

**Record of Proceedings  
City of Lafayette, Colorado  
Council Chambers  
1290 S Public Road**

**Historic Preservation Board Meeting  
May 2, 2022**

**I. Call To Order**

Chair Dugan called the Lafayette Historic Preservation Board meeting of May 2, 2022 to order at 6:30 p.m. in the Council Chamber at Lafayette City Hall, 1290 S. Public Road.

**Roll Call/Attendance**

Those attending included Chair Kim Dugan, Vice Chair Amanda Downes, and Board Members Nicholas Bernhard, Doug Conarro, Whitney McClellan, and Grant Swift.

Absent: Board member Lauren Kelley

Staff present: Planning Manager Jana Easley, Senior City Planner Marcy Gerwing, and Recording Secretary Michelle Verostko.

**II. APPROVAL OF MEETING MINUTES FOR APRIL 4, 2022**

*Vice Chair Downes moved to approve the meeting minutes for April 4, 2022. Board member Bernhard seconded the motion. All voted in favor of the motion.*

**III. ITEMS FROM THE PUBLIC NOT ON THE AGENDA**

Seth White, 311 E. Chester Street, Lafayette, expressed concern about the Staff Analysis portion of the staff report for applications particularly a recent Planning Commission staff report. He stated the Staff Analysis reads like a recommendation and is concerned that it is strongly influencing the Board in their decisions. He stated it is the Board's responsibility to review the criteria. He asked what the repercussions are for demolition of structures without a demolition permit.

The Board stated they would discuss both items at their upcoming retreat.

Vicky Uhland, 303 W. Simpson Street, Lafayette, stated she liked the new Staff Update Memo. Ms. Uhland expressed concern about the staff reports in the Board's agenda packet and the Board's quasi-judicial role. She stated that she emailed her concern to the City Attorney and City Manager and feels staff has overstepped their role by providing analysis of the criteria, influencing the Board's vote, and telling the Board how to vote. She stated it is not staff's job to tell the Board how they think the application meets the code criteria.

Board member Conarro explained that the Demo Review Committee has two historic preservation board members and one city staff planner. The Committee reviews all submitted demolition permits on historic buildings. It is up to the Committee to review the application against the code criteria, and the Committee determines whether the Historic Preservation Board should then review the application. Mr. Conarro explained the Committee provides their comments to city staff and city staff does the report.

Chair Dugan added that the findings from the research the committee does determines whether the Board reviews the application, or the Committee releases the demolition permit application.

Board member Bernhard agreed with Board member Conarro. He stated the review committee reviews the application based on facts and evidence when they make their determination to have the whole Board review it or not.

Vice Chair Downes said she is not concerned about the staff report influencing her. She explained that the Board and staff will be making the demolition review process clearer for everyone.

Chair Dugan stated the Board recognizes there are concerns about staff reports and the Board will discuss this at their May 14 retreat.

#### **IV. AGENDA ITEMS**

##### **A. APPLICATIONS**

###### **a. 105 W. Geneseo – Demolition of Garage.**

Chair Dugan stated that staff is requesting the Board to continue the public hearing for 105 W. Geneseo garage demolition to either a special meeting date in May or to their June 6, 2022 meeting.

Senior Planner Marcy Gerwing explained that staff did not meet the public notice requirements; therefore staff is requesting the Board continue the review of the application to either a special meeting on either May 16 or May 19 or continue the hearing to their June 6 meeting.

The Board discussed what dates worked for them and decided to hold the meeting as soon as possible via Zoom on May 16.

##### **Motion:**

*Vice Chair Downes moved to continue the public hearing for 105 W. Geneseo Street, Demolition of Garage, to a special meeting on May 16 at 6:30 PM via Zoom. Board member Bernhard seconded the motion. All voted in favor of the motion. The motion passed six in favor, one absent.*

###### **b. 608 E Geneseo – Certificate of Appropriateness for Restoration of Outbuilding and Request to Support a Setback Variance Request.**

Board member Grant Swift recused himself from the meeting because he is an owner of the property and is the applicant. He left the Council Chambers. Board member Doug Conarro disclosed that he had meetings with the owners Grant Swift and Lynn Riedel about the property and did not receive any payment. He stated he can be impartial during the review of the application.

Senior Planner Marcy Gerwing reviewed the order of the meeting. She stated the request is for a Certificate of Appropriateness for the restoration of an outbuilding and a request for the Historic Preservation Board support for a setback variance. She presented a slide showing the location of the property and the current Improvement Location Certificate of the property. She stated the property is located at 608 E. Geneseo Street and it is known as the Pearce House. Property Owners, Lynn Riedel and Grant Swift, requested the Pearce House be landmarked and designated on the Lafayette Register of Historic Places in 2017. It included the house, shed/outhouse, and garage.

Ms. Gerwing stated the request is to restore the outbuilding on the property. The scope of work includes installing a new sill, placing the building on flagstone, selective in-kind replacement of rotted wood, and replacing the cedar shake and asphalt roofing with new wood shelves. Ms. Gerwing showed pictures of the outbuilding as it looks today, the proposed exterior material samples, and the building plans.

Ms. Gerwing explained the shed/outbuilding is currently located zero feet from the rear property line. The City's dimensional setbacks requires a five-foot setback. The city code requires an existing structure to meet current setbacks if it is moved to a new foundation. Staff supports keeping the outbuilding in its current location and supporting the setback variance.

Lynn Riedel, 608 E. Geneseo Street, Lafayette, explained the outhouse/shed built in 1905 has settled into the ground because of time, aging wood, and alley activities. Ms. Riedel described the structure and its uses. She described the proposed restoration they plan to do. She explained that moving the building to meet the current setback requirements would take the structure out of context and would not allow them to preserve the hole. She asked the Board to approve their request for altering the landmark building and supporting the setback variance.

The Board asked Ms. Riedel if they intend to use the restored building as a shed. Ms. Riedel stated yes but they also want the ability to excavate the site in the future.

Ms. Gerwing presented staff analysis and reviewed the Certificate of Appropriateness application against the criteria in the Lafayette Historic Preservation Code Section 47-18 and discussed staff's findings. Staff considers the restoration of the outbuilding at 608 E. Geneseo Street to meet the criteria, in that the historic character of the property would be retained and preserved, deteriorated features will be replaced in-kind and will match the old in design, color, texture, other visual qualities and materials.

Ms. Gerwing reviewed the criteria for variances specific to designated landmarks outlined in the Lafayette Municipal Code Section 27-4-4(b)(3). She discussed staff findings for support. She stated the building is contributing to the landmarked site and that moving the structure from its original location would have an adverse impact on the historic character of the property.

The Board asked the applicant if they will do the work themselves. Ms. Riedel indicated they will collaborate with a neighbor on the restoration. She stated they will use siding from a previous project that matches the siding on the shed.

The Board discussed the setback request and variance criteria. The Board discussed keeping the building at the same location to maintain the historic significance of the structure and it would allow for future excavation of the site. The Board discussed their appreciation and support that the applicant is trying to match the existing material for the proposed alterations.

### **Motion**

*Vice Chair Downes moved to approve a Certificate of Appropriateness for 608 E. Geneseo Street, finding the application meets the requirements of the Lafayette Historic Preservation Code Section 47-18. Board member McCellan seconded the motion. All voted in favor of the motion. The motion passed five in favor, one recused, and one absent.*

### **Motion**

*Vice Chair Dugan moved to support a setback variance for the contributing outbuilding at 608 E. Geneseo Street, finding the request meets the criteria in Lafayette Municipal Code Section 26-24-4(b)(3). If the building were moved, the significance would be negatively impacting the archaeological significance/potential. Board member Conarroe seconded the motion. All voted in favor of the motion. The motion passed five in favor, one recused, and one absent.*

### **B. DISCUSSION ITEMS**

*Board member Swift returned to the meeting.*

#### **a. Board Retreat (May 14)**

Planning Manager Jana Easley stated that the agenda will include the following format/topics:

- Opening – introduction/welcome
- Why you serve
- Navigating polarity
  - Conflicting roles
  - Balance wants and desires and property rights
  - Demolition review process
- Resourcing Board Functions
- Duties – balance with decisions and outcomes
- Closing

Ms. Easley noted there would be breaks including a lunch break.

The Board asked if they could request wildcard or open discussion on topics. Suggested topics included digitizing, enforcement, staff recommendations/staff reports, and demolition review.

Board member Swift reminded staff that he is unable to attend the Retreat.

#### **b. Art Night Out Booth Volunteers**

Planner Marcy Gerwing stated staff has reserved a booth for each of the five Art Night Out events this summer. She explained the volunteer commitment includes setting up the tent and booth before 4 PM, engaging with people, providing an arts-related activity, and taking the booth down at 9 PM. She noted the setting up and breaking down of the tent is a two-person task, so staff is looking for two volunteers for each event. She added that Lafayette Historical Society is interested in sharing a booth and staff has reach out to LURA to see if they are also interested. She stated this is an opportunity for the Board to participate and she asked them to let her know if they can volunteer.

Vice Chair Downes and Board member Conarroe volunteered for May 13, Board member Bernhard volunteered for June 10, Chair Dugan tentatively volunteered for August 12, and Grant Swift tentatively volunteered for September 9.

The Board discussed the location of the booth and items they need to have on hand for the booth such as maps of landmarked properties and walking tour, grant flyers, and grant applications. The Board asked that the Art Night Out Booth topic remain on the Update Memo each month.

**c. Election of Vice Chair (June 6)**

Chair Dugan asked the Board members to consider serving as Vice Chair.

**C. OTHER BUSINESS**

**a. Staff Updates**

Senior Planner Gerwing gave updates on the following items:

**Historic Preservation Cases Reviewed April 1-April 22, 2022**

**1. Non-Designed Demolition Review.**

- a. 105 W. Geneseo Street – Demolition of garage. The Demolition Review Committee referred the application to the Board. The Board continued the review to May 16, 2022.
- b. 707 S. Public Road - Demolition of 1908 building. The Demolition Review Committee approved the application, finding the extent of alterations has diminished its historic significance.

**2. Certificate of Appropriateness Review:**

- a. 608 E Geneseo Street – Restore outbuilding on the Pearce House property. The Demolition Review Committee referred the application for review by the Historic Preservation Board at a public meeting. The Board approved the request on 5-2-22.

**3. Landmark Designation Applications:** None reviewed.

**Historic Preservation Fund Balance.** Ms. Gerwing. stated the overall fund balance is \$64,415.

**2022 Historic Preservation Priorities/Work Plan.** Ms. Gerwing explained that the contractor for the Phase I of the Outbuilding Survey should have the work completed in September rather than August. Therefore, staff adjusted the Work Plan by moving the Board Tour of Past Projects and the Heritage Award Applicants from September to August.

**2022 Historic Building Improvement Grants.** Ms. Gerwing stated staff has received five applications. She asked whether existing Board members are eligible for this grant. The Board discussed concerns they have about being able to be impartial or appear impartial when making decisions regarding the grants for Board members serving on the Board.

**Motion**

*Vice Chair Downes moved that serving Board members are not eligible to apply for Historic Building Improvement Grants. Board member Swift seconded the motion. All voted in favor of the motion.*

**2022 Historic Preservation Board Retreat.** Ms. Gerwing stated the Board already discussed this item earlier in the meeting.

**Booth at Art Night Out.** The Board discussed having the Historic Building Improvement Grant applications at the Art Night Out booth and using that event to promote the grants. Because of the short turnaround time for people learning about the grant program at Art Night Out, the Board discussed extending the deadline for the grant applications. The Board extended the Historic Building Improvement Grant application deadline to Monday, May 23.

Staff indicated they would make the necessary updates for the extension on the website and social media and provide the Board with applications and flyers for the booth.

The Board discussed how to oversee donations they receive at Art Night Out. The Board agreed to stop accepting donations.

**287/Arapahoe Gateway Pillars.** Ms. Gerwing stated the staff update memo had the latest updates from Bill Meyers on the public forums regarding the pillars.

**City Hall Scanning Project.** Ms. Gerwing explained the following historical documents will be scanned during the City Hall scanning project: cemetery records, old minutes ledgers, and finance ledgers. Board member Conarro asked what happens to those historic documents once scanned. Ms. Gerwing stated she would follow up with the City Clerk to verify where the city will archive the original documents.

**b. Liaison Comments**

Vice Chair Downes spoke as the liaison representative for the Lafayette Historical Society and stated they are holding another lecture on the 9 Mile Corner at the Lafayette Library on Saturday, May 14, 2022 at 10:30 AM. She stated the curator is resigning and the Historical Society will plant a rose in their garden for John Krueger.

**c. Board Comments**

Chair Dugan thanked Vice Chair Downes for her service on the Board. She stated Ms. Downes has been an incredible resource, she is proud of the work she had done while serving on the Board, and she will miss her. Vice Chair Downes stated she has enjoyed serving on the Board.

Board member Bernhard asked about penalties for code violations. The Board discussed enforcement issues with code violations.

**V. UPCOMING AGENDA ITEMS**

1. 2022 Historic Building Home Improvement Grants

**VI. ADJOURNMENT**

Chair Dugan adjourned the meeting at 8:15 p.m.

ATTEST:

CITY OF LAFAYETTE, COLORADO

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Jana Easley, Staff Liaison  
Historic Preservation Board

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Kim Dugan, Chair  
Historic Preservation Board