



# City of Littleton

Littleton Center  
2255 West Berry Avenue  
Littleton, CO 80120

## Meeting Minutes

### Historical Preservation Board

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Monday, July 17, 2017

6:30 PM

Council Chamber

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#### Regular Meeting

#### 1. Roll Call

*Also Present: Jocelyn Mills, Community Development Director; Denise Ciernia, Recording Secretary; Brandon Dittman, Acting City Attorney; Lena McClelland, Assistant City Attorney; Dennis Swain, Senior Planner*

**Present** 6 - Chairman Grove, Board Member Miller, Board Member Leighty, Board Member Spratlen, Board Member Fischer, and Board Member Bracy

**Absent** 3 - Vice Chair Price, Board Member Field, and Board Member Kastner

#### 2. Approval of Agenda

#### 3. Minutes to be Approved

- a. [ID# 17-216](#) Certification of the June 19, 2017 Regular Meeting Minutes

**Attachments:** [HPB Minutes 061917](#)

**A motion was made by Board Member Leighty, seconded by Board Member Bracy, that the minutes from June 19, 2017 be approved. The motion carried by the following vote:**

**Aye:** 6 - Chairman Grove, Board Member Miller, Board Member Leighty, Board Member Spratlen, Board Member Fischer and Board Member Bracy

**Absent:** 3 - Vice Chair Price, Board Member Field and Board Member Kastner

#### 4. Public Comment

Public Comment for General Business or Non-Agenda Related Items

*Public Comment: Pam Chadbourne, Minutes from last meeting, would like to see opinion included with topic; Littleton Boulevard Survey - in favor; Thank you to Board for service*

#### 5. General Business

#### 6. Public Hearing

- a. [HPB Reso 10-2017](#) Continuation of COA for the Duncan House, 5503 South Prince Street - withdrawn by applicant

**Item withdrawn by applicant**

- b. [HPB Reso 12-2017](#) COA for a Garage Addition at 5647 South Louthan Street

**Attachments:** [HPB RESOLUTION 12 - 2017](#)

[COVER LETTER](#)

[WINDOW INFORMATION](#)

[DRAWINGS](#)

[HISTORIC SURVEY - 2000 2001](#)

[VARIANCE LEGISLATIVE TEXT - APPROVAL](#)

*Staff Presentation by Dennis Swain, Senior Planner*

*Applicant Presentation by Doug Albrecht, Owner*

*Public Comment: Matt Wilson, in favor*

**Motion by Board Member Miller, seconded by Board Member Spratlen to approve HPB Resolution 12-2017, approving the Certificate of Historic Appropriateness for the Servey/Stevens/Burt Residence at 5647 South Louthan Street. The vote is unanimous and the motion carries.**

**Aye:** 6 - Chairman Grove, Board Member Miller, Board Member Leighty, Board Member Spratlen, Board Member Fischer and Board Member Bracy

**Absent:** 3 - Vice Chair Price, Board Member Field and Board Member Kastner

- c. [HPB Reso 11-2017](#) Resolution to Allocate 2017 Main Street Historic District Grants

**Attachments:** [ATTACHMENT #1 - RESOLUTION](#)

[ATTACHMENT #2 - PROJECT SUMMARIES - 2017 MAIN STREET](#)

[HISTORIC DISTRICT GRANT PROGRAM - REVISED](#)

[ATTACHMENT #3 - EVALUATION CRITERIA - 2017 GRANT PROGRAM - revised](#)

[ATTACHMENT #4 - WESTON MASONIC LODGE PHOTOS AND BIDS](#)

[ATTACHMENT #5 - LITTLETON CREAMERY COVER LETTER - BIDS - PHOTOS](#)

*Staff Presentation by Dennis Swain, Senior Planner*

*Applicant Comments by Jenny Tempas - Littleton Creamery and Larry Wulbrandt - Weston Masonic Lodge*

*No Public Comment*

**Motion to approve HPB Resolution 11-2017, by Member Fischer, seconded by Member Bracy, approving the allocation of the 2017 Main Street Grants with the following provisions:**

**1. Weston Masonic Lodge: \$18,720, subject to approval of a staff-level Certificate of Historic Appropriateness;**

2. Littleton Creamery: \$31,280, subject to approval of a board-level Certificate of Historic Appropriateness.

The foregoing approval is based on the findings that: The application for a project at the Weston Masonic Lodge meets the following Standard and Discretionary Criteria:

1. The Weston Lodge is in the Main Street Historic District
2. The grant is for two of the qualifying types of projects: façade work and maintenance
3. All elements of the application were completed
4. The proposed project has a negligible visual impact on the character of the district.

The application for a project at the Littleton Creamery meets the following Standard and Discretionary Criteria:

1. The Littleton Creamery is in the Main Street Historic District
2. The grant is for four of the qualifying types of projects: design assistance, façade work, maintenance, and other improvements
3. All elements of the application were completed, with the exception of the number of contractor bids.
4. The proposed project has a positive visual impact on the character of the district.

The vote is unanimous and the motion carries.

**Aye:** 6 - Chairman Grove, Board Member Miller, Board Member Leighty, Board Member Spratlen, Board Member Fischer and Board Member Bracy

**Absent:** 3 - Vice Chair Price, Board Member Field and Board Member Kastner

## **7. Comments/Reports**

- a. Community Development Director/Staff
- b. Chair/Members

## **8. Adjourn**

The public is invited to attend all regular meetings or study sessions of the City Council or any City Board or Commission. Please call 303-795-3780 at least forty-eight (48) hours prior to the meeting if you believe you will need special assistance or any reasonable accommodation in order to be in attendance at or participate in any such meeting. For any additional information concerning City meetings, please call the above referenced number.

MISSION STATEMENT: The Historical Preservation Board works to preserve the built environment that gives a unique sense of place and identity to our community. Further, the Historical Preservation Board encourages reinvestment and compatible growth which enhances Littleton's economic vitality.

I hereby certify that the attached Action Minutes are an accurate representation of motions made and action taken at the July 17, 2017, regular meeting of the Littleton Historical Preservation Board. I have also reviewed the video recording for the July 17, 2017 regular meeting of the Littleton Historical Preservation Board and certify that the video recording is a full, complete, and accurate record of the proceedings and there were no malfunctions in the video or audio functions of the recording.



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Denise Ciernia, Recording Secretary