



**HISTORIC ADVISORY BOARD
AGENDA
FEBRUARY 22, 12:00 PM
VIRTUAL MEETING**

<https://us02web.zoom.us/j/82920867715?pwd=NWZkT0pVVURhN1lQczZTOTMzRC9FUT09>

Webinar ID 829 2086 7715

Phone 646-558-8656

Passcode 691389

Call to Order

Roll Call

Agenda Changes

Approval of Minutes

- December 7, 2020

New Business

- Discussion and possible action on Resolution 21-01
- Discussion and possible action on the relocation of the main entrance of the 1897 House located at 286 Main Street
- Discussion and possible action on contribution of \$1,000 toward Elizabeth Chamber of Commerce Visitors Guide for two pages on historic preservation in Elizabeth
- Discussion on amendments to historic preservation ordinance and establishment of downtown historic district
- Discussion on Historic Walk and Talk

Staff Reports

Board Reports

Adjourn



**HISTORIC ADVISORY BOARD – RECORD OF PROCEEDINGS
DECEMBER 7, 2020**

CALL TO ORDER

The Regular Meeting of the Historic Advisory Board was called to order on Monday, December 7, 2020 at 12:05 PM by Chair Cecilia Farin.

ROLL CALL

Present by virtual meeting were: Chair Cecilia Farin and Board Members Connie Lehman, John Quest and Mona Moffitt. There was a quorum to conduct business.

Also present were Assistant Town Administrator Grace Erickson and Deputy Town Clerk Harmony Malakowski.

AGENDA CHANGES

There were no changes to the agenda as presented.

MINUTES

Motion by Mr. Quest, seconded by Ms. Lehman, to approve the minutes from November 16, 2020.

The vote of those Board Members present was unanimously in favor. Motion carried.

NEW BUSINESS

Discussion and possible action on Section 106 review and recommendation to applicant regarding telecommunications tower at 377 E Kiowa Avenue

Motion by Mr. Quest, seconded by Ms. Moffitt, to approve the Section 106 letter for submittal stating no adverse effect to nationally designated historic resources with the addition that the Historic Advisory Board will request to review the concept on a local level before permits are issued.

The vote of those Board Members present was unanimously in favor. Motion carried.



Election of 2021 Chair

Motion by Chair Farin, seconded by Ms. Lehman to elect Mr. Quest as Chairperson for 2021. The vote of those Board Members present was unanimously in favor. Motion carried.

Election of 2021 Vice Chair

Motion by Ms. Lehman, seconded by Mr. Quest to elect Chair Farin as Vice Chairperson for 2021.

The vote of those Board Members present was unanimously in favor. Motion carried.

REPORTS

- Ms. Erickson will send out the 2021 meeting schedule
- Ms. Erickson reminded board to pick up holiday gifts at Town Hall
- Ms. Lehman gave a report regarding the Old Stone Church presentation to the Board of Trustees
- Ms. Moffitt suggested staff reach out to John Malone regarding the Old Stone Church as a possible charity project
- Mr. Quest suggested that staff look into the International Building Code regarding hazardous buildings

ADJOURNMENT

Chair Farin moved to adjourn meeting at 12:38 PM. The vote of those Board Members present was unanimously in favor. Motion carried.

Chair Cecilia Farin

Deputy Town Clerk Harmony Malakowski

**TOWN OF ELIZABETH
HISTORIC ADVISORY BOARD
RESOLUTION 21-01**

**A RESOLUTION ESTABLISHING A DESIGNATED PUBLIC PLACE FOR
THE POSTING OF MEETING NOTICES PURSUANT TO C.R.S. § 24-6-
402(2)(c)**

WHEREAS, C.R.S. § 24-6-402(2)(c) requires the Historic Advisory Board to annually designate the public place for posting notices to comply with the Colorado Open Meetings Law, C.R.S. § 24-6-401, *et seq.* (the "Open Meetings Law");

WHEREAS, consistent with House Bill 19-1087, the Historic Advisory Board hereby desires to post notice of the Board's public meetings not only in physical locations, but also on the Town's website as the Town's official online presence to the greatest extent practicable; and

WHEREAS, the notice must have specific agenda information, posted no less than twenty-four (24) hours prior to the meeting, must be accessible at no charge to the public, must be searchable by type of meeting, date of meeting, time of meeting and agenda contents, shall link to any social media accounts of the local public body, shall provide the address of the website to the Department of Local Affairs, and shall designate a public place within the boundaries of the local public body at which it may post a notice no less than twenty-hours (24) hours prior to a meeting if it is unable to post a notice online in exigent or emergency circumstances such as a power outage or interruption in internet service that prevents the public from accessing the notice online.

NOW THEREFORE BE IT RESOLVED BY THE HISTORIC ADVISORY BOARD OF THE TOWN OF ELIZABETH, COLORADO AS FOLLOWS:

Section 1. Designation. The Historic Advisory Board of the Town of Elizabeth, in compliance with C.R.S. § 24-6-402(2)(c) of the Open Meetings Law, hereby designates the Town website at www.townofelizabeth.org as the official place for posting notices. The Historic Advisory Board may additionally post notices at Town Hall, located at 151 South Banner Street, and any Town social media accounts. If there is a known power outage, known interruption of internet service, or an emergency meeting, the Main Street Board of Directors may post a physical notice at the public entrance of the Town Hall located at 151 South Banner Street.

PASSED, APPROVED, and ADOPTED this ____ day of _____, 2021, by the Historic Advisory Board of the Town of Elizabeth, Colorado, on first and final reading, by a vote of _____ for and _____ against.

John Quest, Chair

ATTEST

Michelle M. Oeser, Town Clerk

Relocating Front Door 1897 House

Request from Linda Bulmer and Jennifer Fleming
Owners of the Nest, 1897 House, 286 South Main Street
Designated Local Historic Site: Resolution 01R15

Historical Committee,

We respectfully submit this plan to your committee,

We would like to relocate the front door of the 1897 House to the front of the building again. Historically the front door was facing Main street but with changes and additions to the house over the years was moved to an entrance on the side of the house. Currently, to obtain access to the house you must go through a gate, down two concrete stairs, and enter through a 2'6" door. We would like to restore the entrance to the front of the building for the following reasons:

- Historically the door was in the front of the building
- Widen the door to approximately 3' and eliminate the need to go, through a gate and down two concrete stairs for easier access for individuals with mobility issues
- Create another exit from the building for fire and safety reasons
- Create more inviting access to building for the public off Main Street

Thank you for your time and consideration on this improvement to The 1897 House.

With Kind Regards,

Linda Bulmer and Jennifer Fleming

Recommendation

This project should be taken into consideration as the alteration preserves the building's historic character, form, significant materials, and features. It is compatible with the massing, size, scale, and design of the historic building while differentiated from the historic building.

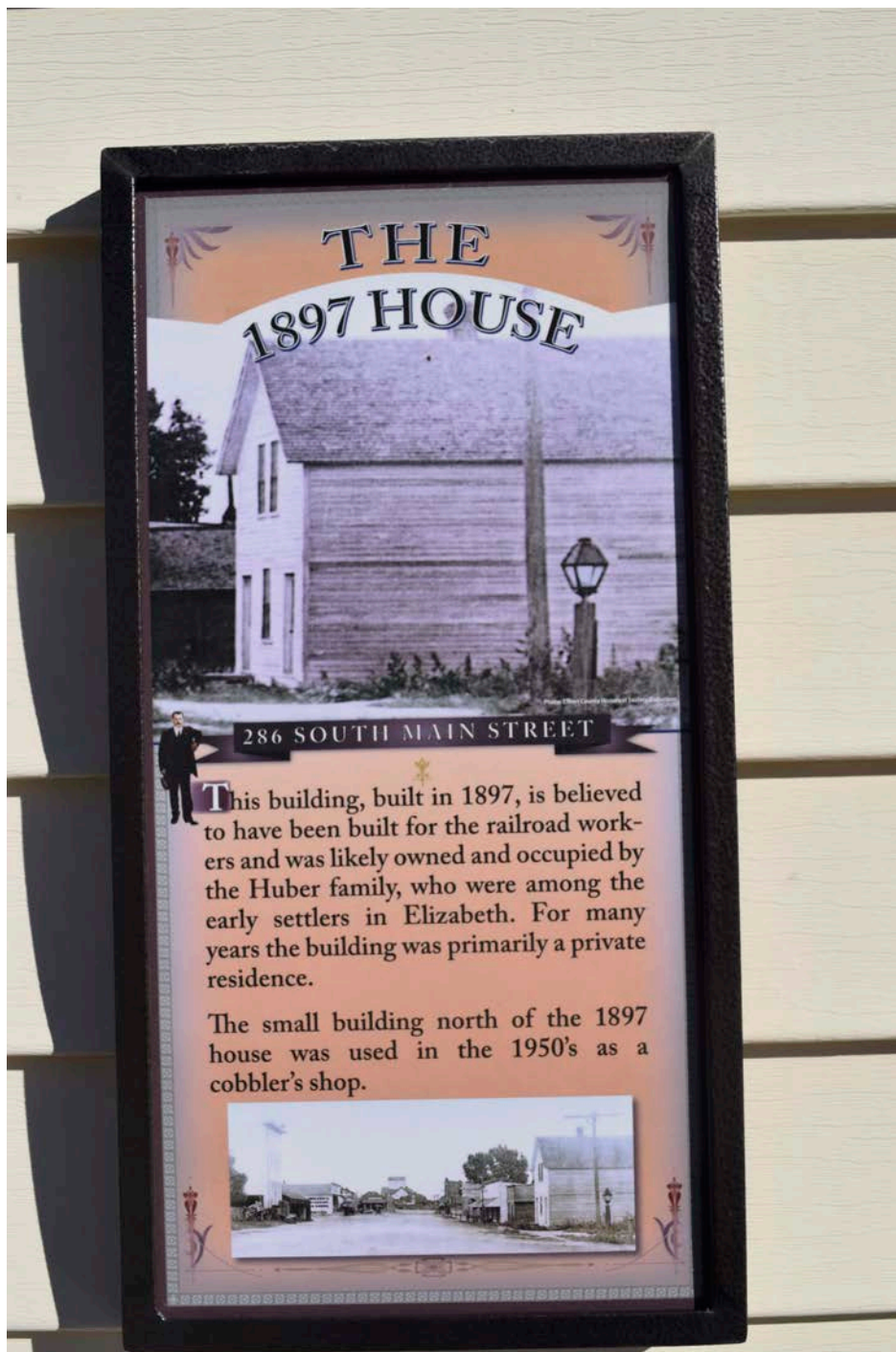
The original building had entrance(s) facing Main Street, however, according to and seen our recent survey on the following pages, the "date is unknown" when the existing addition was attached to the south end of the original structure altering the main entrance and changed to the gate and 2 stairs on the south of the building.

The relocated entrance should be designed and constructed so that the essential form and integrity of the historic building would remain if the addition were to be removed in the future.

Staff recommends a motion to approve the relocation of the main entrance of The 1897 House located at 286 Main Street as requested.

Attachments

Old Town Elizabeth Survey Form_286 Main Street
Resolution 01R15



mainsts0286-10.tif

286 S Main St, Elizabeth, Elbert County, CO; view to east; detail of historical plaque on west side of commercial building; photo by Mary Therese Anstey.

January 21, 2019 at 3:21:02 PM

COLORADO CULTURAL RESOURCE SURVEY INVENTORY

Historical and Architectural Reconnaissance



Official eligibility determination (OAHP use only)

Date _____ Initials _____

_____ **Determined Eligible- NR**

_____ **Determined Eligible- SR**

_____ **Needs Data**

_____ **Eligible District - Contributing**

IDENTIFICATION

1. Property Name: **The 1897 House**
2. Resource Classification: Building Structure Object Sites/Landscape
3. Ownership: Federal State Local Non-Profit Private Unknown

Historic Current Other

LOCATION

4. Street Address: **286 South Main Street**
5. Municipality: **Elizabeth**
6. County: **Elbert**
7. USGS Quad: **Elizabeth** Year: **1994** Scale: **7.5**
8. Parcel Number: **8418109003**
9. Parcel Information: Lot(s): **4-6** Block: **2** Addition: **Elizabeth Amended** Year: **1889**
10. Acreage: **.227**
12. Location Coordinates: City-Provided UTM's: **13; 534876; 4356829** NAD83
 OAHP UTM's: _____

DESCRIPTION

13. Construction Features (forms, materials): *use terminology from Lexicon*

Stories	Style/Type	Foundation	Walls
Two	Late Victorian	Unknown Type Concrete	Synthetics/Vinyl
Windows	Roof	Chimney	Porch
Casement, double-hung, slider. Some may be original wood.	Gabled Roof/Front Gabled Roof Asphalt Roof/Composition Roof	No	No

Optional: additional description (plan/footprint, dimensions, character-defining and decorative elements of exterior and interior; alterations, additions, etc.): **Decorative shutters**

14. Landscape (important features of the immediate environment):
- Garden Designed Landscape Parking Lot Sidewalk Seating
 Mature Plantings Walls Driveway Fence Other:

Describe other, if checked:

**FIELD ELIGIBILITY
RECOMMENDATION**

To be completed by the surveyor

- Determined Eligible - Local Landmark
- Determined Eligible - NR
- Determined Eligible - SR
- Eligible Local Landmark District-Contributing
- Eligible NR District - Contributing
- Needs Data
- Not Eligible

RECORDING INFORMATION

Survey Date:

11/16/2018

Surveyed By:

Dr. Mary Therese Anstey

HistoryMatters, LLC

Project Sponsor:

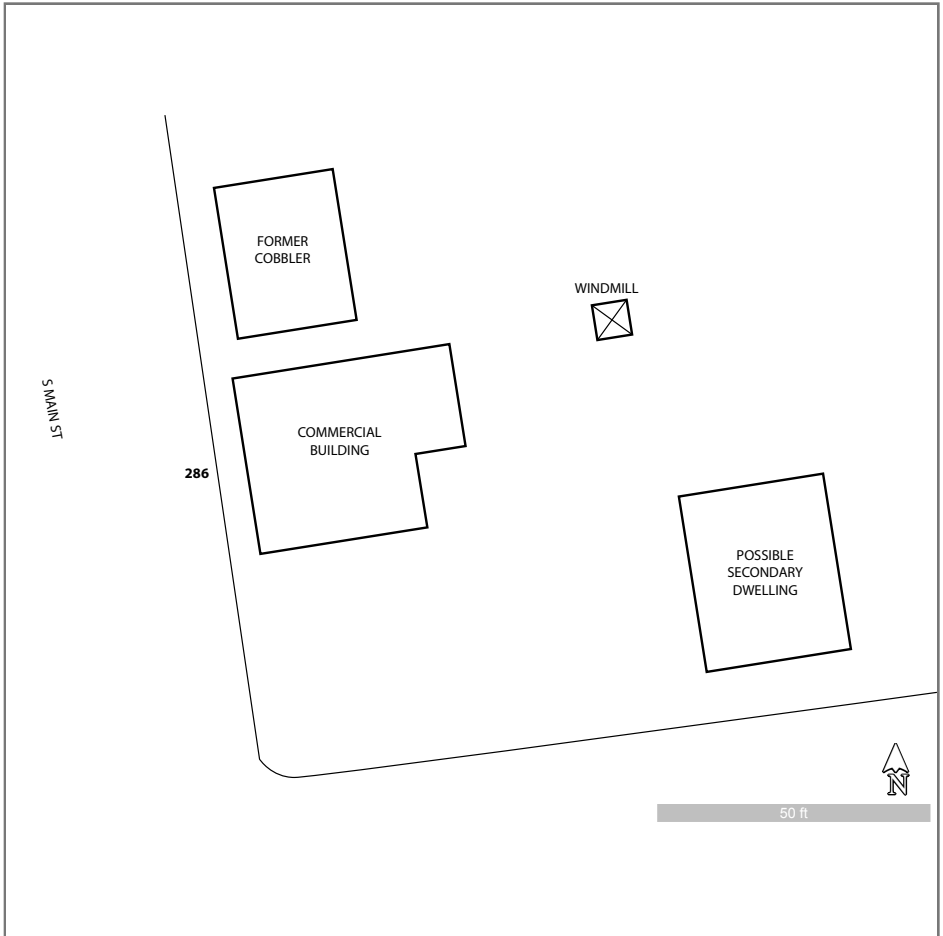
Town of Elizabeth/ CLG

Photograph Log:

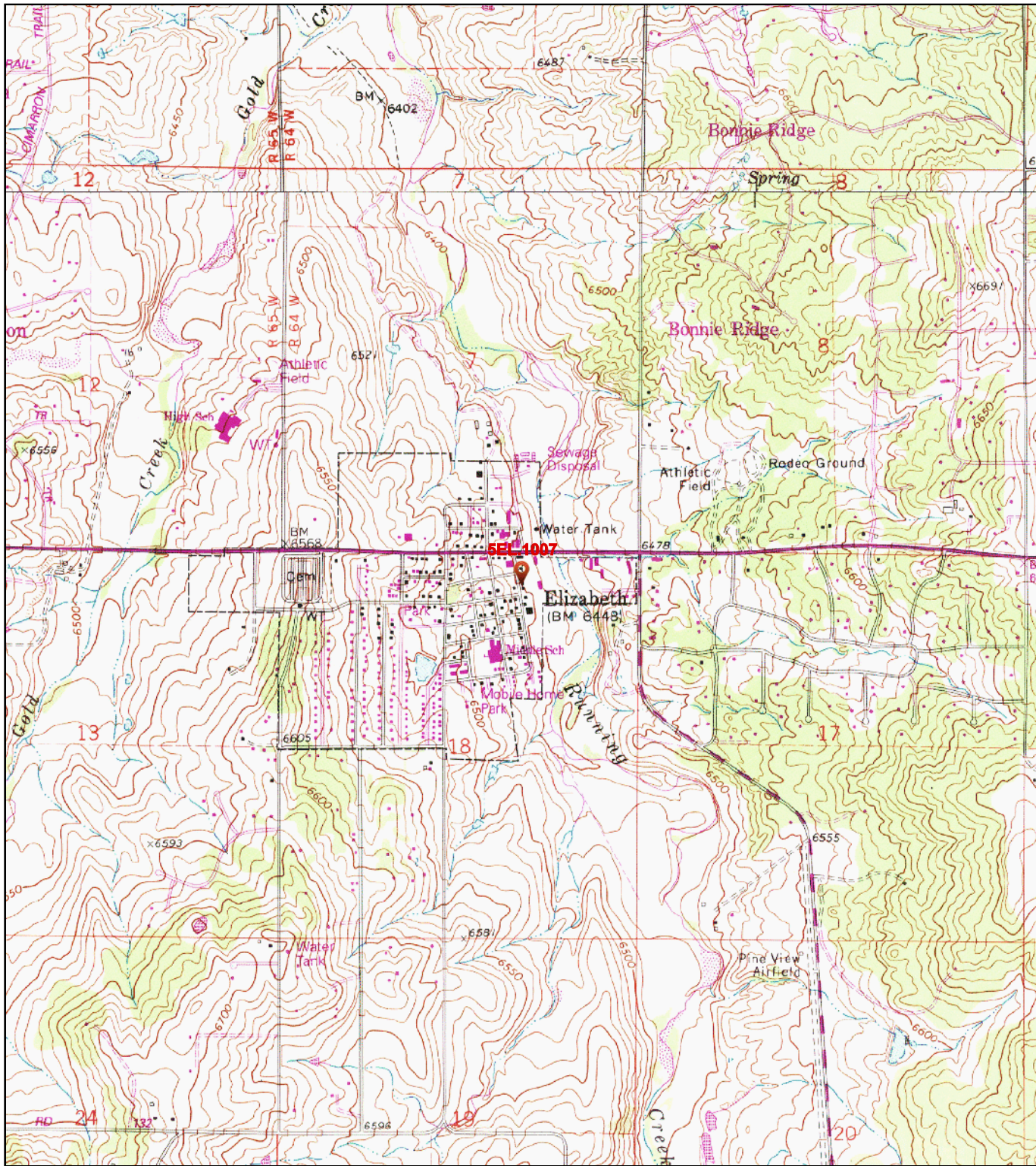
mainsts0286-1.tif through

mainsts0286-10.tif

SKETCH PLAN *include approximate scale*



LOCATION MAP



Source: U.S. Geological Survey 7.5' Elizabeth - 1994



mainsts0286-01.tif

286 S Main St, Elizabeth, Elbert County, CO; view to east; west side of commercial building; photo by Mary Therese Anstey.

November 16, 2018 at 3:01:34 PM



mainsts0286-02.tif

286 S Main St, Elizabeth, Elbert County, CO; view to northwest; south and east sides of commercial building; photo by Mary Therese Anstey.

November 16, 2018 at 3:44:01 PM



mainsts0286-03.tif

286 S Main St, Elizabeth, Elbert County, CO; view to southeast; north side of commercial building; photo by Mary Therese Anstey.

November 16, 2018 at 3:48:02 PM



mainsts0286-04.tif

286 S Main St, Elizabeth, Elbert County, CO; view to west; east side of commercial building; photo by Mary Therese Anstey.

November 16, 2018 at 3:45:15 PM



mainsts0286-05.tif

286 S Main St, Elizabeth, Elbert County, CO; view to northeast; south and west sides of cobbler shop (commercial building at left and windmill in background); photo by Mary Therese Anstey.

November 16, 2018 at 3:01:24 PM



mainsts0286-06.tif

286 S Main St, Elizabeth, Elbert County, CO; view to northwest; south and east sides of cobbler shop (commercial building at left); photo by Mary Therese Anstey.

November 16, 2018 at 3:45:29 PM



mainsts0286-07.tif

286 S Main St, Elizabeth, Elbert County, CO; view to northeast; south and west sides of possible secondary dwelling (windmill in background); photo by Mary Therese Anstey.

November 16, 2018 at 3:43:30 PM



mainsts0286-08.tif

286 S Main St, Elizabeth, Elbert County, CO; view to southwest; north and east sides of possible secondary dwelling; photo by Mary Therese Anstey.

November 16, 2018 at 3:45:01 PM



mainsts0286-09.tif

286 S Main St, Elizabeth, Elbert County, CO; view to east; windmill; photo by Mary Therese Anstey.
November 16, 2018 at 3:48:47 PM



RESOLUTION 01R15

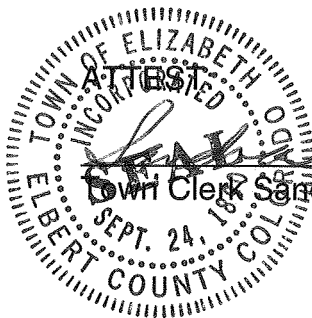
A RESOLUTION DESIGNATING 286 MAIN STREET AS AN HISTORIC SITE

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF ELIZABETH, COLORADO AS FOLLOWS:

Section 1. The Town of Elizabeth hereby designates the 286 Main Street as an Historic Site.

PASSED, APPROVED, and ADOPTED this 22nd day of May, 2001, by the Board of Trustees of the Town of Elizabeth, Colorado, on first and final reading by a vote of 7 for and 0 against.

Wendell C. Wilson
Mayor Wendell C. Wilson



Sandra K. Tweedy
Town Clerk Sandra K. Tweedy

Elbert County 80105
80105
Town of Elizabeth



TO: Honorable Mayor and Board of Trustees
FROM: Grace K. Erickson, Assistant Town Administrator
DATE: February 18, 2021
SUBJECT: Historic Advisory Board Report

SUMMARY

Staff anticipates John Quest and Mona Moffitt from the Historic Advisory Board to be present at the Board of Trustees meeting on February 23rd to discuss and receive direction from the Board on upcoming historic preservation projects. Staff has outlined the projects being discussed by the Historic Advisory Board. These projects are in the beginning, exploratory phases, and direction from the Board of Trustees is needed before more resources are allocated in further exploring this work.

Background

The projects below have been outlined and discussed for the past several years as a result of the foundational building the Town has completed with our historic preservation program since becoming a Certified Local Government (CLG) in 2015. In 2017, the Town completed a Historic Context Study which outlined recommended next steps for the program. This study was funded with a grant through History Colorado. One of the recommended next steps was to complete reconnaissance and intensive surveys of individual properties to assess which properties or areas would be eligible for designation on various levels (local, state, and federal). The Town applied for another grant and completed the survey project in 2019. Following the completion of the surveys and accompanying report, the Historic Advisory Board worked with the Planning Commission and Board of Trustees on Chapter 8 of the comprehensive plan which outlined a historic preservation plan. The previous work completed largely influenced this chapter and is referenced in throughout the chapter. Please see the link below for all three documents.

[Historic Preservation Program | Elizabeth Colorado \(townofelizabeth.org\)](https://www.townofelizabeth.org)

Next steps

Project 1: Amendments to Historic Preservation Ordinances

The Historic Advisory Board is seeking amendments to Chapters 2 and 16 of the municipal code regarding historic preservation ordinances. Amending the historic preservation ordinances would involve three (3) components. First, some “clean up” is needed to ensure consistency with historic



preservation regulations in both sections. Second, the project would include revising the ordinances any updates needed per recent studies to clarify review processes and criteria for designations, alterations, etc. as needed. Lastly, the project would explore regulations that would give the ordinances more “teeth” (for example, regarding the process for demolition of a historic structure).

Staff has been in contact with the Colorado Main Street Program regarding technical assistance if the Board of Trustees were to provide direction to the Historic Advisory Board and Staff to explore these amendments. As a Designated Community and CLG through the Colorado Main Street Program, the Town would be eligible for technical assistance for this work. DOLA would go under contract with a consultant that would work with Staff to facilitate the amendment process. The amendment process would be slightly extensive if all of the items above were to be explored. Coordination amongst all four (4) boards would be necessary, and this consultant would assist with that. Public involvement would also be a necessary component that Staff would need assistance from the consultant delivering.

Project 2: Establishment of Downtown Historic District

The Historic Advisory Board would like to begin the process of designating the Downtown Historic District per the recommendations in the 2019 survey report. Designating properties as historic (whether individually or part of a district) requires property owner consent. This project would again require coordination amongst all four (4) boards in addition to historic property owners, and technical assistance would likely be necessary to facilitate and advise on the components of designating, regulating, and incentivizing a historic district.

Staff Recommendation

Representatives of the Historic Advisory Board will discuss these items with the Board of Trustees on February 23rd as to receive direction on moving forward. Staff acknowledges and fully understands that additional coordination will be needed if one or both of these projects were to be pursued. Likewise, it is important to emphasize that public involvement and board involvement would be primary components of each of these projects if we were to move forward with exploring either of these items. The public involvement and board involvement would be what determines the final outcome of both projects. That said, Staff cannot allocate further resources toward exploring either or both of these projects until direction is received from the Board of Trustees.



HISTORIC PRESERVATION PROGRAM WORK PLAN 2021

Category	Tasks	Start Date	Date to be completed	Budget/ Funding source
Training	Attend Annual Saving Places Conference	February	February	TOE; \$2,000
	Participate in online CLG webinars as offered	Ongoing	Ongoing	N/A
Planning	Work plan and budget planning	September	November	N/A
	Maintain a Historic Preservation Plan	Ongoing	Ongoing	N/A
Operational/ Administrative	CLG Annual Report	1st BOT meeting January, April, July, October	January, April, July, October	N/A
	CLG Audit	N/A	January-24	N/A
	Designated meeting posting place	1st meeting in January	Complete	N/A
	Submit meeting minutes to History Colorado	Monthly	Monthly	N/A
	Election of chair and vice chair	December	December	N/A
	Maintain historic context studies and inventory reports	Ongoing	Ongoing	TOE; \$500
	Maintain promotional materials on program	Ongoing	Ongoing	TOE; \$500
	Quarterly reports to the Board of Trustees	January, April, July, October	January, April, July, October	N/A
Projects	Serve as consultant for Section 106 reviews	Ongoing	Ongoing	N/A
	Review of alterations/ designations as needed	Ongoing	Ongoing	N/A
	Ordinance update	Ongoing	Ongoing	TOE; \$8,000
	Historic Walk and Talk (Focus on preservation education)	February	May	TOE; \$400
	Application & instructions creation for Historic Preservation Alterations	TBD	TBD	NA