot dogs/brats and sides. The Commissioners agreed with this. The caterer will provide one grill, and the Fire Department has offered a second grill. Volunteers from HPC and City Council will be manning the grills.
- Large item pick up will, once again, be offered to residents on Wednesday, May 23<sup>rd</sup>.

**B. Fall Preservation Workshop Possibilities**

Administrator Linker informed the Commission that she had directed Secretary Forbes to ask Mark Rodman for recommendations for a workshop speaker who could cover the topic of Reviewing Historic Interiors. Administrator Linker noted that there is a great deal of interest in this topic within the Historic Preservation community.

Mr. Rodman provided the name of Jennifer Welleck of the National Park Service who is known for interior reviews. Administrator Linker has provided this recommendation to the City Manager who will run it by City Council this week.

Secretary Forbes will pursue other options if City Council decides not to proceed this topic. Chairman Hailey requested that Staff send an email to the Commission letting them know what was decided and with a list of possible workshop dates.

**11) OTHER BUSINESS**

**A. Public Officials Liability Training: Wednesday, April 25<sup>th</sup> at 2:00 pm –**

Administrator Linker confirmed that three of the Commissioners are able to make that date, but that alternative arrangements will need to be made for Commissioner Linder.

**B. HPC Stipend –** Administrator Linker notified the Commission that City Council decided that the HPC stipend (for meetings and for training) would remain at \$50.00.

**C. Election of Chairman and new Vice Chairman –** As required in the Bylaws, the annual election of Chairman and Vice Chairman was conducted. By unanimous vote, Chairman Hailey was re-elected to continue in her leadership role. Vice Chairman Torres has let Administrator Linker know that, due to her new work schedule, she will be unable to attend meetings for the foreseeable future. Commissioner Linder nominated Commissioner Linker to become the new Vice Chairman. He accepted the nomination and was voted in unanimously. The term is for one year from the date of appointment at which time the next annual election will take place.

**D. Preservation Brief 50: Lightning Protection for Historic Structures**

Chairman Hailey stated that she found this brief very interesting and suggested all of the Commissioners take the time to read it over.

**E. Changes to the Historic Tax Credit**

Administrator Linker pointed out that the City has never had to review any tax credits, but that she was just passing this along for their information.

**12) COMMISSIONER COMMENTS**

**A. None**

**13) ADJOURN**

With no other business, Chairman Hailey requested a motion to adjourn the meeting. Commissioner Linder moved to adjourn the meeting, seconded by Commissioner Gish at 2:19 p.m.

**RECOMMENDED AND APPROVED:**

**BY:**



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Sara Lang Forbes  
City of Black Hawk Historic Preservation Commission - Secretary

**BY:**



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Lynnette Hailey  
City of Black Hawk Historic Preservation Commission - Chairman

**BY:**



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

**BY:**



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Corey Y. Hoffmann  
City of Black Hawk Attorney

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