



**WESTMINSTER**

**Historic Landmark Board Meeting Agenda  
October 28, 2020  
7:00 pm**

**\*\*Virtual Meeting\*\***

**Registration URL**

**<https://attendee.gotowebinar.com/register/2918621040519760398>**

**Webinar ID  
279-246-123**

1 (415) 655-0052  
Access Code:  
235-471-214

1. ROLL CALL
2. CONSIDERATION OF MINUTES OF PRECEDING MEETING – June 24, 2020 (minutes attached, motion requested)
3. NEW BUSINESS
  - a. Election of Board Chair
  - b. Discussion of 2020 goals from Boards and Commissions Onboarding Session
    - i. Historic Marker Program
    - ii. Awareness Campaign
4. CONSIDERATION OF OLD BUSINESS
  - a. Updates on historic properties (list attached)
5. OTHER BUSINESS
  - a. Conferences, education, other updates
  - b. Proposed regular meeting schedule for 2021 (additional dates may be added if necessary):
    - Wednesday, January 27, 2021, 7 p.m.
    - Wednesday, April 28, 2021, 7 p.m.
    - Wednesday, July 28, 2021, 7 p.m.
    - Wednesday, October 27, 2021, 7 p.m.
6. ADJOURNMENT

## **Historic Landmark Board Virtual Meeting Minutes June 24, 2020**

The regular meeting of the Historic Landmark Board was called to order at 7:00 p.m. by Matthew Bell, Interim Board Chair.

### **1. ROLL CALL**

Board members present at roll call: Anna Leske, Linda Graybeal, Matthew Bell, Gargi Duttgupta, Kaaren Hardy, Tennille Wood, and Mary Oswell.

Absent: James Browning.

Parks, Recreation and Libraries staff members present: Rich Neumann – Cultural Affairs Administrator.

Also present was Westminster City Councillor Lindsey Smith who serves as City Council liaison to the Historic Landmark Board, Ron Arguello, Assistant City Attorney, and Stephanie Troller, Business Development Manager for the City of Westminster.

### **2. CONSIDERATION OF THE MINUTES**

Anna Leske made a motion to approve the minutes of the February 26, 2020 meeting, as presented. The motion was seconded by Tennille Wood. The minutes were approved (7-0).

### **3. NEW BUSINESS**

- a) There was a motion to approve the resignation of James Browning from the Historic Landmark Board. There was a roll call vote and the motion was unanimously approved.
- b) Continuation of discussion on Resolution 2020-01: approval of a Certificate of Historic Appropriateness for 3915 W. 73 Avenue, Adams County, Westminster, Colorado.
  - Rich Neumann presented historic photos and renderings of proposed alterations. He also presented an email from the State Historical Fund that stated no objections to the proposed changes. Photos showed that the developer changed the glass on the South elevation to be clear glass. The coolers on the West elevation will be screened for aesthetics – the screens are not a permanent structure. Rich then displayed a video presentation of the interior vision of the project, submitted by the developer.
  - Staff recommendation is to hold a public hearing and for the HLB to approve the Certificate of Historic Appropriateness, based on the finding that public hearing criteria in municipal code 11-13-7 have been met and the board considered criteria outlined in municipal code 11-13-10(H), sections 1-11.
  - Stephanie Troller provided applicant comments, saying that the Lessee and the City took the recommendations of the HLB and community to heart and changed the windows on the South elevation to clear glass and altered the orientation of the

gelato bar. Linda Graybeal asked if the pergola on the East elevation was functional or cosmetic. Stephanie answered that it is cosmetic and not a permanent structure. Gargi Duttgupta expressed her appreciation to the work done to address the concerns of the Board. Anna Leske and Kaaren Hardy agreed with Gargi.

- Testimony from audience: Rich Neumann read an email submitted to the inbox created for the HLB from Chris Meschuk, who lives adjacent to 3915 W 73 Ave., expressing his full support for the Certificate of Historic Appropriateness. There was a late request from community member Gary Shea to speak. The board consented and opened comment, based on recommendation from Ron Arguello. Gary stated that he and “several community members” think the virtual format is unfortunate, because it limits participation, due to the dependency upon technological capabilities. He made reference to the online packet around page 7 and also in the overview plan where it states that there are “no new structures”. He said the overview plan shows 2 coolers on the West elevation that he considered 2 new structures. He asked the board not to approve this as submitted. Community member Patricia McGuire asked where the kitchen was located. Stephanie pointed out that it was one of the empty rooms at the back, as equipment was still being decided. Patricia asked if the structure on the East elevation would infringe on the sculpture garden. Stephanie said it will not. Patricia asked if the gelato bar was also the coffee shop. Stephanie confirmed that it is. At this point the board approved the un-muting of other participants for comment. City Councilor Lindsey Smith questioned whether late comments not heard would impact the board’s decision and asked the board if they should consider continuing this discussion at a later time when, perhaps, people could be present to comment. Ron pointed out that notice was appropriately posted in a timely fashion to allow people time to get comments in and continuation would be OK, but would have to be approved by the board.
- Final comments from the applicant were made by Stephanie, asking for the decision to be made that night. Ron suggested that staff read the chat comments for the record. Linda Graybeal asked if the name Olde Westminster was final, as it contradicts “Historic Westminster.” Stephanie pointed out that the City does not have jurisdiction over the name. Gargi Duttgupta stated that she appreciate Gary Shea’s comments, but that coolers are not structures, they are equipment and the HLB has no authority over that. Tennille backed that up, saying the board exists to consider features to be preserved, not to include the coolers.
- Motion to vote by Tennille Wood, seconded by Kaaren Hardy. The motion passed unanimously by a roll call vote. Ron advised to have the resolution read, and a motion to approve or deny the resolution. Rich read the resolution and there was a motion to approve and a second to approve. A roll call vote approved the resolution unanimously.

#### 4. **CONSIDERATION OF OLD BUSINESS**

##### a) Updates on historic properties

Rich Neumann offered updates on the following properties:

- Semper/Alison Farm: Installation will proceed shortly.
- Wesley Chapel Cemetery: Construction of the brick pillars and fencing is complete. There will be a phase two that will include a parking lot, a path to the North gate, signage and landscaping. Phase two has been put on hold due to COVID-19 budget constraints.

b) Update on the Historic Marker Program

- Linda provided list of all 24 markers. They are casted in bronze and all but 3 or 4 have been installed. Rich will scan everything submitted by Linda into one document to be discussed at the next meeting.

5. **OTHER BUSINESS**

- Rich introduced a guest, Erica, with History Colorado's Office of Archaeology and Historic Preservation. He mentioned that the conference talked about at the February meeting was now going to be a virtual conference, held August 3-9. Erica's office will pay for 2 board members to attend the conference. Rich asked if the registrations could be split. Erica wasn't sure, but said they would fund anyone that wanted to attend. Anna Leske, Mary Oswell, and Gargi Duttgupta expressed interest in attending. Rich also mentioned that there are a variety of other CLG trainings, certified local get-togethers, and webinar opportunities that he would report in an email. He announced the next meeting on Wednesday, August 26, 2020 at 7pm and the final meeting of 2020 on Wednesday, October 28 at 7 pm.

6. **ADJOURNMENT**

The meeting adjourned at 8:10 p.m.

THE WESTMINSTER HISTORIC LANDMARK BOARD

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Matthew Bell, Interim Board Chair

## Agenda Item 4. a) Updates on Historic Properties

### CITY-OWNED DESIGNATED HISTORIC PROPERTIES

#### a) Bowles House at 3924 West 72<sup>nd</sup> Avenue

1. The old shops building near the Bowles House has been removed and the historic viewshed on 72<sup>nd</sup> has been restored. The Open Space division will reseed the site and a playground will be constructed in the future. (3-23-18)
2. Shoenberg farm equipment relocated from adjacent City property adjacent to, and west of the Bowles House to the Bowles House lot. Signage reinstalled, irrigation heads relocated, and bark mulched area for display prepared. (10-17)
3. Repairs to damage of landscape and irrigation complete. (9-1-15)
4. Gutter installation in September. (9-1-15)
5. Soffit repair complete. (7-15-15)
6. Plans for soffit repair and gutter installation received. (12-11-14)
7. Contract commencement for soffit repair and gutter replacement. (12-2-14)
8. Notification of award of grant for Bowles House soffit repair and gutter replacement. (6-3-14)
9. Certificate of Historic Appropriateness for soffit repair and gutter replacement to be reviewed at a public hearing on 6-3-14. (5-29-14)
10. Grant application for Bowles soffit and gutter repair reviewed by HLB 3-4-14. Resolution for support reviewed by HLB. Grant application due April 1, 2014. (3-4-14)
11. New fence and arch gate and landscape wall repair at north side of parking lot complete. (5-21-13)
12. East Porch and wall crack repair complete. (5-1-12)
13. North porch repairs complete, includes repointing east chimney. (5-1-12)
14. Landscaping trimmed and groomed. (9-4-12)
15. Soffit deterioration repair complete. (12-4-12)

#### b) Semper/Allison Farm at 6785 West 92<sup>nd</sup> Avenue

1. **Roof replacements completed in August 2020. (10-28-20)**
2. Materials ordered, still awaiting installation date. (6-24-20)
3. Roof replacement scheduled to take place in late Spring/early Summer (weather dependent). (2-17-20).
4. Quotes being gathered for roof replacement on barn and garage. Certificate of Historic Appropriateness hearing November 27, 2019. (11-15-19)
5. Windows repaired. (6-14-19)
6. Broken windows due to vandalism at Semper Farm Residence. Repairs completed. (5-14-2019)
7. Roof replacement project on Semper Farm Residence completed. (4-29-2019)
8. Certificate of Historic Appropriateness approved for roof replacement on Semper Farm residence. (2-27-2019)
9. Discussion to add a trellis/arch to the garden plot area of the farm. Parks and Open Space Division has put the trellis/arch on hold until there is a better idea of the direction for the Semper Farm. (10-29-15)
10. Discussion of security issues and need for review. (8-19-15)
11. Semper/Allison 3-car stall garage public hearing review for Certificate of Historic Appropriateness for proposed demolition. (1-6-15)
12. Semper signs installed and site groomed in July – August, 2014. (12-2-14)

13. The Semper signs are complete and will be installed the second week of June. Parks has been great in working to get a trail in place. Presently, they have mowed them in and will spray to kill the grass, and then by early fall they are looking to have a volunteer open space project to finish the trail with crusher fines. (6-3-14)
14. Proposed informational panels reviewed by the HLB on 3-4-14. (5-29-14)
15. Notice that grant for barn rehab not awarded. (9-3-13)
16. Grant application submitted to the State Historic Fund April 1, 2013. Funding is sought for the repair and stabilization of the Semper/Allison barn. HLB reviewed proposal 3-5-13. Notice of grant award by August 1, 2013. (5-21-13)
17. Grant application submitted November 15, 2012 to add informational signage at the Semper Farm. Grant awarded, and contract negotiations and sign review in process. (3-4-14)
18. The non-profit Rocky Mountain Land Library is interested in the Semper farmhouse as a site for their collection. Meeting held on August 27, 2012. Decision of land library later in 2012. Decision delayed to early 2013. (3-5-13)
19. The Semper Farm Master Plan continues to evolve. Staff met to review next steps. (3-5-13)
20. In 2009 there was damage to the stucco and roof shingles on the restored 1960 well pump house and flagstone patio damage adjacent to the 1880's well. Repairs have not been completed. (8-7-12)

c) Shoenberg Farm at 7231 Sheridan Boulevard

1. Concrete Silo
  - i. Rehab work on the concrete silo is complete. (5-1-12)
2. Wood silo
  - i. Rehabilitation complete. (7-15-18)
  - ii. Roof repair, repainting, wood repairs/replacement, and tree at foundation removed. (2-26-18)
  - iii. Certificate of Historic Appropriateness hearing. (10-3-17)
  - iv. No change in status. (5-1-12)
3. Farmhouse
  - i. Agreement with City Engineering Staff and SHF to mothball the structure. (10-4-17)
  - ii. No change in status. (5-1-12)
4. Barn
  - i. Easement inspection performed for entire Shoenberg Farm property. (10-9-19)
  - ii. Easement inspection performed for entire Shoenberg Farm property. (7-31-18)
  - iii. In November Westminster Historic Society and Fire Department volunteers moved numerous boxes and artifacts of Shoenberg history into the barn. (12-1-15)
  - iv. The City has prepared a draft landscape and parking plan for the area west of the barn. The City has commissioned basic cost estimates for installing utilities, bathrooms and minor interior finish for potential office or restaurant use. The estimates and the landscape plan will be used to market the site to potential users. (8-7-12)
5. Pumphouse/Generator building
  - i. Broken window has been secured. (2-18-20)
  - ii. Quotes being gathered for replacement of broken window. (11-13-19)
  - iii. Rehab complete; new foundation poured, roof repaired, door replaced. (7-15-18)

- iv. Certificate of Historic Appropriateness hearing. (10-3-17)
  - v. No change in status. (5-1-12)
6. Garage
- i. City Engineering Staff and SHF agree to mothball the structure. (10-4-17)
  - ii. Apartment north door on the upper level has been repaired and secured. (5-21-13)
7. Milk House
- i. Broken window has been secured. (2-18-20)
  - ii. Quotes being gathered for replacement of broken window. (11-13-19)
  - iii. Rehabilitation complete. (5-2-17)
  - iv. Stabilization of south wall necessary. Foundation stabilization costs have exceeded budget. Request to City Council in August to allocate funds for extra costs for milk house improvements. (8-2-16)
  - v. Rehabilitation underway: foundation stabilization in progress; roof replacement in progress; window rehabilitation in progress. (6-7-16)
  - vi. Contracts for foundation stabilization to be approved by City Council 4-16, and work to begin end of April, 2016. Two contracts for foundation work will total \$232,673. Construction fence has been installed. (4-5-16)
  - vii. Project manager has scheduled concrete work in Spring of 2016. SHF staff agreed to extend contract due to difficulty of finding sub-contractors willing to do small projects. (8-27-15)
  - viii. Bids received in June, 2014 rejected as too high. Bid proposal reissued in August and no bids received. SHF will allow Staff to act as contractor and coordinate sub-contracts to complete the rehabilitation. Contract extended to June 2015. (12-2-14)
  - ix. Bids are due in mid-June, contract negotiations the following month, construction anticipated to begin in August, 2014. (6-3-14)
  - x. Notice on February 3, 2014 that grant for window and roof repair not awarded. (3-4-14)
  - xi. A grant application was submitted to the State Historic Fund October 1, 2013. Funding is sought for window repair and roof repair. HLB reviewed the proposal 3-5-13. Grant notification by February 1, 2014 (12-3-13)
  - xii. Notice on June 1, 2013 that grant for window and roof repair not awarded. (9-3-13)
  - xiii. A grant application was submitted to the State Historic Fund April 1, 2013. Funding is sought for window repair and roof repair. HLB reviewed the proposal 3-5-13. Grant notification by June 1, 2013 (5-21-13)
  - xiv. A grant application was submitted to the State Historic Fund on April 1, 2012 to seek funding for partial rehabilitation of the Milk House. On August 20, 2012 the City learned that a partial grant was awarded. Contract with the State Historic Fund is in place. Rehabilitation anticipated to start in Summer, 2014. Request for bids to be issued April, 2014. (3-4-14)
  - xv. Windows boarded on the Milk House, the farmhouse, and the pumphouse/generator building. (12-4-12)
8. Quonset demolished by Tepper family. (12-3-13)
9. Truck repair shop and milk processing plant demolished by Tepper family. Land is still owned by the original landowner, the Tepper family. Land is now vacant. (8-2-16)
- d) Church's Stage Stop Well at 10395 Wadsworth Boulevard
- 1. Recognized as a Jefferson County historic landmark on October 22, 2015. (12-1-15)

2. Review by City's Historic Landmark Board of nomination as a Jefferson County Historic Landmark. (9-1-15)
  3. The HLB nominated this site as a Jefferson County historic landmark at their 6-4-13 meeting. (9-3-13).
  4. A historic plaque was installed at the site in April, 2012. (5-1-12)
- e) Westminster's First Town Hall at 3924 West 72<sup>nd</sup> Avenue
1. New roof completed. (10-3-17)
  2. Temporary roof repair due to animal damage. (5-2-17)
  3. Roof repairs in September 2014 and May 2015 due to raccoon damage. (9-1-15)
  4. No change in status. (8-7-12)
- f) Marion Barn at SWC 120<sup>th</sup> & Pecos Street
1. HLB recommended designation as a local historic landmark on December 4, 2012. City Council designated as a local historic landmark on January 14, 2013. (3-5-13)
- g) Wesley Chapel Cemetery at NEC 120<sup>th</sup> Avenue and Huron Street
1. Fencing and pillars are complete. The remaining improvements (parking area, informational signage, trees, irrigation) are on hold due to budgetary constraints associated with the COVID-19 pandemic. (6-24-20)
  2. Fencing and pillars are 95% complete (minor touch-ups remaining). Phase 2 will be determined by remaining funds; priorities include the parking area and trail to the north gate, planting of street trees and irrigation along the perimeter, and interpretive signage. (2-18-20)
  3. Construction of the brick pillars has begun. Foundations are complete. Following the column completion, the fencing contractor will install gates and iron style decorative fencing. The second phase of work will be to construct the small gravel parking area and gravel footpath to the cemetery entrance on the north side. Along with this will be tree plantings along Huron and 122nd. A schedule for this work has not been determined, and the City is looking to self-perform this second phase work in spring 2020. (10-28-19).
  4. Fence and column work is out for bid; bid results expected late June. Construction to start around September, 2019. (6-17-19)
  5. Archaeologist selected for monitoring of cemetery site while ground disturbing work is taking place. (4-16-2019)
  6. Annual Wesley Chapel Cemetery Association Board meeting held. The Association reviewed the conceptual design for improvements to the cemetery (4-6-2019).
  7. 2019 CIP funding in the amount of \$200,000 adopted by City Council for improvements to Wesley Chapel Cemetery. (10-8-18)
  8. Certificate of historic appropriateness approved by the Historic Landmark Board for improvements to the site. Funding is being sought for improvements through the 2019/20 budget process. (6-5-18)
  9. Annual Wesley Chapel Cemetery Association Board meeting held. (4-14-18)
  10. Additional family information for one of the plots has been received and added to the other documentation of persons buried there. (5-21-13)
  11. The Cemetery Board annual meeting was held April, 2013. (5-21-13)
  12. A brochure has been completed. (5-1-12)
  13. Documentation of the individuals buried in the cemetery is complete. (5-1-12)



- h) Lower Church Lake Barn and Silo at 10850 Wadsworth Boulevard
  1. No change in status. (8-7-12)
- i) Rodeo Market at 3915 West 73<sup>rd</sup> Avenue
  1. The building is being used for various temporary purposes. (9-5-18)
- j) Metzger Farm at 12080 Lowell Boulevard (jointly owned with City and County of Broomfield)
  1. Historic signage in fabrication. All other site projects completed. Open Space is working with the academy school across the street to re-establish the historic Victory garden on site as a collaborative project that will bring k-12 students to the farm. Work on the garden is expected to begin in Spring 2020. (11-13-19)
  2. Contract in place for historical interpretive signage, expected to be installed in September, 2019. Interviews with the Metzger family will take place in June, 2019. Building completion is expected by July, 2019. (6-17-19)
  3. A contractor has been selected for phase two of the project which includes stabilization, siding repair, and new roofs for all of the remaining structures. All structures and interpretive signs are planned for completion by late spring of 2019. The Broomfield-Westminster Open Space Foundation is working on details for having a person live in the caretaker's house. (11-19-18)
  4. City Council approved an IGA between Westminster, the City and County of Broomfield, and the Broomfield-Westminster Open Space Foundation for the use of grant funds to complete the restoration of the property. (1-22-18)
  5. Section 106 Determination of Effect for drainage and trail section at the southeast part of the Farm site. Comments due January 29, 2015. (12-30-15)
  6. Section 106 review for Nissen Channel Improvements. City letter of support on 10-22-14. (12-2-14)
  7. Listed by the US Department of the Interior, National Park Services on the National Register of Historic Places on March 20<sup>th</sup>, 2013. (5-21-13)
  8. Nomination reviewed and supported by the HLB on 9-4-12. (3-5-13)

**NON-CITY-OWNED DESIGNATED HISTORIC PROPERTIES**

- k) Harris Park School at 7200 Lowell Boulevard (designated landmark)
  1. Open house for Westminster History Research Center held 12-3-13. (12-3-13)
  2. Adams County School District 50 has discussed funding a "Westminster History Research Center" to be located in this building. School Board member Marilyn Flachman is main contact for this. (3-5-13)
- l) Union High School at 3455 West 72<sup>nd</sup> Avenue (designated landmark)
  1. The building is owned by Adams County School District 50. (12-3-13)
- m) Westminster Grange Hall at 3935 West 73<sup>rd</sup> Avenue
  1. The building continues to be used for Grange events. (5-1-12)
- n) Penguin Building at 7265 -7269 Lowell Boulevard
  1. Discussion of status of attached garage inconclusive. (5-2-17)
  2. Buildings adjacent demolished in November, 2015. (12-1-15)
  3. Discussion of structural concerns with City Development Review Committee. (10-3-14)

4. HLB discussion of repairs to Lowell Street façade, and addition of awnings. (8-7-12)
- o) Red & White Grocery at 3947-3949 West 73<sup>rd</sup> Avenue
  1. HLB discussion of 73<sup>rd</sup> Avenue façade. (8-7-12)
- p) Savery Savory Mushroom Farm Water Tower at 110<sup>th</sup> & Federal Boulevard – at the east side of Federal
  1. City discussion with Savory Farms HOA of access to base of site. (8-7-12)
- q) Margaret O’Gorman House at 8198 Irving Street
  1. COHA approved by HLB for sewer line repair and HVAC installation. (6-26-19)
  2. Home is under contract, expected to close June 28, 2019. (6-19-19)
  3. Current homeowner planning to list for sale. (3-25-19)
  4. Foundation stabilization work completed. (10-1-18)
  5. Certificate of historic appropriateness approved for foundation stabilization. (8-22-18)
- r) Gregory House Residence at 8140 Lowell Boulevard
  1. No change in status. (9-3-13)
- s) Merton and Mary Williams Residence at 7335 Wilson Court
  1. No change in status. (9-3-13)
- t) Perry House Residence at 4199 West 76<sup>th</sup> Avenue
  1. No change in status. (9-3-13)
- u) Henry House Residence at 7319 Orchard Court
  1. No change in status. (9-3-13)
- v) Westminster Presbyterian Church at 3990 West 74<sup>th</sup> Avenue
  1. Designated a local historic landmark by Westminster City Council (01-13-20)

#### **HISTORIC PROPERTIES NOT IN THE CITY OF WESTMINSTER**

- w) Mandalay School – (Not a designated historic property)
  1. Needs assessment complete and approved November, 2015. (12-1-15)
  2. Site visit by City Staff and contract of city’s General Services with SLATERPAULL to perform a building needs assessment. (7-15)
  3. Charlie Mc Kay, the owner of the Mandalay School at the southeast corner of Wadsworth Boulevard and 103<sup>rd</sup> Avenue has initiated discussion with the City to donate the land and the building to the City. (5-29-14)
  4. The City Manager has authorized staff to proceed with discussions for the acquisition.
  5. If the City accepts the property there are several actions needed that include:
    - i. Annexation into the City of Westminster
    - ii. Designation of a land use for the Comprehensive Land Use Plan (CLUP)
    - iii. Approval of a Preliminary Development Plan (PDP) that shows the zoning
    - iv. Approval of an Official Development Plan (ODP) that shows the site plan and the building elevations

v. Designation of the site as a local historic landmark

x) Pillar of Fire (Westminster University) at 3450 West 83<sup>rd</sup> Avenue

1. No change in status. (12-4-12)