



PUBLIC NOTICE - AGENDA

Historical Preservation Committee (HPC)
Tuesday, December 3, 2024 – 3:30 PM
2nd Floor Conference Room – 220 W. South Ave

Zoom link available from the calendar at the bottom of the front page of the City website (www.city-woodlandpark.org).

1. Call to Order and Roll Call
2. Approval of Minutes – November 5, 2024
3. Public Hearings – None
4. Committee Business – Active Projects
 - a. Teller County Environmental Coalition Discussion – David Martinek
 - b. Preservation Plan (P4)
 - c. Templeton Cemetery Restoration Plan (P2)
 - d. Roberts House Property Grant Application Update (P3)
5. Other Business
 - a. Historic Designation Possibility – 107 W. Henrietta Avenue
 - b. Vos Building (F3)
6. Reports
 - a. Committee Members' Reports
 - b. Council Member Liaison's Report
 - c. Planning Director's Report
7. Public Comment on Items Not on the Agenda
8. Adjournment

FOR MORE INFORMATION PLEASE CONTACT THE WOODLAND PARK
PLANNING DEPARTMENT AT (719) 687-5202



**Historical Preservation Committee
Tuesday, November 5, 2024 – 3:30 PM
City Hall – 2nd Floor Conference Room
Minutes**

1. **Call to Order and Roll Call:** Chair Glauth called the meeting to order at 3:30 p.m.

Members present: Chair Laurie Glauth, Vice Chair Linda Allred, Larry Black, David Langley, Eric Simonson, and Steve Plutt of Park County. Staff members present included Senior Planner CJ Gates. Planning Director Karen Schminke and Permit Technician Amy Wolin were present via Zoom.

Members Absent: City Council Representative Steve Smith.

2. **Approval of Minutes:** October 1, 2024:

MOTION: Mr. Black moved and Mr. Simonson seconded to approve the October 1, 2024 minutes. The minutes were approved unanimously.

3. **Public Hearings: – None**
4. **Committee Business:**

- a. **Woodland Park Exterior Maintenance Inspection of Local Historical Landmarks Update** – Mr. Black and Senior Planner Gates reviewed the report of the inspection they completed last month. Most noted buildings need some typical maintenance, and if the building is privately owned, the owner will be contacted with the comments. As for City-owned buildings; the Steffa cabin has some rodent holes on the north side that need to be fumigated and filled in. The Town Calaboose needs sign maintenance and possibly a new roof, which spurred a discussion about maintaining the historical integrity and accuracy of the roof by ensuring a match of the corrugated metal. The UPHS Museum side deck needs repair, the south deck was rebuilt a few years ago. The Carroll Den may need railings on the steps. The Midland Terminal Depot's plaque is up, and the windows are boarded.
- b. **Teller County Historic Preservation Committee Discussion – David Martinek** – The actual name is "Teller Historic and Environmental Coalition," which will be noted in future documents. Mr. Martinek will be re-scheduled for the December meeting.
- c. **2025 Work Plan** – The plan is the same as presented in the last two meetings. Last year the budget was approved in November. Director Schminke noted that per Kimberlee, the State is reviewing the grant for the Roberts' House. Mr. Langley clarified that the Baggage Building in Bergstrom Park is now listed under Future Projects (F.2.) because of the Bergstrom Park Revisioning Process, but it is on the radar in the park planning.

- d. **2025 Budget** – An \$11,900 grant was submitted in October for the Junction House. The Baggage Building was changed to zero because of the park revisioning. The entire HPC Budget was proposed at \$14,800 for 2025. Chair Glauth went over a few 2024 expenses. The unknown is still the cost of the Local Historic Landmark plaques.

MOTION: Mr. Black moved and Mr. Simonson seconded to approve the 2025 Work Plan and Budget. The motion carried unanimously.

- e. **Templeton Cemetery Restoration Plan** – Mr. Plutt sent Senior Planner Gates some information on the work accomplished and a history packet pertaining to the cemetery. A complete history of the cemetery, including Templeton’s roll in the Sand Creek Massacre, needs to be completed. The overall plan for the cemetery is still needed, and may include a fence and to allow for public access across private land. The land was never actually dedicated as a cemetery. Mr. Plutt has two more headstones to install.
- f. **Historic Designation Possibility – 107 W. Henrietta Avenue** – Mr. Langley reported that there is no update because the owner must replace the roof.
- g. **Roberts House Property Grant Application Update** – No update.
- h. **Voss Building** – Chair Glauth gave a short history of the DDA’s idea to demolish the building. She suggested that the DDA be informed of the preservation idea and the HPC’s mission, which is on the City’s website.

5. **Reports:**

a. **Committee Members’ Reports** –

Mr. Black reported that he met the great-great-grandniece of “Henrietta,” for whom Henrietta Street is named.

Terms were discussed. Mr. Black and Vice-Chair Allred’s terms expire on January 1, 2025. A letter of interest and an interview by the City Council are required for consideration for term renewal/re-appointment.

b. **Council Member Liaison’s Report** – No report due to absence.

- c. **Planning Director’s Report** – Senior Planner Gates reported that the CLG report was submitted and accepted. Vice Chair Alred, Mr. Black, and Senior Planner Gates will likely attend the Saving Places Conference in Colorado Springs various days between January 29th to February 1st, 2025. Important topics include commission assistance and mentoring programs specific to CLGs and local HPCs.

- 6. **Public Comment on Items Not on the Agenda** – Mr. Plutt stated that it’s important to keep projects on the agenda so they continue to be discussed.

- 7. **Adjournment:** The meeting was adjourned at 4:39 p.m. The next meeting is scheduled on Tuesday, December 3, 2024 at 3:30 PM, in City Hall.

Recorded by Amy Wolin, Permit Technician and approved by the HPC:

This _____ day of _____, 2024

Laurie Glauth, Chair

PRESERVATION CAMP

Commission Assistance and Mentoring Program



OBJECTIVES

The goal of CAMP is to provide high quality, engaging, and informative training to historic preservation commission members, staff, and elected officials through presentations, hands-on exercises, group discussions, networking, and mentoring.

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<https://www.napcommissions.org/camp>

TOPICS

- Preservation Legal Basics
- Commission Meeting Procedures
- Standards and Guidelines for Design Review
- Design Review Exercise
- Preservation Planning
- Community Engagement & Public Support
- Pre-Disaster Adaptation & Post-Disaster Rehabilitation

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FEBRUARY 1, 2025

9:00 AM - 4:45 PM

Saving Places Conference
Cheyenne Mountain Resort
Colorado Springs

Scholarships Available!

CAMP provides education for local preservation commissions, planning staff, elected officials, and partner organizations at beginner and advanced levels.

[Register here](#) as part of your Saving Places Conference agenda.

This training qualifies for continuing education credit

