

**CITY OF LAKEWOOD
HISTORIC PRESERVATION COMMISSION
STUDY SESSION MINUTES
May 18, 2021**

Commissioners Present:

Jessica Pierce
Heather Peterson
Kelly Cvanciger
Nicole Lane
Rebecca Silva
Poppie Gullett

Commissioners Absent:

None

Staff Present:

Alexis Moore, Principal Planner
Shannon Terrell, Associate Planner
Jeanne Ramsay, Consultant to the HPC

ITEM 1: CALL TO ORDER

Chairperson Lane called the meeting to order at 6:30 p.m. The meeting was held virtually using Zoom and recorded. The recording of the meeting is available upon request from the Secretary to the Commission through the Planning Department.

ITEM 2: GUEST INTRODUCTIONS (IF ANY) AND PUBLIC COMMENTS RECEIVED BEFORE THE MEETING ON ANY ITEM NOT ON THE AGENDA

No guests were present.

ITEM 3: APPROVAL OF MEETING MINUTES – March 16, 2021

Commissioner Cvanciger moved to approve the meeting minutes from March 16, 2021. Commissioner Peterson seconded the motion and the Commission approved the minutes unanimously.

ITEM 4: COMMISSIONER INTRODUCTIONS AND ICEBREAKER

The Commissioners introduced themselves and talked about their years serving, affiliation with historic preservation, and reason for serving on the commission. Chairperson Lane welcomed the new commissioner, Poppie Gullett.

ITEM 5: STAFF UPDATE

Commission Vacancies

Ms. Moore informed the Commission that there have been no new applications for the vacant position and encouraged them to share the posting with others to apply. The City Clerk's office asked Staff to revise the application to include supplemental questions to help with selection. Staff will continue to update the Commission when those positions are filled.

Daniel's School

Ms. Terrell stated that a Lakewood resident reached out to city staff about a demolition of an older historic resource, formerly known as Daniels Elementary School at 1400 Simms St. Ms. Terrell informed the Commission that the building was converted to an office building at some point and had significant exterior alterations that made the school no longer recognizable. Katy Lewis at Heritage Lakewood Belmar Park was able to photograph the few interior historical artifacts that remained before demolition, including old basketball courts and door finishes for the museum. Ms. Terrell will share those photos with the Commission.

Response letters to development proposals from HPC

Ms. Ramsay and Chairperson Lane drafted a template letter for development proposals that involve properties that are identified as having historical significance. Staff will continue to coordinate letter responses to development cases moving forward.

ITEM 6: COMMISSION UPDATES/GENERAL BUSINESS

Lakewood Historical Society

Commissioner Pierce informed that the last Lakewood Historical Society's meeting was canceled but that she will continue to attend the monthly meetings and update the Commission.

Preservation Month Committee Update

Ms. Terrell announced that the Scavenger Hunt guide is posted online at Lakewood.org/CelebratePreservationMonth. Ms. Terrell showed the Commission the event webpage and Scavenger Hunt guide. Staff has received a few submissions and the feedback has been very positive. Ms. Terrell added that participants would like to see more events like this held in the future. The answer guide will be posted online in June and three winners will be selected to receive a prize to be announced at the end of June. Ms. Moore added that the event has received a lot of publicity on various social media accounts and news outlets, including local news channels and Denver Post. Ms. Moore encouraged the Commission to help spread the word.

Morse Park Survey Next Steps Implementation

Ms. Ramsay updated the Commission that the committee met twice to discuss next steps. Commissioner Cvanciger shared that the group walked two high priority subareas identified from the plan and took some photos to document structures with high integrity. Commissioner Peterson added that the group found some architecturally unique homes including a few Usonian-influenced, contemporary, and a handful of English Norman Cottages with good integrity.

The workgroup discussed hiring a consultant to complete intensive-level surveys for structures with high integrity. Commissioner Peterson suggested that the Commission has significant expertise and could complete reconnaissance-level surveys as a Commission-led effort. The Commission discussed next steps, including time and effort needed to complete reconnaissance surveys and a notification letter to the neighborhood. Staff will assist the Commission in neighborhood outreach to ensure the community is aware of this effort before it begins. Next steps for this workgroup include organizing the volunteer effort, including a potential timeline, work program, and expected time commitment needed from the Commission and coordinating community outreach.

Outreach to Property Owners Letter

Chairperson Lane and Ms. Ramsay created a letter for development proposals as a template to start. Ms. Ramsay and Chairperson Lane will continue to work on this letter and provide updates at the next meeting.

CLG Training Webinars

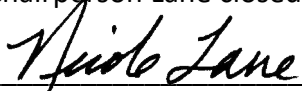
Ms. Ramsay informed the Commission that the State Historic Preservation Office (SHPO) has various webinars and trainings online, including some for new Commissioners to become familiar with the rules and regulations for Certified Local Governments (CLGs), and past webinars that the Commission can review. The webinars and trainings are found online at <https://sites.google.com/state.co.us/clg-training-portal/home>. Ms. Ramsay and Staff will ask SHPO if the online webinars are eligible to satisfy the CLG requirement in the annual report.

ITEM 8: NEXT MEETING DATE AND TOPICS

The next meeting is scheduled for July 20, 2021. Topics include update on the Morse Park reconnaissance-level surveys and outreach letter to property owners and residents of Morse Park neighborhood.

ITEM 9: ADJOURN

Chairperson Lane closed the meeting at 7:37 p.m.



Nicole Lane, Chair