



**A G E N D A**  
**Historic Preservation Board**

**Tuesday, October 4, 2016 4:00 pm**  
**City Hall – Community Development Conference Room**  
**250 North 5<sup>th</sup> Street, 1<sup>st</sup> Floor**

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- 1 Minutes of August 25, 2016 Meeting (attached)**
- 2 Highway 50 Heritage Corridor Project Update**  
**Guest: Kate Graham, Colorado Canyons Association**
- 3 Other**
  - Downtown Historic Building Markers
  - Expiring Board Terms

## Historic Preservation Board Regular Meeting

Minutes – August 25, 2016

Present: Chris Endreson, Jon Schler, Jody Motz and Troy Reynolds (proxy)

Not Present: Shane Allerheiligen, Scott Wolford and David Bailey

Also Present: Kristen Ashbeck, City Community Development

Public Present: Matthew Motz, 716 North 7<sup>th</sup> Street; and Joe Hatfield, 407 North 7<sup>th</sup> Street

The meeting was called to order at 5:00 pm at City Hall by Chair Endreson.

**Minutes of March 1, April 5 and May 3, 2016 Meetings.** Jon Schler made a motion to approve the minutes of the March 1, April 5 and May 3, 2016 meetings as written. The motion passed unanimously (4-0) on a second by Jody Motz.

**Public Hearing – Certificate of Appropriateness Application.** Jody Motz disclosed that she is the mother of the applicant but had no financial or other interest in the application. The Board agreed there would be no conflict of interest and accepted Jody's participation in the decision-making. Kristen then presented the application by owner Matthew Motz to obtain a Certificate of Appropriateness. The request is to install a skylight on the back side of the house on the second floor roof on the home at 706 North 7<sup>th</sup> Street.

The applicant recently purchased and is in the process of rehabilitating the home at 706 North 7<sup>th</sup> Street. Currently, there is a single family house and two out buildings on the property. The applicant is proposing to add a skylight to the back side of the house on second floor roof to provide additional natural lighting to living space on the second floor.

Kristen stated that, per section III.A. of the North Seventh Street Historic Residential Guidelines and Standards, the home at 706 North 7<sup>th</sup> Street, historically known as the Pabor House/Pansy Cottage, is considered a Contributing Structure. Section VII.9. of the Guidelines and Standards states: The visual impact of skylights and other rooftop devices visible to the public should be minimized; these should be located toward the rear of a house.

Ms. Ashbeck then stated that the applicant is proposing to locate the 2' by 4' skylight on the back side of the house on the second floor roof. It will be a flat skylight rather than a bubble style skylight which will minimize its visibility. In addition, for much of the year, this portion of the roof is not visible due to vegetation on the property. Thus, the proposal meets this guideline and staff is recommending approval of the Certificate of Appropriateness.

Chair Endreson invited Mr. Motz to provide any additional information. Mr. Motz stated he is in the process of rehabilitating the home and discovered a leak in the second floor roof. Installation of the skylight will help repair the leak as well as provide additional natural lighting to the second floor of the home.

Chair Endreson then opened the hearing to the public in attendance. Mr. Joe Hatfield stated he was attending to support the application and had no further comment.

Chair Endreson closed the public comment and invited Board comment on the proposal. Jon Schler stated that the proposed skylight was in the best location to be unobtrusive yet provide natural light as discussed. Chris Endreson agreed that the proposal meets the Standards and Guidelines as documented.

Kristen stated that Troy Reynolds had provided a vote in writing in favor of the proposal and that the Board could decide whether to accept his absentee vote. Since no further evidence had been presented during the hearing that Mr. Reynolds had not been privy to, the Board decided it was acceptable to include Troy's 'yes' vote.

Jon Schler made a motion: Mr. Chairman, on item COA-2016-396, an application for a Certificate of Appropriateness for a proposed skylight at 706 North 7<sup>th</sup> Street, I move we approve the proposal as presented. The motion passed unanimously including Mr. Reynold's vote on a second by Jody Motz (4-0).

Jon Schler asked whether some of these types of proposals with minimal modifications could be approved some other way than having to call a meeting or approved by staff. Kristen stated that it had been discussed at the time of adoption of the Guidelines and Standards and the decision was to take everything forward to the Board for decision and that, at some point, if there got to be many of these smaller proposals, an alternative could be discussed. The Board could begin to look at this if desired.

#### **Other**

- First Church of Christ, Scientist Window Grant – Kristen report that the Church had been awarded a grant from the State Historical Fund to restore the windows at the Church.
- Kristen is continuing to work with Joe Hatfield on developing sign regulations for the 7<sup>th</sup> Street historic district and a proposal has been provided to the Downtown Development Authority (DDA) as property owners of R-5 school. Once a version is acceptable to the DDA, Joe Hatfield will follow up with the rest of the property owners in the District for approval to move forward for adoption.
- The one expiring Board term this December is Jon Schler who is term limited. Joe Hatfield stated that a new owner in the 7<sup>th</sup> Street District, Ron Parron, has expressed interest. Kristen stated there was also interest from local historian, Priscilla Magnall and the City Clerk's office may have some applications on file. There are two terms expiring at the end of 2017 – Scott Wolford and Jody Motz.
- Chris and Jon reported that the historic marker subcommittee is moving ahead and has approval of most of the property owners. Installations should be this Fall.

Jon Schler made a motion to adjourn the meeting which was seconded by Jody Motz. The meeting was adjourned at 4:45 pm.