



City of Littleton

Littleton Center
2255 West Berry Avenue
Littleton, CO 80120

Meeting Minutes

Historical Preservation Board

Monday, April 17, 2017

6:30 PM

Council Chamber

Regular Meeting, Election of Officers

Historical Preservation Board Regular Meeting

1. Roll Call

Also Present: Denise Ciernia, Recording Secretary; Jocelyn Mills, Community Development Director; Dennis Swain, Senior Planner; Brandon Dittman, Acting City Attorney; Lena McClelland, Assistant City Attorney

Present 6 - Chairman Grove, Vice Chair Price, Board Member Field, Board Member Kastner, Board Member Fischer, and Board Member Bracy

Absent 3 - Board Member Miller, Board Member Leighty, and Board Member Spratlen

2. Approval of Agenda

3. Minutes to be Approved

- a. [ID# 17-115](#) Certification of the March 20, 2017 Regular Meeting Minutes

Attachments: [HPB Minutes 032017](#)

A motion was made by Board Member Field, seconded by Board Member Kastner, to approve the March 20, 2017 regular meeting minutes. The motion carried by a unanimous vote of 4-0.

Aye: 4 - Chairman Grove, Vice Chair Price, Board Member Field and Board Member Kastner

Absent: 3 - Board Member Miller, Board Member Leighty and Board Member Spratlen

Abstain: 2 - Board Member Fischer and Board Member Bracy

4. Public Comment

None

Public Comment for General Business or Non-Agenda Related Items

5. Staff Comments

6. Elect a Temporary Chair

a. Appoint Recording Secretary as Temporary Chair

A motion was made by Chairman Pamela Grove, seconded by Vice Chair Michael Price, that the Recording Secretary be appointed as Temporary Chair. The motion carried unanimously, 4-0.

Aye: 4 - Chairman Grove, Vice Chair Price, Board Member Field and Board Member Kastner

Absent: 3 - Board Member Miller, Board Member Leighty and Board Member Spratlen

Abstain: 2 - Board Member Fischer and Board Member Bracy

7. Adjournment Sine Die

Historical Preservation Board Transitional Meeting

1. Temporary Chair calls the transitional Historical Preservation Board meeting of April 17, 2017 to order

Also Present: Denise Ciernia, Recording Secretary; Jocelyn Mills, Community Development Director; Dennis Swain, Senior Planner; Brandon Dittman, Acting City Attorney; Lena McClelland, Assistant City Attorney

Board Member Spratlen arrived at 7:29 p.m.

Present 6 - Chairman Grove, Vice Chair Price, Board Member Field, Board Member Kastner, Board Member Fischer, and Board Member Bracy

Absent 3 - Board Member Miller, Board Member Leighty, and Board Member Spratlen

2. Introduction of New Board Members and Roll Call

Introduction of new board members Jolene Bracy and Amy Fischer

3. Election of Officers

a. Election of Chair

Nomination of Pam Grove as Chair by Michael Price. No other nominations.

A motion was made by Vice Chair Michael Price, seconded by Board Member Kimberly Field, that Pam Grove be elected Chair. The motion carried unanimously, 6-0.

Aye: 6 - Chairman Grove, Vice Chair Price, Board Member Field, Board Member Kastner, Board Member Fischer and Board Member Bracy

Absent: 3 - Board Member Miller, Board Member Leighty and Board Member Spratlen

b. Election of Vice Chair

Nomination of Michael Price as Vice Chair by Pam Grove. No other nominations.

A motion was made by Board Member Paul Kastner, seconded by Board Member Kimberly Field, that Michael Price be elected Vice Chair. The motion carried unanimously, 6-0.

Aye: 6 - Chairman Grove, Vice Chair Price, Board Member Field, Board Member Kastner, Board Member Fischer and Board Member Bracy

Absent: 3 - Board Member Miller, Board Member Leighty and Board Member Spratlen

4. Public Hearing

- a. [HPB Resolution 07-2016](#) Resolution to approve a COA for the replacement of windows at the Batschelet Building, 2565 - 2579 West Main Street

Attachments: [0 - RESOLUTION - BATSCHELET BUILDING - 2565 - 2579 WEST MAIN STREET COA](#)
[1 - Cover Letter - Batsch_001](#)
[2 - Application - Batsch_001](#)
[3 - Checklist - Batsch_001](#)
[4 - 1997 Survey - Batsch_001](#)
[5 - PHOTOS - Batschelet Building](#)
[6 - Existing Conditions - Batsch_001](#)
[7 - Installation of Alpen Fiberglass in Historic Buildings CUT-SHEET - SINGLE-HUNG WINDOWS](#)
[DATA SHEET - ALPEN 725 SERIES](#)
[QUOTE SHEET FOR SINGLE-HUNG WINDOWS](#)

Staff Presentation by Dennis Swain, Senior Planner

Applicant Presentation by Rees Davis of Main Street Partners, and Nate Maybon of Alpen Windows

No public comment.

A motion was made by Vice Chair Price, seconded by Board Member Bracy, that the Certificate of Appropriateness for the Batschelet Building at 2565-2579 West Main Street be approved. The motion carried unanimously, 6-0.

Aye: 6 - Chairman Grove, Vice Chair Price, Board Member Field, Board Member Kastner, Board Member Fischer and Board Member Bracy

Absent: 3 - Board Member Miller, Board Member Leighty and Board Member Spratlen

- b. [HPB Reso 05-2017](#) Resolution to approve a COA for the construction of a free-standing permanent kitchen and other changes related to the new structure, at the rear patio of the Culp Block, 2420 West Main Street

Attachments: [RESOLUTION - BRISTLECONE - THE ALLEY - 2420 WEST MAIN STREET APPLICATION](#)
[DRAWINGS - COA - CULP BLOCK - 2420 W Main Street](#)
[PHOTOS - EXISTING CONDITONS - ALLEY VIEW - CULP BLOCK](#)
[APPLICANT COMMENTS - COA REVIEW CRITERIA](#)
[APPLICANT COMMENTS - DESIGN GUIDELINES](#)
[1997 HISTORIC INVENTORY 001](#)

Dennis Swain presents applicant's request to continue this public hearing to the next regular board meeting.

A motion was made by Vice Chair Price, seconded by Board Member Kastner, that the COA for the construction of a free-standing permanent kitchen and other changes related to the new structure, at the rear patio of the Culp Block, 2420 West Main Street be continued. The motion carried unanimously, 6-0.

Aye: 6 - Chairman Grove, Vice Chair Price, Board Member Field, Board Member Kastner, Board Member Fischer and Board Member Bracy

Absent: 3 - Board Member Miller, Board Member Leighty and Board Member Spratlen

5. Comments/Reports

- a. Community Development Director/Staff
- b. Chair/Members

Guest Speaker - Sonja Ellingboe, Historic Littleton, Inc. (HLI)

6. Adjourn

The public is invited to attend all regular meetings or study sessions of the City Council or any City Board or Commission. Please call 303-795-3780 at least forty-eight (48) hours prior to the meeting if you believe you will need special assistance or any reasonable accommodation in order to be in attendance at or participate in any such meeting. For any additional information concerning City meetings, please call the above referenced number.

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.

I hereby certify that the attached Action Minutes are an accurate representation of motions made and action taken at the April 17, 2017, regular meeting of the Littleton Historical Preservation Board. I have also reviewed the video recording for the April 17, 2017 regular meeting of the Littleton Historical Preservation Board and certify that the video recording is a full, complete, and accurate record of the proceedings and there were no malfunctions in the video or audio functions of the recording with the exception of the microphone not working for guest speaker Sonja Ellingboe of Historic Littleton, Inc. (HLI).

Denise Ciernia

Denise Ciernia, Recording Secretary