



# City of Littleton

Littleton Center  
2255 West Berry Avenue  
Littleton, CO 80120

## Meeting Minutes - Draft

### Historical Preservation Commission

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Monday, December 16, 2024

6:30 PM

Council Chamber

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#### Regular Meeting

#### 1. Roll Call

**Present** 7 - Member Alcorn, Member Field, Member Fischer, Member Henderson, Member Murib-Steel, Member Hoene, and Member Ritter

**Absent** 1 - Alternate Smith

#### 2. Pledge of Allegiance

#### 3. Approval of Agenda

#### 4. Minutes to be Approved

- a) [ID# 24-269](#) Certification of the October 21, 2024 Regular Meeting Minutes

**Commissioner Henderson moved and Commissioner Fischer seconded to approve the certification of the October 21, 2024 regular meeting minutes. The vote is 7-0. The motion carries unanimously.**

**Aye:** 7 - Member Alcorn, Member Field, Member Fischer, Member Henderson, Member Murib-Steel, Member Hoene and Member Ritter

**Absent:** 1 - Alternate Smith

#### 5. Public Comment

*Pam Chadbourne, Dist. 1 - Project Downtown/\*HPC packet missing pages*

*\*Posting of the packet was verified by clerk staff & city attorney staff to be correct with no missing pages.*

#### 7. Public Hearing

- a) [HPC Resolution 09-2024](#) HPC Resolution 09-2024: Approving a Certificate of Appropriateness for the building located at 2389 W. Main St

*Commissioner Henderson conducted a site visit.*

*Chair Alcorn opened the public comment portion of the public hearing at 6:46p.m.*

*Pam Chadbourne, Dist. 1 - concerns*

*Chair Alcorn closed the public comment portion of the public hearing at 6:50p.m.*

**\*Vice Chair Murib Steel recused herself from HPC Resolution 09-2024**

**Commissioner Fischer moved and Commissioner Field seconded to approve HPC Resolution 09-2024 approving a certificate of appropriateness for the building located at 2389 W. Main St. The vote is 6-0. The motion carries.**

**Aye:** 6 - Member Alcorn, Member Field, Member Fischer, Member Henderson, Member Hoene and Member Ritter

**Absent:** 1 - Alternate Smith

**Recused:** 1 - Member Murib-Steel

- b) [HPC Resolution 08-2024](#) HPC Resolution 08-2024: Approving a Certificate of Appropriateness for the building located at 5503 S. Prince St

*\*Commissioner Hoene conducted a site visit.*

*Chair Alcorn opened the public comment portion of the public hearing at 7:18p.m.*

*Marti Bitts, Dist. 1 - in favor*

*Pam Chadbourne, Dist. 1 - in favor/ULUC*

*Bob Schwinn, Dist. 1 - in favor*

*Chair Alcorn closed the public comment portion of the public hearing at 7:22p.m.*

**Commissioner Fischer moved and Vice Chair Murib Steel seconded to approve HPC Resolution 08-2024 approving the Certificate of Appropriateness for 5503 S. Prince Street with the following condition: 1. The applicant shall verify the historic house will be at least 6in taller than the proposed accessory building from grade and include the exact height on the final plan set. The vote is 7-0. The motion carries unanimously.**

**Aye:** 7 - Member Alcorn, Member Field, Member Fischer, Member Henderson, Member Murib-Steel, Member Hoene and Member Ritter

**Absent:** 1 - Alternate Smith

**8. Comments / Reports**

I. Community Development Staff

*Sara asked the board for their interest in the Saving Spaces Conference. It's a conference in Colorado Springs in January for those interested.*

II. City Attorney/City Clerk

*Senior Assistant City Attorney wished the board Happy Holidays.*

*Deputy City Clerk informed that the meeting in January has moved from January 20, 2025 to January 23, 2025 due to the Monday closure for Martin Luther King Jr. Day.*

III. Chair/Board Members

*Commissioner Field endorsed the Saving Spaces Conference.*

*Chair Alcorn - No report*

**9. Adjournment**

*Chair Alcorn adjourned the meeting at 7:27p.m.*