



City of Littleton

Littleton Center
2255 West Berry Avenue
Littleton, CO 80120

Meeting Agenda

Historical Preservation Board

Monday, April 18, 2016

6:30 PM

Community Room

Regular Meeting and Study Session

1. Introduction of the Board

2. Roll Call

3. Approval of Agenda

4. Election of Officers

- a. Election of Chair
- b. Election of Vice Chair

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](#)

6. Public Comment

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.



Staff Communication

File #: ID# 16-53, **Version:** 1

Agenda Date: 4/18/16

Subject:

Certification of the November 16, 2015 regular meeting video minutes, and January 20, February 17, and March 21, 2016 study session videos

Presented By: Denise Ciernia, Recording Secretary

RECORDING SECRETARY'S CERTIFICATION:

I hereby certify that I have reviewed the video recordings for the November 16, 2015 regular meeting, and the January 20, February 17, and March 21, 2016 study sessions of the Littleton Historical Preservation Board and that the video recordings are a full, complete, and accurate record of the proceedings and there were no malfunctions in the video or audio functions of the recording.

PROPOSED MOTION:

I move to approve, based on the recording secretary's certification, the November 16, 2015 video as the minutes, and the January 20, February 17, and March 21, 2016 videos as the meeting minutes for the same dated meetings of the Historical Preservation Board.



City of Littleton

Littleton Center
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Meeting Journal

Historical Preservation Board

Monday, November 16, 2015

7:00 PM

Council Chamber

Regular Meeting

1. Roll Call

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

2. Approval of Agenda

3. Minutes to be Approved

- a) [ID# 15-207](#) Certification of the July 20, 2015 regular meeting minutes

A motion was made by Board Member Sharon Gaare that based on the recording secretary's certification, the July 20th video shall serve as the minutes for the July 20, 2015 regular meeting of the Historical Preservation Board. The motion carried unanimously.

4. Public Hearing

Heather Quinney, applicant's daughter, to speak about father, James Quinney, who restored the property and recently passed away.

Pam Chadbourne

Leah Burkett

- a) [HPB Resolution 01-20](#) A resolution of the Historical Preservation Board recommending approval of designation of 5736 South Bemis Street as a historic landmark

Attachments: [ATTACHMENT A - APPLICATION](#)
[ATTACHMENT B - COMPARISON CHART OF EXISTING LANDMARKS](#)
[ATTACHMENT C - BEFORE AND AFTER PHOTOS FOR 5736 SOUTH BEMIS REHABILITATION](#)
[ATTACHMENT D - VICINITY MAP - 5736 south bemis \(2\)](#)
[ATTACHMENT E - AERIAL HIGHLIGHTING THE QUINNEY HOUSE](#)
[ATTACHMENT F - RESOLUTION](#)

A motion was made by Board Member Miller to approve the resolution

recommending approval of designation of 5736 South Bemis Street as a historic landmark. The motion carried by a unanimous vote.

5. Scheduled/Unscheduled Appearances

6. Comments/Reports

- a) Staff
- b) Members
- c) Chair

7. Adjourn



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Meeting Journal

Historical Preservation Board

Wednesday, January 20, 2016

7:00 PM

Community Room

Study Session

Roll Call

Also present: Dennis Swain, Staff Planner

Present 7 - Board Member Grove, Board Member Kastner, Board Member McMurray, Board Member Price, Board Member Miller, Chairman Clute, and Leighty

Absent 2 - Board Member Gaare, and Spratlen

1. Study Session Topics

a) Joint Meeting With HLI (Historic Littleton, Inc.)

[ID# 16-09](#)

b) Historic Littleton, Inc. Update

c) 2016 Main Street Historic District Grant Program

d) Project Updates

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Meeting Journal

Historical Preservation Board

Wednesday, February 17, 2016

6:00 PM

Community Room

Study Session (Special Start Time)

1. Study Session Topics

a. Joint Meeting with Historic Littleton, Inc. (HLI)

In Attendance from HLI: President Charles Carroll, Darlee Whiting, Karen Arras, Gail Keeley, Sonya Ellingboe;

Also Present: Community Development Director Jocelyn Mills and Senior Planner Dennis Swain

Present 8 - Board Member Gaare, Board Member Grove, Board Member Kastner, Board Member Price, Board Member Miller, Chairman Clute, Leighty, and Spratlen

Absent 1 - Board Member McMurray

1) Discussing and Assigning Responsibilities

[ID# 16-26](#) MEMORANDUM

b. 2016 Main Street Historic District Grant Program Draft Brochure

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Meeting Journal

Historical Preservation Board

Monday, March 21, 2016

7:00 PM

Community Room

Study Session

1. Study Session Topics

Also Present: Staff Planner Dennis Swain, CLG Representative Mark Rodman, and DAR Representatives Paula Buffetti and Gina Moore

Present 5 - Board Member Gaare, Board Member McMurray, Chairman Clute, Leighty, and Spratlen

Absent 4 - Board Member Grove, Board Member Kastner, Board Member Price, and Board Member Miller

a. Discussion with representatives of the Daughters of the American Revolution (DAR) regarding placing a plaque on Town Hall

b. Continuation of a Joint Meeting with Historic Littleton, Inc. (HLI)

- 1) Updated List of Historically and Architecturally Interesting Properties

[ID# 16-49](#)

- 2) "Guide to Success" Landmark Designation Brochures Reporting

- 3) Discussing and Assigning Responsibilities

c. Update on the 2016 Main Street Historic District Grant Program

d. Thoughts from the 2016 Saving Places Conference

[ID# 16-50](#)

e. Report from Staff

f. Report from the Chair

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