



City of Florence

Florence Municipal Center
600 W. 3rd Street, Florence, Colorado 81226.
(719) 784-4848 Fax (719) 784-0228
Email: planning@florencecolorado.org
www.cityofflorence.colorado.gov

Members:
Brandon Angel
Millie Wintz
Fran Black
John Dixon
Sue Kinzer
Scott McMillin
Sherry Sky Stuart

CITY OF FLORENCE
FLORENCE HISTORIC PRESERVATION COMMISSION
FLORENCE MUNICIPAL CENTER, CITY HALL CHAMBERS
Tuesday, January 30, 2024 at 4:30 p.m.

AGENDA

- I. Call to Order
- II. Roll Call
- III. Approval of the Minutes from the October 24, 2023 Meeting
- IV. New Business –
 - a) 2023 History Colorado Evaluation Review
 - b) Florence Archives January 2024 Committee Report
 - c) Projects and Committees – Discussion
- V. Next Meeting Date and Time: Tuesday, February 27, 2024
@ 4:30 p.m.
- VI. Adjourn



City of Florence

600 West 3rd Street
 Florence, Colorado 81226
 (719) 784-4848 Fax (719) 784-0228
 Email: planning@florencecolorado.org
www.florencecolorado.org

FLORENCE HISTORIC PRESERVATION COMMISSION
 Tuesday, October 24th, 2023
 4:30 P.M.

Members	Present	Absent
Chair Angel	X	
Vice Chair Wintz	X	
Member Black	X	
Member McMillin	X	
Member Dixon	X	
Member Kinzer	X	
Vacant		
Council Representative MacKinnon		X

Staff Present	Present	Absent
Planning Technician Fox	X	

I. Call to Order

Chair Angel called meeting to order at 4:30 p.m.

II. Roll Call

All members present.
 Council Representative MacKinnon absent.

III. Approval of Minutes from the August 29th, 2023 Meeting

Member Black makes the motion to approve the August 29th, 2023 meeting minutes.

Seconded by Member McMillin

Roll Call: 6 Ayes

Approval of Minutes from the September 26th, 2023 Meeting

Member Black makes the motion to approve the September 26th, 2023 meeting minutes.

Seconded by Member Kinzer

Roll Call: 5 ayes – Member Angel abstains / absent from meeting



City of Florence

600 West 3rd Street
Florence, Colorado 81226
(719) 784-4848 Fax (719) 784-0228
Email: planning@florencecolorado.org
www.florencecolorado.org

IV. New Business

a) **Hearing – Certificate of Appropriateness Application – Elks Club #611**

- Planning Tech Fox states that the Elks Club has submitted a Certificate of Appropriateness for a temporary change to the exterior of the building. The Elks Club would like to remove the Oriented Strand Board or OSB from the openings, which are mostly windows, in the building and replace with hard board composite siding. This would be a temporary change until grant funding from the state could be received in order to replace the windows.
- Member McMillan states that the composite siding is more of a decorative feature than a stability change.
- Steve Channel, Trustee of Elks Lodge #611, states the main reason to install the composite siding is to stop the infiltration of moisture through the current windows. Mr. Channel is unaware of how long the OSB has covered the windows but it has decayed to a point where rain is able to infiltrate into the building causing damage to the interior. Moisture is getting into the walls, between the brick and interior walls, where the brick is now pushing out. This change is also cosmetic for now because with the OSB on the windows, the building does look abandoned. The composite siding will be painted with a natural color, which is a lite chocolate brown. The Elks Club is working with History Colorado on grants, and they would like restore the building to the condition it was in the 1950s. At this time, the Elks Club is almost through a historical evaluation by an architect. Mr. Channel states it is more than likely that the first item that will be needed for the building is going to be the roof, then brick repair and then windows.
- Member Wintz stated that the submission of the application was from a maintenance prospective but replacing the windows with siding at this moment is actually saving the structural integrity of the building.
- Planning Tech inquires how the siding will be installed or anchored.
- Mr. Channel states the OSB has been screwed to the windows, the OSB will be removed and then the new siding will be screwed in to the windows as well and then caulking will be used to seal the siding.
- Chair Angel inquires if there is any comment from the public.
- Sherry Skye Stuart, states she is applying to the Commission to be a member and gives a brief synopsis of her experience and study of local history.
- Chair Angel returns to the hearing and inquires if there are any other questions from the Commission.
- Member Dixon inquires if the Elks Club has a budget for items that will not be covered by the grants.
- Mr. Channel states they do not have a budget for building repairs, but are doing fundraisers for match funds for the grants.
- Member McMillin inquires if the Elks Club has been landmarked.
- Planning Tech states that the Elks Club is on the National and State Historical Registries.

Member Wintz makes the motion to approve the Certificate of Appropriates Application for Elks Club #611 for the temporary replacement of the window coverings for the stabilization of the structure.

Seconded by Member Dixon

Roll Call: 6 ayes

By: _____
Historic Preservation Chair

Date: _____

Certified Local Government (CLG) Quadrennial Evaluation Form

Name of CLG: City of Florence

Date(s) of Visit(s): 6/27/23

Name of HPC: Historic Preservation Commission

Evaluation Period: 2020-2023

A. The local government shall enforce appropriate state and local legislation for the designation and protection of historic properties.

- N/A The CLG enforces the local preservation ordinance for the designation of local properties.
- N/A Designation decisions of the HPC are consistent with the local ordinance and the Secretary of the Interior's Standards for Identification and Evaluation.
- N/A Design decisions of the HPC are consistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties and, if applicable, local design guidelines.

Comments:

No properties were designated during the evaluation period. The HPC did not review any design review applications during the evaluation period.

B. The local government shall maintain an adequate and qualified historic preservation commission (HPC).

- ✓ The CLG maintains an adequate and qualified HPC, which includes 40% professional members unless such members cannot be recruited.
- ✓ Résumés have been provided for commission members.
- N/A The required expertise is utilized in local design review.
- At least one member of the commission attends a SHPO-approved training each year.
- ✓ The CLG provides minutes of HPC meetings to SHPO.
- ✓ An Annual Report is timely filed each year.
- ✓ The HPC meets at least four times per year.

Comments:

No HPC members attended SHPO-approved training in 2021 and 2022, although this was corrected in 2023. Meeting minutes and annual reports are submitted in a timely manner.

C. The local government shall maintain a system for the survey and inventory of historic properties.

- ✓ The CLG maintains a survey and inventory process consistent with the SHPO's comprehensive historic preservation planning process.
- N/A The CLG utilizes the SHPO's survey and inventory form or one approved by the SHPO.
- N/A The CLG provides copies of all completed inventory forms to the SHPO.
- ✓ The CLG's survey and inventory records are organized and accessible to the public.

Comments:

No sites were surveyed during the evaluation period. A citywide historic context study was completed.

D. The local government shall provide for adequate public participation in the historic preservation program, including the process of recommending properties to the National Register.

- ✓ The CLG provides notice of its meetings to the general public.
- ✓ The CLG allows public participation for all matters scheduled for a public hearing.
- ✓ The CLG keeps on file minutes of meetings where all decisions and actions are taken, including the reasons for making the decisions.
- ✓ If applicable, the CLG carries out review of National Register nominations in accordance with CLG program procedures.
- ✓ If applicable, the required expertise is utilized in reviewing National Register nominations.

Comments:

Adequate public notice is provided for meetings and public hearings. Meeting minutes are available on the City's website. One National Register nomination was reviewed during the evaluation period.

E. The local government may opt to undertake specific SHPO-delegated responsibilities.

- ✓ Review and Compliance (Section 106)
- N/A Federal Rehabilitation Income Tax Credit
- N/A State Rehabilitation Income Tax Credit
- N/A Historic Preservation Plan

Comments:

The CLG reviewed one Section 106 project during the evaluation period. The HPC does not utilize a Preservation Plan.

Summary Comments:

Overall, the CLG is meeting most of the requirements of the CLG program but needs to focus on consistent training for commission members as well as having a clear plan for future survey projects. Meetings are conducted with an appropriate level of professionalism and HPC members follow proper parliamentary procedure. Records are adequately maintained and made available to the general public.

Recommendations:

We recommend that the HPC develop a survey project prior to the next evaluation in 2027. The CLG may apply for CLG grant funds to complete survey projects. The HPC should also work to ensure that at least one commission member attends SHPO-approved training each year.

Evaluation completed by:

Lindsey Flewelling

Name



Signature

Preservation Planner

Title

11/8/23

Date

Florence Preservation: Survey Project:

January 21, 2024

Farmer's Market Follow-up Report; End of 2023 "You Asked II", beginning "2024 "Cookies of Florence".
Objective: Project Deliverables: Documentation, Community involvement.

1. Intake of information (Documentation) to be stored in Production of site specific survey folders (Blue) by site owners. Workbook Format.
Of the 21 "Blue Folders begun" in June of 2023, 3 were pursued. 1 was completed.
2. The format of INDEX POSTERS featuring specific areas or themes used to stimulate intake information ("cookies") also stimulated community interest in seeing the sites in person.
"One Block" walking tour maps, oriented to the park, were created with one specific site featured with a report.
Each of the 12 weeks produced one "One Block walking tour" with a featured "cookie sheet" site.
More sites will be added to each tour as Blue Folders are completed.

3rd street, east, 100 block. 2nd street east. 100 block.
Front Street, east 100 block. Front Street west 100 block.
Main St east. 100 block. Main Street, west 100 block.
Pikes Peak, south, 100 block. Pikes Peak south, 200 block.
Santa Fe, north 100 block.
2nd street, east, 200 block. 2nd street, 300 block.

"Take away":

1. Since the project intake worksheets were based on the Nomination form for the Florence Historical Sites Registry, the one completed site nomination form was delivered to Florence Preservation Commission.
2. The continuation of the Farmers Market intake ("Blue Folders) /outreach (walking tours) aspects of the Survey Project will be maintained.
Farmer's Market 2024 reservation made (Florence Historical Archive).

Possible projects of interest:

1. March. Community College Mini College Resource Table. Context Survey "Cookies of Florence".
The table has already been reserved (due date already passed) on walking tour aspect of project.
2. June. Internment of Bataan Death March survivor in Union Highland Cemetery. Community and Military support request from Fremont County.
Networking organizations so far: Florence Historical Archive, Florence Chamber of Commerce, and the Fremont Heritage Commission.

There has been no organization meeting or group communication yet.