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## Historic Preservation Board

Donna Walker, Chairperson

Beth Block-Vice-Chairperson  
Cristian Gonzalez-Torres  
Kathy Kvasnicka

Al Mowrer  
Penny Rankin  
Marlene Stieber

### **Historic Preservation Board Agenda Regular Meeting March 7, 2019 6:15 P.M.**

*(Order & Contents Subject to Change by Action of the Historic Board)*

#### **Call to Order - Roll Call**

#### **Approval of Agenda**

**Consent Agenda** – Consent Agenda items are considered to be routine and will be enacted by one motion and vote. There will be no separate discussion of Consent Agenda items unless a member so requests, in which case the item may be removed from the Consent Agenda and considered at the end of Discussion Items.

- a. Approval of the Minutes of the February 7, 2019 Meeting

**Public and Visitor Input** – This portion of the Agenda is provided to allow members of the audience to present comments to the Board. The Board may not respond to your comments this evening, rather they may take your comments and suggestions under advisement or your question may be directed to the appropriate staff member for follow-up.

#### **Action Items**

- b. None

#### **Discussion Items**

- c. CLG Grant Application for Residential Survey
- d. Review of Municipal Code on Historic Preservation & Secretary of Interior's Standards

#### **Future Business**

- e. Next Board Meeting April 4, 2019

#### **Adjourn**

**RECORD OF PROCEEDINGS**  
**FORT LUPTON HISTORIC PRESERVATION BOARD**  
**February 7, 2019**

The Historic Preservation Board of the City of Fort Lupton met at the City Complex, 130 South McKinley Avenue on Thursday, February 7, 2019. Vice-Chair Beth Block called the meeting to order at 6:15 p.m.

**ROLL CALL**

Those present were Members Kathy Kvasnicka, Al Mowrer, and Marlene Stieber. Also present was the City Planner Alyssa Knutson, and Planning Technician Stephanie Darnell.

**APPROVAL OF THE AGENDA**

Member Vice-Chair Beth Block requested an approval of the agenda. Member Marlene Stieber made a motion to approve the Agenda, and Member Al Mowrer seconded the motion.

Motion passed unanimously.

**APPROVAL OF THE CONSENT AGENDA**

Vice-Chair Beth Block requested an approval of the consent agenda. Member Kathy Kvasnicka made a motion to approve the Consent Agenda and Member Marlene Stieber seconded the motion.

Motion passed unanimously.

**PUBLIC AND VISITOR INPUT**

There was public present, but they did not wish to address the board.

**ACTION ITEM**

**St. Andrews Church Report of Acceptability**

City Planner Alyssa Knutson recapped previous meetings with the board, the proposed work being done on the church as well as what was reviewed at the staff level.

Pamela Miller-Chavez, the owner of the St. Andrews Church, stated that she updated the plans for the remodel proposal in order to have fewer exterior changes. She proposed to have a patio door on the north elevation for more access of the space, and a Juliette balcony for the master bedroom on the east elevation for egress and to allow for more light. She stated that she also included a plain window if the board did not like the balcony.

Ms. Knutson stated that on the staff level, the current proposal is much better. She stated that they felt the new proposal is fitting in more with the context of the church. She stated that the proposed patio doors on the north side are not required, and there are concerns for removing the historic

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windows, but staff does not wish to take a stance on the patio doors. She stated that for the east elevation, the recommendation would be for the plain window rather than the balcony, based on Secretary of Interior's Standards. She concluded by stating that staff recommends moving to final review of the proposal since there has been a considerable amount of discussion on this project.

Member Al Mowrer asked if the proposed doors and egress window were going to be the only changes to the church.

Ms. Miller-Chaves nodded in agreement.

Member Marlene Stieber stated that she did not mind the patio doors, but she did not like the Juliette balcony. She stated that it will be quite visible from Second Street and it will totally change the exterior of the church.

Vice-Chair Beth Block stated that she is okay with the balcony and does not feel it takes away from the church.

Member Al Mowrer agreed and thought it was a neat idea and that it could be re-patched with brick to bring it back to normal.

Member Kathy Kvasnicka stated that she did not like the balcony either. She stated that since the church is a plain structure, she did not feel the balcony fit the design of the church.

Member Al Mowrer asked if Ms. Miller-Chavez would provide a ladder for egress.

Ms. Miller-Chavez stated that she will provide a portable ladder if it is high enough.

Ms. Knutson stated she recommended the shingling on the east elevation should not be damaged since it appears to be historic. She also mentioned that cross was not depicted on the proposal drawings, but that the board had stated in past meetings that it should not be removed.

Ms. Miller-Chavez stated that she believes the shingling can be avoided and that she did not know why the architect did not put the cross on the picture, but she will leave the cross there.

Ms. Knutson stated that she recommended the board do two votes – one for the patio doors on the north elevation and one for the window or Juliette balcony on the east elevation.

Ms. Miller-Chavez stated that if the balcony is chosen she would tie in the railing on the balcony to what was in the front to provide more symmetry from the front and back elevation.

Ms. Knutson showed pictures where the patio doors are proposed and the rear elevation for the proposed egress window.

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Vice-Chair Beth Block asked for a motion to approve the north elevation patio doors as shown in the drawing. Member Marlene Stieber made a motion to approve the patio doors, and it was seconded by Member Al Mowrer. Member Kathy Kvasnicka also agreed.

Vice-Chair Beth Block asked for a motion to approve to the egress window or Juliette balcony with door for the master bedroom on the east elevation.

Ms. Knutson stated that before installing, it should come back to Historic Preservation since the design of window or balcony with door has not been provided for review. This decision they are voting on today should only be to allow an egress window or door to be cut, however, final design should still be presented to the board at a separate meeting.

Ms. Miller-Chavez agreed. She also asked that if she had to wait for the door to be approved, can she start on the other permitted pieces and not make the other changes.

Ms. Knutson stated that she would be okay with that, this would just determine if this would allow for the egress and what form would be allowed.

Member Marlene Stieber and Kathy Kvasnicka stated that they were okay with the window, not the balcony.

Vice-Chair Beth Block stated that she was okay with the balcony, however suggested that Ms. Miller-Chavez use the window that is taken out for the patio doors in lieu of a door.

Mr. Miller-Chavez stated that she could reuse the window, and would reconfigure the window hinging and she might change out the center pane to be clear.

Vice-Chair Beth Block asked for a motion to approve the recycled north elevation window for the master bedroom east elevation egress. Vice-Chair Beth Block made the motion to approve the window and it was seconded by Member Al Mowrer.

Ms. Knutson stated that she thinks there should be another vote to determine the egress size that would be permitted, and if it would be for a window or a door.

Discussion took place and the Board determined it would be approved for a window, and not a door.

Ms. Knutson asked what the size of the window being proposed was.

Ms. Miller-Chavez referred to her submitted plan.

Member Al Mowrer stated the window was 37 inches by 34 inches high.

Ms. Knutson asked if that was for only one of the windows, or for all three of the historic windows that would be removed and reinstalled.

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Member Al Mowrer stated that it was all three windows.

Ms. Miller-Chavez agreed and that one window already met egress, but she would prefer to use the bank of three windows since they were about twelve inches wide a piece.

Discussion about how to word an approval for an egress window took place.

It was decided that if the existing window was to be used, the board would accept that exterior change, but if the window was not able to be used, then Ms. Miller-Chavez would be permitted an egress window in the minimum size required by building code, and need to come back to the board for review of the type and design.

Vice-Chair Beth Block asked for a motion to approve the reused historic window for egress in the master bedroom on the east elevation. If the historic window cannot be used, then alternatively approving an egress window in the minimum size required by building code, and requiring that Miller-Chavez would need to come back to the board to review the type and final design of that window. Member Al Mowrer approved the motion, and Member Kathy Kvasnicka seconded.

### **DISCUSSION ITEMS**

#### **CLG Grant**

Ms. Knutson stated that she and Member Kathy Kvasnicka worked together to submit the Residential Survey of twenty (20) more properties along South Park Avenue and part of South Denver Avenue.

Member Kathy Kvasnicka stated that she spoke with History Colorado, and that they advised her to get quotes since she was not able to get official bids. However, they also informed her that since it was a continuation of a phased project, the application may be reviewed less severely.

Ms. Knutson stated that Member Kathy Kvasnicka did a great job, and the results would be released in March.

Discussion on future submittals were discussed.

#### **Saving Places Conference Recap**

Discussion about the Saving Places Conference took place.

### **FUTURE BUSINESS**

CLG Grant Update

St. Andrews Update

Next Board meeting March 7, 2019.

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**ADJOURNMENT**

Member Kathy Kvasnicka made a motion to adjourn the February 7, 2019 meeting at 6:54 p.m. and Member Al Mowrer seconded the motion.

Submitted by:

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Stephanie Darnell, Planning Technician

Approved by Historic Preservation Board

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Donna Walker, Chairperson