

**RECORD OF PROCEEDINGS  
FORT LUPTON HISTORIC PRESERVATION BOARD  
April 7, 2016**

The Historic Preservation Board of the City of Fort Lupton met at the City Complex, 130 South McKinley Avenue on Thursday, April 7, 2016. Chairperson Donna Walker called the meeting to order at 4:34 p.m.

**ROLL CALL**

Those present were Chairperson Donna Walker, Board Members Beth Block, Barbara Duncan and Marlene Stieber. Also present was Planner Alyssa Knutson.

**APPROVAL OF THE AGENDA**

Barbara Duncan made a motion to approve the Agenda as submitted and Beth Block seconded the motion.

Motion passed on voice vote.

**APPROVAL OF THE MINUTES**

Beth Block made a motion to approve the minutes of the January 7, 2016 Historic Preservation Board meeting and Barbara Duncan seconded the motion.

Motion passed on voice vote.

**PUBLIC AND VISITOR INPUT**

Zach Martinez was present to discuss the patio for Mulligan Joe's and DebraRay was present to discuss the Cemetery Walk.

**DISCUSSION ITEMS**

**Mulligan Joe's**

Planner Alyssa Knutson stated that Zach Martinez, Co-Owner of Mulligan Joe's was present to discuss the use of the northeast corner of the property as an outdoor patio.

Mr. Zach Martinez explained the northeast corner consists of an existing deck with stairs. The current use is for an employee parking lot. The property will be fenced on the east and south sides. Along the north side is a fence belonging to the Buddhist Temple and on the west is the fence for Gray Oil. The proposed fence is cattle fencing and will not be attached to the building. Additional lighting will consist of lights plugged into the exterior outlets. Tables and chairs will be placed on the outdoor patio area for additional dining. The area is currently asphalt and no additional asphalt or changes are planned. The only change will be to the deck in which the stairs will be removed and replaced with a handicap ramp.

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Planner Alyssa Knutson indicated to the Board that Mr. Martinez's project must be reviewed by the Board if building permits are required because the building is locally designated. The project is under a conceptual review process and the Board will issue a letter of acceptability if approved. The review is an informal process but will go on record.

Mr. Martinez added that the cattle fencing on each side of the building will be about 20 feet. The Fire Marshal has no objections (to the property being fenced).

Marlene Stieber indicated that these changes are not major improvements. The fence to be installed is not a permanent fixture.

The Board agreed the changes meet the requirements of Fort Lupton Municipal Code Section 18-356 and that the changes are permitted.

Planner Alyssa Knutson indicated she would draft a letter of acceptability. She asked Mr. Martinez if there will be any electrical work to be done. Mr. Martinez indicated that the exterior electrical outlets will be used for the outside lighting.

She also added that at the last meeting discussion occurred over sending letters to owners whose houses may be eligible for designation. The discussion also involved having the event at Wholly Stromboli or Mulligan Joe's. Mr. Martinez was asked if he would consider hosting such an event with drinks and possibly a happy hour and also a brief presentation from Mr. Martinez regarding his experience with historic designation. Mr. Martinez indicated he did not have a problem with hosting such event.

Member Beth Block inquired about the start date of the use of the patio. The City Planner indicated that the liquor license must be approved by City Council first.

**DebraRay with Cemetery Tour**

DebraRay Thompson, the Museum Supervisor, brought in examples of the prior Cemetery Tours. Although she was never involved, she is familiar with the research. She also indicated that Bruce Fitzgerald, the prior postmaster, enjoyed being involved in the walk and has expressed interest in helping. Board Member Marlene Stieber has also been involved. Mrs. Thompson noted that she has not been able to find any pictures of the walk. Discussion occurred regarding several City residents and businesses that may like to participate in the Walk. Members and Mrs. Thompson agreed that October would be a good month to have the Walk. The City Planner Alyssa Knutson will draft a timeline for preparation of the Cemetery Walk. Board members thanked Mrs. Thompson for attending and look forward to working with her on the Cemetery Walk.

**2016 Saving Places Conference**

Members Donna Walker and Beth Block attended the Saving Places Conference in February and both expressed enthusiasm in the classes they attended. Mrs. Walker stated that learning opportunities were great as well as the people to resource with.

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**Letters to eligible property owners**

Planner Alyssa Knutson briefly discussed this while Mr. Martinez attended the start of the meeting. Letters will be sent to owners with eligible historic property inviting them to happy hour. A time and date is still to come and must be coordinated with a staff member of History Colorado to answer any questions owners may have.

**Survey Reconnaissance Forms Review Form 1417**

Planner Alyssa Knutson expressed that this project is more overwhelming than expected. She met with Mark Rodman from History Colorado in March to discuss the progress of this project as well as concerns. It will benefit the City to receive a grant from History Colorado to help with the survey.

**Marlene's Photo Banner of Fort Lupton 1920**

Planning Technician Mari Peña zoomed into a few houses from Marlene's photo banner. The houses were compared to the current day house. Members reviewed Al Mowrer's house at 130 McKinley Avenue, 401 2<sup>nd</sup> Street, and 609 1<sup>st</sup> Street. All houses when compared to the 1920 banner, were the same in appearance.

**Plaques for Historic Properties**

Cost of plaques for the Middle School Murals have yet to be revised. Members expressed interest in going to the school to look at the murals.

**Designation of Fort Property**

Planner Alyssa Knutson indicated that an intensive survey was completed at the site noting that the original Fort site could not be located. Member Marlene Stieber indicated that the Fort site was located and can be viewed by an aerial. She also believes that if the site were designated, new buildings could not be constructed at the site. She also indicated that there are future plans for a new Visitors Center and restroom facilities.

**New Members**

Planner Alyssa Knutson and members discussed the need for new members, specifically professionals.

**Star Theater**

The City Planner indicated that one of the partners for the Star Theater inquired about a demolition permit to demolish the Theater. A discussion was held with him and it was determined that the tin was to be removed from the building. John Vandermoer is also a partner in the ownership of the Theater, but Mr. Vandermoer is not who asked to demolish the building. She also suggested the possibility of a change in the City code requiring owners with buildings over 50 years old to come before the Board prior to any demolition.

**Methodist Church Designation Packet**

The Methodist Church has submitted an application for designation. Ms. Knutson will be working on the review process and will update members on hearing dates. This year the Church will be celebrating its 100<sup>th</sup> anniversary.

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**Meeting Time Change**

Ms. Knutson asked the Board if the meeting time should be changed to accommodate schedules and potentially help with new membership.

Members suggested changing the meeting to 6:15 p.m. Beth Block made a motion to accept the new meeting time to 6:15 p.m. and Marlene Stieber seconded the motion.

Motion passed on voice vote.

**Future Business**

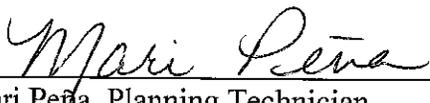
Heritage Fair  
Cemetery Tour  
Letters – to eligible property owners and Happy Hour  
Grant Ideas  
Plaques  
Designation of Fort  
New Members  
Star Theater

**ADJOURNMENT**

Beth Block made a motion to adjourn the January 7, 2015 meeting at 5:57 p.m. and Marlene Stieber seconded the motion.

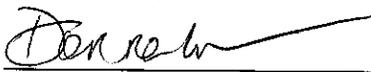
Motion passed on voice vote.

Submitted by:



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Mari Peña, Planning Technician

Approved by Historic Preservation Board



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Donna Walker, Chairperson