



500 S. 4th Avenue, Brighton, CO 80601

CORRECTED MINUTES of the Brighton Historic Preservation Commission meeting for the City of Brighton, Adams County, Colorado held in the Council Chambers at City Hall at 500 South 4th Avenue, Brighton, Colorado.

DATE: March 14, 2019

Call to Order/Pledge of Allegiance: Chairman Danielle Henninger called the meeting to order at 6:14 p.m. followed by the pledge of allegiance.

Roll Call/Establish Quorum: Commissioners Present: Sara Dawson, Danielle Henninger, Dick Hodge, Mark Humbert and Catherine Johnson

Commissioners Absent: (Excused) Hero Dahlman (Youth Rep)

Staff Present: Kim Bauer and Sheryl Johnson

Others Present: Rose Gorrell

Seating of Alternates:

There were no alternates to seat.

Approval of Agenda:

Motion to approve the agenda as is by Dick Hodge. Second by Mark Humbert. Motion carries.

Approval of Minutes for February 14, 2019:

The minutes for February 14, 2019 were approved as distributed.

Consent Agenda:

Grants Committee minutes for February 20, 2019 were approved at distributed.

Public Comment:

No public comments.

Reports / Presentations:

Committees

No committee reports.

Staff - Kim Bauer

GRANTS & SURVEYS:

CLG / SHF Grant – Brighton Subdivision – Kris Autobee is working on the edits from the State on the 1403 forms. Staff has been working with Kris on the next steps. There is still time to get everything done as the deadline is not until later in 2019 but staff would like to have it done sooner.

Brighton Grain Elevator – The grant has been closed out with the State. Staff is working to close it out with Finance. Staff has been in contact with the Fire Chief to see if we could get inside the building in the areas that are safe. That would have to go through Union Pacific for approval. Staff would also like to see the demolition of the building and if there would be anything salvageable. Kim will keep the commission updated on the progress.

HISTORIC PROPERTIES / REFERRALS:

The Demolition subcommittee will be meeting in the near future to discuss the following projects and/or buildings:

Brighton Lakes

Brighton Lakes Barn – located at 15880 E. 144th Avenue, which is east of the Brighton Lakes project.

Proposed property at the corner of County Road 27 and County Road 6, north of the Vestas Factory. Staff attended a pre-application conference meeting and the initial proposal shows that some potentially historic structures could be affected.

There may also be another property to review. Staff is working with the City Attorney's Office for clarification on how to conduct the demolition subcommittee meetings. This is to see if the commissioners could give their recommendations through a digital process or not. Kim will also check and see if Brighton Lakes is in Brighton City limits.

33 North Main Street – Staff received three Certificate of Appropriateness (COA) applications for this property. Staff approved the proposed signs on the front and rear elevations. Staff requested resubmittals for the COA's in reference to the 1st Avenue windows and garage doors.

Brighton Train Depot – A rendering of the proposed changes was included in the packet. It would remove the shed that is not historic, change the façade, make changes to the Bridge Street elevation such as remove the porch. The train car is not historic to the property. Commissioner Hodge wanted to know if the changes would include making it ADA compliant. All comments should be submitted to Kim but the project is not at the approval state yet

Permits and Plans – Staff reviewed plans and permits for the following properties:

19 South 3rd Avenue – A sign permit was approved. This building is not located in the downtown district so is not subject to the Downtown Design Guidelines. Staff did make a suggestion that the sign be attached to the brick mortar rather than to the actual brick as the building is historic.

33 N. Main Street – Staff approved the sign permit and the sign COA.

BUDGET:

Budget Planning – The budget list for 2019 includes:

Printing the Downtown Historic District walking tour brochure. The first printing will be 250 brochures which will allow us to test the new design and allow for more flexible changes. The brochures will be folded and the print will be a gloss that should not crack but be very professional.

A membership to American Association of Museums will provide advantages for the museum as there is customized research assistance, access to online professional resources, annual meeting registration discounts, and a 70% discount on accreditation fees (this includes the StEPS fees).

A poster was printed announcing the exhibit. A small batch of 11" X 17" posters were also printed to hang at the library and businesses around town to promote the new exhibit.

Other items that need to be ordered are an "Out-of-the-box" photography stand and kit to better take pictures of objects to have on file and to upload onto our online PastPerfect collection. Also boxes for the newspaper collections, and other miscellaneous office supplies including gloves, stepstool and binder sleeves.

HPC OFFICE / MUSEUM:

Museum Staff Updates – Hero continues to work on scanning the Brighton Blade papers to expand the digital collection for PastPerfect. She has been helping staff research and update PastPerfect items. Some of the updates include adding keywords and other information that is helpful to in the clarity of cataloging and for those who may be researching some of the items on the PastPerfect collections.

Brianne has been working on cataloging and reorganizing the overall museum collection. She has recreated a timeline for the work and detailed the items that are in each storage area. It is broken out by storage area, location and then the Fort Lupton Press items. The estimated completion date is the end of June.

Museum Updates – Staff interviewed high school students interested in interning this summer in the museum. The position was offered to one of the applicants. If the student accepts, they would start working the beginning of June.

Watchlist Updates – All Commissioners should have access to the online Watch List that is available through Google Drive.

Outreach – Staff will have another presentation at Eagle View Adult Center (EVAC) on Wednesday, March 27, 2019. There were 11 people that attended the talk on February 23rd at Anythink Library.

Unfinished Business:

2019 Budget

There were no comments or questions on the budget that was presented through February.

Miller Subdivision Research

The spreadsheet has been completed with everything added in. The next section will be the Central Division which is a huge section. Saturday, April 6th has been set aside as an opportunity for everyone to get together and start on this section.

Review of Current Ordinances / By-Laws

At the February meeting, a motion was made to review and replace the boundary for the Historic Preservation Commission to extend beyond the City limits so that commission members could be drawn from an area that surrounds and includes Brighton. Currently there are 3 possibilities – 1) use the Urban Growth Boundary; 2) use the Fire District Boundary; or 3) use the 27J School District Boundary. The school district is the largest boundary. Kim will check with City staff and the City attorney and Commission Humbert asked if a map could be created that overlaid the 3 maps as this may be easier to look at. Once the Commission comes up with the boundary, it will need to be approved by City Council. Kim will work on getting the map and bringing it to the next meeting.

Historic Preservation Awards Luncheon – May is Preservation month. The Awards Luncheon may not work on May 19th. A survey monkey will be sent out to see what date might work best for everyone and then to see what date will work for Big Choice Brewery. Nominations are needed for the awards. A list of previous nominations will be sent to Danielle and Kim. Once the details are finalized, a letter will need to go out to those nominated for the Brick Award. A final determination will be made at the April meeting.

New Business:

Interview Applicant for the Commission – Rose Gorrell was the applicant being interviewed for the Historic Preservation Commission. Rose has lived in Brighton and has been accepted into a Master's program for Public History. She has worked on a survey project and surveyed properties in Windsor. Following the interview and discussion by the Commissioners, it was determined that Rose would qualify as a commissioner.

A motion to move the nomination for Rose Gorrell forward to City Council as a professional member for the Historic Preservation Commission by Mark Humbert. Second by Catherine Johnson. The motion carried unanimously.

Kim will get the dates for Rose when she will be meeting with City Council for the next step of the process.

Additional Comments:

There will be a re-dedication of BJAA Park on May 18th at 10:00 a.m.

Adjournment:

Motion to adjourn at 7:46 p.m. by Mark Humbert. Second by Sara Dawson. All in favor.

Announcements:

Spring Fest – Downtown Brighton on N. Main Street – Saturday, April 13th – 12:00 noon to 4:00 p.m.

State of the City – Thursday, May 16, 2019 – 7:30 a.m. at the Armory

Historic Preservation Awards Luncheon – TBD (Probably May 19th now)

PastForward: National Preservation Conference – October 10 – 12, 2019 in Denver at the Sheraton Downtown

Next Meeting:

April 11, 2019

Submitted by,

Sheryl Johnson