

## **Historic Preservation Board Meeting** Minutes – August 7, 2007

Present: Zebulon Miracle, Tom Streff, Patti Hoff, Kathy Jordan, Bill Cort, Yvonne Piquette and Michael Menard

Also Present: Kristen Ashbeck, City Neighborhood Services

The Board welcomed new DDA representative, Patti Hoff.

**MINUTES OF MAY 15, 2007 MEETING:** Tom Streff made a motion to approve the minutes as drafted. The motion passed unanimously on a second by Bill Cort.

**FOLLOW-UP ON KENT, ALLEN and McCLINTOCK PLOTS:** Kristen provided a memo that had been sent to Kathy Portner, Neighborhood Services Manager, to request a 2008 budget line item of \$500 to match a Colorado Historical Society (CHS) grant application for a restoration feasibility assessment for the plots. If the budget is approved, the Historic Preservation Board could begin work on the grant application. Assessment grant applications may be submitted to CHS at any time.

### **INFORMATIONAL LETTER TO 7<sup>th</sup> STREET HISTORIC DISTRICT**

**PROPERTY OWNERS:** Kathy Jordan suggested that the Board be more proactive with preservation educational materials for owners of historic property owners. She suggested a start would be to send a letter with some sources of information to new and/or existing residents in the 7<sup>th</sup> Street Historic District.

The Board discussed creating a broader educational program that could assist all owners of historic properties. Many ideas were suggested, some of which were assigned to Board members to further research and outline for discussion at a future Board meeting.

- Draft sample letter to property owners: Kathy and Patti
- Design Guideline Overlay Ideas: Tom
- Open House/Library Materials: Michael and Yvonne
- Information to Real Estate Agents: Bill
- Rentals and compartmentalizing homes: Patti

Some other educational suggestions included: a booth at the Home & Garden Show; general article in the City Newsletter; coordinate some educational activities with 2008 Archaeology and Historic Preservation Month.

**OTHER BUSINESS:** Board members would like to be apprised of the progress of the Downtown Plan which is to begin this fall. Patti stated that the DDA Board should have some briefings and will update the Historic Board at a future meeting.

Tom Streff suggested that the Board tour of the Hospice Miller Homestead now that it is completed. Kristen will schedule a date with Hospice for the October Board meeting.

The meeting adjourned at 5:00pm on a motion by Yvonne Piquette and second by Kathy Jordan.