



# City of Littleton

Littleton Center  
2255 West Berry Avenue  
Littleton, CO 80120

## Meeting Journal

### Historical Preservation Board

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Monday, April 18, 2016

6:30 PM

Community Room

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#### Regular Meeting and Study Session

#### 1. Introduction of the Board

*New board member, Kimberly Field*

#### 2. Roll Call

**Present** 7 - Chairman Grove, Board Member Price, Board Member Miller, Board Member Clute, Board Member Leighty, Board Member Field, and Board Member Kastner  
**Absent** 2 - Board Member Spratlen, and Board Member Gaare

#### 3. Approval of Agenda

#### 4. Election of Officers

##### a. Election of Chair

**A motion was made by Board Member Margi Clute, seconded by Board Member Edward Leighty, to elect Pam Grove as Chair. The motion carried unanimously.**

**Aye:** 7 - Chairman Grove, Board Member Price, Board Member Miller, Board Member Clute, Board Member Leighty, Board Member Field and Board Member Kastner

**Absent:** 2 - Board Member Spratlen and Board Member Gaare

##### b. Election of Vice Chair

**A motion was made by Chairman Pamela Grove, seconded by Board Member Michael Price, that Daniel Miller be elected as Vice Chair. The motion carried unanimously.**

**Aye:** 7 - Chairman Grove, Board Member Price, Board Member Miller, Board Member Clute, Board Member Leighty, Board Member Field and Board Member Kastner

**Absent:** 2 - Board Member Spratlen and Board Member Gaare

#### 5. Certification of Video Minutes

- a) [ID# 16-53](#) Certification of the November 16, 2015 regular meeting video minutes, and January 20, February 17, and March 21, 2016 study session videos

**Attachments:** [11-16-2015 - Regular Meeting Journal](#)  
[01-20-2016 Study Session Journal](#)  
[02-17-2016 Study Session Journal](#)  
[03-21-2016 Study Session Journal](#)

**A motion was made by Board Member Kastner, seconded by Board Member Clute, to certify the videos as the minutes for the aforementioned meetings. The motion carried unanimously.**

**Aye:** 7 - Chairman Grove, Board Member Price, Board Member Miller, Board Member Clute, Board Member Leighty, Board Member Field and Board Member Kastner

**Absent:** 2 - Board Member Spratlen and Board Member Gaare

## **6. Public Comment**

*Pam Chadbourne - District 1*

## **7. Comments/Reports**

- a. Staff
- b. Members
- c. Chair

## **8. Adjourn to Study Session**

### **1. Study Session Topics**

- a. Introduction of the consultants, the scope of work, and the schedule for developing design standards and guidelines for the Louthan Heights Historic District
- b. Continuation of a Joint Meeting with Historic Littleton, Inc. (HLI) regarding the designation of additional historic landmarks
- c. Further discussion regarding a proposal from the representatives of the Mount Rosa Chapter of the Daughters of the American Revolution (DAR) to place a plaque on a historic structure in Littleton.
- d. Accessing and using the Littleton websites.

MISSION STATEMENT: The Historical Preservation Board works to preserve the built environment that gives a unique sense of place and identity to our community. Further, the Historical Preservation Board encourages reinvestment and compatible growth which enhances Littleton's economic vitality.