

Historic Preservation Commission Agenda

**Monday, February 24, 2025
City Hall, 2nd Floor Council Chambers
749 Main Street
6:30 PM**

Members of the public are welcome to attend and give comments remotely; however, the in-person meeting may continue even if technology issues prevent remote participation.

- You can call in to **+1 253 215 8782, Webinar ID # 827 0375 4963**
Webinar ID **#575287**
- You can log in via your computer. Please visit the City's website here to link to the meeting: www.louisvilleco.gov/hpc.

The Commission will accommodate public comments during the meeting. Anyone may also email comments to the Commission prior to the meeting at Planning@LouisvilleCO.gov.

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Posting Locations
5. Election of Officers
6. Public Comments on Items Not on the Agenda
7. **Public Hearing Items:**
 - a. **509 LaFarge Avenue: Landmark, Alteration Certificate, and Grants**
8. Discussion Items:
 - a. HSA Grant Amounts to Increase
 - b. May Landmark Ceremony Date
9. Items from staff
 - a. 2025 Meeting Dates

Persons planning to attend the meeting who need sign language interpretation, translation services, assisted listening systems, Braille, taped material, or special transportation, should contact the City Clerk's Office at 303 335-4536 or MeredythM@LouisvilleCO.gov. A forty-eight-hour notice is requested.

Si requiere una copia en español de esta publicación o necesita un intérprete durante la reunión, por favor llame a la Ciudad al 303.335.4536 o 303.335.4574.

- b. 2025 Open Government Pamphlet from City Clerk's Office
- 10. Updates from Commission Members
- 11. Adjourn

MEMORANDUM

To: Historic Preservation Commission Members

From: Community Development Department

Subject: Establish Official Locations for Posting of Public Notice

Date: February 24, 2025

State law requires that each year every municipal board or commission shall establish the locations where the notice of their public meetings will be posted. It is required the location be established at that body's first regular meeting of the year.

The City's Home Rule Charter requires that notice of City Council meetings be posted in four locations. The City Attorney and City Manager's Office recommend that all city boards and commissions follow the same public notice posting practice, which are as follows:

- The Lobby of City Hall, 749 Main Street
- The Louisville Public Library Bulletin Board, 951 Spruce Street
- The Louisville Recreation Center, 900 West Via Appia
- The Police / Municipal Court building, 992 Via Appia
- The City of Louisville website, www.LouisvilleCO.gov

The Commission may make a motion and vote to approve the above list. A resolution is not necessary.

MEMORANDUM

To: Historic Preservation Commission Members
From: Community Development Department
Subject: Election of Officers
Date: February 24, 2025

The Louisville Historic Preservation Commission (HPC) is required by its Bylaws to annually elect the following officers: Chair and Vice Chair.

Current officers are as follows:

Chair: Commissioner Haley
Vice Chair: Commissioner Burg

There are not term limits on any of the officer position. A Commission Member may make a motion to nominate a Commission Members for each position, which if followed by a second to the motion, will be voted on for final approval.

ITEM: 509 LaFarge Avenue Landmark, Alteration Certificate, & Grant Request

APPLICANT & OWNER: Erik Weissenberger & Tonya Johnson
509 LaFarge Avenue
Louisville, Colorado 80027

PROJECT INFORMATION:
ADDRESS: 509 LaFarge Avenue
LEGAL DESCRIPTION: Surface of Lots 14-15, Block 2, Acme Place
DATE OF CONSTRUCTION: 1910

REQUEST: A request to Landmark 509 LaFarge Avenue and a request for an Alteration Certificate, Preservation and Restoration Grant, and New Construction Grant for the property.



SUMMARY:

The applicant is requesting the following:

- Landmark designation.
- An Alteration Certificate for the primary structure to allow the following:
 - Remove and replace house siding
 - Side and rear additions
 - Replace clad windows and relocate 3 windows on the side of house
 - Porch repairs

- A Preservation and Restoration Grant of up to \$40,000.00
- A New Construction Grant of up to \$15,000.00

ARCHITECTURAL INTEGRITY:

The house is vernacular in style and originally had a pyramidal hipped roof. After the house was moved from Superior to its current location in 1943, an addition was constructed on the rear of the house. The overall form has been maintained since the addition, including the chimney in the center of the pyramid. A front porch was added sometime after 1948.

Most of the original materials have been lost, including the siding and roofing material. The window openings appear to have been maintained since at least 1948.

The book *Lost Superior: Remembering the Architectural Heritage of a Colorado Coal Mining Town* by the Superior Historical Commission came out in 2014 and included a page about 509 LaFarge as a relocated house that was moved from Superior to Louisville. It included the following text:

This is a typical hipped box mine camp house which usually had a front porch. The original porch has been altered but the original form and scale are intact. It appears as though the original wood siding has been covered with vinyl siding.



Photo of 509 LaFarge Avenue from the 1948 Assessor's Card.



509 LaFarge Avenue Cir. 1960s-1970s.

HISTORICAL SIGNIFICANCE ANALYSIS AND CRITERIA FOR LISTING AS LOCAL LANDMARK:

In order to receive a City Landmark designation, landmarks must be at least 50 years old and meet one or more of the criteria for architectural, social or geographic/environmental significance as described in Louisville Municipal Code (LMC) Section 15.36.050(A). Staff analysis of the criteria is as follows:

Sec. 15.36.050. - Criteria for Designation

Criteria	Meets Criteria?	Evaluation
A. <i>Landmarks must be at least 50 years old and meet one or more of the criteria for architectural, social or geographic/environmental significance as described in this chapter.</i>	Yes	509 LaFarge Avenue was constructed in 1910, making it approximately 115 years old.

Criteria	Meets Criteria?	Evaluation
1. a. Architectural. 1) Exemplifies specific elements of an architectural style or period. 2) <i>Example of the work of an architect or builder who is recognized for expertise nationally, statewide, regionally, or locally.</i> 3) <i>Demonstrates superior craftsmanship or high artistic value.</i> 4) <i>Represents an innovation in construction, materials or design.</i> 5) <i>Style particularly associated with the Louisville area.</i> 6) <i>Represents a built environment of a group of people in an era of history that is culturally significant to Louisville.</i> 7) <i>Pattern or grouping of elements representing at least one of the above criteria.</i> 8) <i>Significant historic remodel.</i>	Yes	Architectural Significance - <i>Exemplifies specific elements of an architectural style or period.</i> • The hipped pyramidal roof form was common in the coal towns of the Front Range, including in Louisville and Superior. • Moving homes was a common practice in coal mining towns, including Louisville.
1. b. Social. 1) <i>Site of historic event that had an effect upon society.</i> 2) Exemplifies cultural, political, economic or social heritage of the community. 3) Association with a notable person or the work of a notable person.	Yes	Social Significance - <i>Exemplifies cultural, political, economic or social heritage of the community.</i> The social history of 509 Lafarge Avenue includes association with: • Mining history • French immigration to Louisville
1. c. Geographic/environmental. 1) Enhances sense of identity of the community. 2) <i>An established and familiar natural setting or visual feature that is culturally significant to the history of Louisville.</i>	Yes	The historic location of the house helps to create a sense of neighborhood identity.

Criteria	Meets Criteria?	Evaluation
3. <i>All properties will be evaluated for physical integrity and shall meet one or more of the following criteria:</i> a. <i>Shows character, interest or value as part of the development, heritage or cultural characteristics of the community, region, state, or nation.</i> b. <i>Retains original design features, materials and/or character.</i> c. <i>Remains in its original location, has the same historic context after having been moved, or was moved more than 50 years ago.</i> d. <i>Has been accurately reconstructed or restored based on historic documentation.</i>	Yes	The structure remains in its location after having been moved from Superior in 1943. The property has integrity of location, setting, feeling and association.

ALTERATION CERTIFICATE REQUEST:

The applicant is also applying for an Alteration Certificate. Alteration Certificate requests are tied to Landmark and Grant requests to ensure the work proposed for grant funding would not affect a property's historical integrity for landmarking. Alteration Certificates are not required for routine maintenance, such as painting, but are required for work that requires a building permit. The proposed work falls under this review purview, which should focus on how the proposed changes may or may not impact the property and its historic integrity.

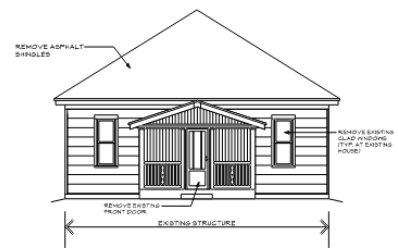
The proposed Alteration Certificate covers the following:

- Remove and replace house siding
- Side and rear additions
- Replace clad windows and relocate 3 windows on the side of house
- Porch repairs

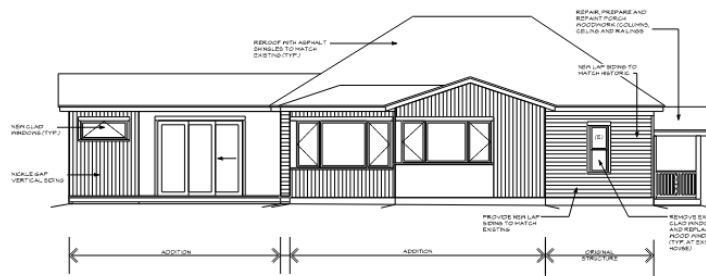
The applicant also proposes replacing the roof shingles, however building permit records indicate the roof was replaced in 2004.



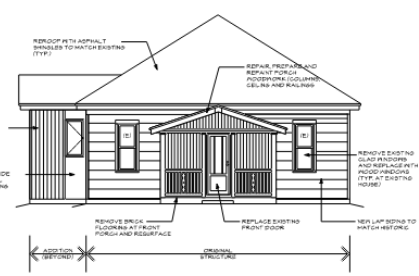
EXISTING SOUTH ELEVATION
1/4" = 1'-0"



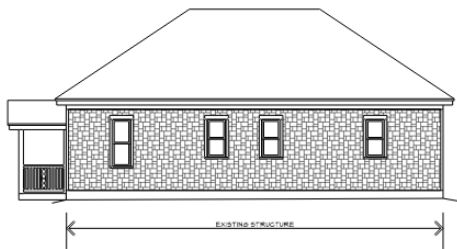
EXISTING EAST ELEVATION
1/4" = 1'-0"



PROPOSED SOUTH ELEVATION
1/4" = 1'-0"



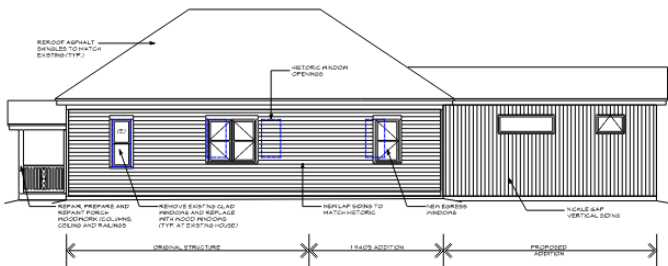
PROPOSED EAST ELEVATION
1/4" = 1'-0"



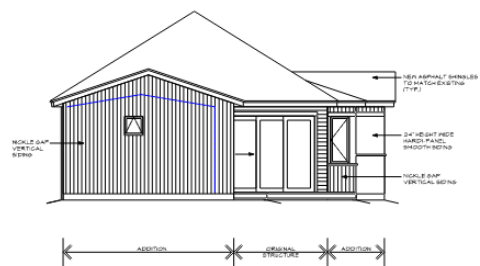
EXISTING NORTH ELEVATION
1/4" = 1'-0"



EXISTING WEST ELEVATION
1/4" = 1'-0"



PROPOSED NORTH ELEVATION
1/4" = 1'-0"



PROPOSED WEST ELEVATION
1/4" = 1'-0"

Proposed alterations to the existing house.

ALTERATION CERTIFICATE CRITERIA AND STANDARDS ANALYSIS:

Sec. 15.36.120. - Criteria to review an Alteration Certificate.

- A. The commission shall issue an Alteration Certificate for any proposed work on a designated historical site or district only if the proposed work would not detrimentally alter, destroy or adversely affect any architectural or landscape feature which contributes to its original historical designation.
- B. The commission must find the proposed alteration to be visually compatible with designated historic structures located on the property in terms of design, finish, material, scale, mass and height. When the subject site is in an historic district, the commission must also find that the proposed alteration is visually compatible with characteristics that define the district. For the purposes of this chapter, the term "compatible" shall mean consistent with, harmonious with, or enhancing to the mixture of complementary architectural styles, either of the architecture of an individual structure or the character of the surrounding structures.
- C. The commission will use the following criteria to determine compatibility:

Criteria and Standards	Met?	Evaluation
For the purposes of reviewing separately the different aspects of the Alteration Certificate request enumerated above, this table will refer to them as follows: Request 1 Pertaining to the proposed side addition to the primary structure. Request 2 Pertaining to the proposed rear addition to the primary structure. Request 3 Pertaining to the siding replacement and porch repairs. Request 4 Pertaining to the window alterations on the primary structure.		
1. <i>The effect upon the general historical and architectural character of the structure and property.</i>	Yes	Requests 1 & 2 The side and rear additions have minimal impact on the architectural character of the structures and property given their subordination to and differentiation from the historic structure.
	Yes	Request 3 The current siding is not original to the historic house, and the porch repairs are intended to preserve character.
	Yes	Request 4 The application proposes to replace existing clad windows with wooden

Criteria and Standards	Met?	Evaluation
		windows on the historic house. Three windows are proposed to be moved, but the number and location on the same wall will remain.
2. <i>The architectural style, arrangement, texture, and material used on the existing and proposed structures and their relation and compatibility with other structures.</i>	Yes Yes Yes	Requests 1 and 2 The materials and design of the rear and side additions are compatible with the existing structures through differentiation and subordination of design, massing, and scale. Request 3 The alteration work on the siding involved removing non-historic elements on the house, and the porch repairs are intended to preserve character. Request 4 Clad style windows are proposed to be replaced with wooden windows, representing historic window material.
3. <i>The size of the structure, its setbacks, its site, location, and the appropriateness thereof, when compared to existing structures and the site.</i>	Yes	Requests 1 & 2 The proposed additions are on the rear and side of the building, are limited to one story, and comply with all zoning regulations.
4. <i>The compatibility of accessory structures and fences with the main structure on the site, and with other structures.</i>	N/A	There are no new accessory structures or fences in this proposal.
5. <i>The effects of the proposed work in creating, changing, destroying, or otherwise impacting the exterior architectural features of the structure upon which such work is done.</i>	Yes Yes	Requests 1 & 2 The additions would remove minimal amounts of existing materials by removing only portions of the rear exterior walls necessary to connect the additions to the existing structures. Request 3 Residing the house is not expected to impact architectural features of the structure, and the existing siding is not historic.

Criteria and Standards	Met?	Evaluation
	Yes	Request 4 Moving the openings of three existing windows will provide minimal impact on the architectural features, with just the exterior walls directly adjacent to the windows expected to be impacted.
6. <i>The condition of existing improvements and whether they are a hazard to public health and safety.</i>	N/A	The existing improvements do not appear to be a hazard.
7. <i>The effects of the proposed work upon the protection, enhancement, perpetuation and use of the property.</i>	Yes	The proposal will not impact the use of the property.
8. a. <i>A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.</i>	Yes	The proposal does not affect the continued and historic residential use of the structure.
8. b. <i>The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.</i>	Yes	No characterizing elements would be removed by the proposal.
8. c. <i>Each property shall be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.</i>	Yes	The requests do not include conjectural features or other features that create a false sense of history.
8. d. <i>Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.</i>	N/A	There are no architectural features on this property that have acquired historic significance in their own right.
8. e. <i>Distinctive features, finishes and construction techniques or examples of craftsmanship that characterize a property shall be preserved.</i>	N/A	No existing distinctive features are proposed to be removed.
8. f. <i>Deteriorated historic features shall be repaired rather than replaced. When the severity of deterioration requires replacement of a distinctive feature, the new feature shall</i>	N/A	No deteriorated historic features are located on the property.

Criteria and Standards	Met?	Evaluation
<i>match the old in design, color, texture and other visual qualities and, where possible, materials. In the replacement of missing features, every effort shall be made to substantiate the structure's historical features by documentary, physical, or pictorial evidence.</i>		
<i>8. g. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.</i>	N/A	Damaging techniques are not proposed for use on this project.
<i>8. h. Significant archaeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.</i>	N/A	Significant archeological resources have not been identified on this property.
<i>8. i. New additions, exterior alterations or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.¹</i>	Yes	Requests 1 and 2 The proposed rear additions do not destroy characterizing materials. Their design differentiates them from the historic portions of the buildings, and they are both one story and have minimal street view impact.
<i>8. j. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.</i>	Yes	Requests 1 and 2 The historic form of the property has the option of being restored if the proposed additions were to be removed in the future.

Staff find that the changes made **do not** result in a loss of the character of the historic building. Section 15.36.120 of the LMC gives the criteria for evaluating Alteration Certificates and based on the proposed design, staff finds that the proposed design **does** meet the standards.

GRANT REQUESTS:

The applicant is requesting approval of a Preservation and Restoration Grant for rehabilitation and restoration work as well as a New Construction Grant for the proposed rear addition. The total estimated cost of the project is \$351,232.00 and the total requested grant amount is \$55,000.00, which includes the maximum amounts distributed for both the Preservation and Restoration Grant and the New Construction Grant. These grants would be in addition to the \$5,000 signing bonus for landmarking the structure and the \$4,000 grant for the Historic Structure Assessment previously approved for the property.

A Historic Structure Assessment was previously done for the property, completed by May Yin Architecture in 2016 and paid for by the Historic Preservation Fund. The assessment (Attachment 6) makes several recommendations that correlate to the line items in the grant request.

COST ESTIMATE OF PROPOSED WORK: \$351,232.00

MATCHING PRES. & REST. GRANT MAXIMUM UNDER SECTION 8: \$40,000.00

MATCHING NEW CONST. GRANT MAXIMUM UNDER SECTION 10: \$15,000.00

Preservation and Restoration Grant:

Under Resolution No. 17, Series 2019, residential applicants are eligible for a \$5,000 unmatched incentive grant as a Landmark bonus. Owners of a landmarked property will be eligible for this grant following the signing of the Landmark and grant agreements. The remaining \$40,000 grant shall be conditioned based on the applicant matching one hundred percent of the amount for approved work. Approved work must fall under the categories of preservation, rehabilitation, and restoration.

Preservation is the act or process of applying measures necessary to sustain the existing form, integrity, and materials of an historic property as they now exist. Approved work focuses upon the repair of exterior historic materials and features rather than extensive replacement and new construction.

Rehabilitation is the act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features which convey its historical, cultural, or architectural values. Rehabilitation acknowledges the need to alter or add to a historic property to meet continuing or changing uses while retaining the property's historic character. The limited and sensitive upgrading of mechanical, electrical, and plumbing systems and other code-required work to make properties functional is appropriate.

Restoration is the act or process of accurately depicting the form, features, and character of a property as it appeared at a particular period of time. Approved work focuses on exterior work and includes the removal of features from other periods in its history and reconstruction of missing features from the restoration period.

New Construction Grant:

Under Resolution No. 17, Series 2019, owners of landmarked property on which additions to existing residential structures are proposed are eligible for matching grants of up to \$15,000 for new residential construction that, beyond mandatory requirements, substantially limits mass, scale, and number of stories, preserves setbacks, and protects the historic integrity of the property and its environment by differentiating new work from the old. Qualifying new construction must maintain the existing height of the historic structure over the first 1/3 of the overall structure and have a floor area ratio (FAR) 10% below what is allowed by zoning.

Staff reviewed the Preservation and Restoration Grant request by evaluating whether each request line item qualified for grant funding as either preservation, rehabilitation, or restoration. Staff also reviewed the New Construction request for zoning and Old Town Overlay compliance. Findings are summarized in the following tables.

Table 1. Summary of staff analysis of qualification of Preservation Grant requests under Reso. 17, Series 2019.

Requests		Analysis		Requested under extraordinary circumstances?
Description	Amount	Preservation, Restoration, or Rehabilitation?	In HSA?	
Site Work: Improve drainage around entire existing house	\$3,700	Rehab.	✓	No
Structural Systems First Floor: Reinforce floor joists and provide new beams Roof: Reinforce roof rafters	\$23,760	Rehab.	✓	No
Exterior Walls: New siding and new insulation	\$35,130	Pres., Rehab.	✓	No
Roofing and Attic: Provide new asphalt shingles and R-60 insulation	\$11,490	Rehab.	✓ (Insulation)	No
Windows & Doors: Replace existing windows with wood windows	\$30,922	Rest.	✓	No
Mechanical Systems: Install new furnace and ductwork	\$18,280	Rehab.		No
Electrical Systems: Upgrade electrical panel to 200 amp	\$4,465	Rehab.		No
Appearances: Front Porch-restore columns, ceiling and railings	\$9,485	Pres., Rehab., Rest.	✓	No
Total Project Cost	\$137,232			
Total Recommended	\$40,000			

Table 2. Summary of staff analysis of qualification of New Construction Grant request under Reso. 17, Series 2019.		
Request	Amount	Analysis
New Construction: Rear addition	\$214,000	Staff finds that the rear addition qualifies for new construction based on the proposed addition height of 14 feet, which is below the existing structure height of 20 feet, all setbacks are met, and the floor area ratio (FAR) would be 24% less than what is allowed by zoning.
Total Project Cost	\$214,000	
Total Recommended	\$15,000	

Staff does not recommend installing new asphalt shingles as relating to preservation, restoration, or rehabilitation work, however, staff recommends roof insulation as qualifying. If the roofing request were removed from the Preservation and Restoration Grant request, the total project cost would still exceed the maximum matching amount of \$80,000.00.

FISCAL IMPACT:

Approval of the grant request allows for matched grants of up to \$55,000.00 plus a \$5,000 landmark incentive grant (unmatched). The unencumbered fund balance is estimated at over \$3M and the average income of the Fund over the past two years is approximately \$885,000, thus, staff finds there are adequate funds to support the request.

STAFF RECOMMENDATION:

- Approval of Resolution No. 1, Series 2025, recommending approval to City Council of a landmark at 509 LaFarge Avenue, to be named the LeComte House.
- Approval of Resolution No. 2, Series 2025, approving the Alteration Certificate.
- Approval of Resolution No. 3, Series 2025, recommending approval to City Council of a Preservation and Restoration Grant and New Construction Grant of up to \$55,000.00.
 - To recommend approval of a different grant amount, the HPC may recommend approval of Reso. 3 with a condition enumerating a different grant amount.

ATTACHMENTS:

1. Resolution No. 1, Series 2025 (Landmark)
2. Resolution No. 2, Series 2025 (Alteration Certificate)
3. Resolution No. 3, Series 2025 (Grants)
4. Application
5. Social History Report
6. Historic Structure Assessment

**RESOLUTION NO. 1
SERIES 2025**

**A RESOLUTION MAKING FINDINGS AND RECOMMENDATIONS REGARDING THE
LANDMARK DESIGNATION FOR A HISTORICAL RESIDENTIAL PROPERTY
LOCATED AT 509 LAFARGE AVENUE.**

WHEREAS, there has been submitted to the Louisville Historic Preservation Commission (HPC) an application requesting a landmark eligibility determination for a historical property located at 509 LaFarge Avenue, legally described as the Surface of Lots 14-15, Block 2, Acme Place; and

WHEREAS, the HPC have reviewed the application and found it to be in compliance with Chapter 15.36 of the Louisville Municipal Code, including Section 15.36.050.A, establishing criteria for landmark designation; and

WHEREAS, the HPC has held a properly noticed public hearing on the proposed landmark application; and

WHEREAS, 509 LaFarge Avenue (the LeComte House) has social significance because it exemplifies the cultural, political, economic, or social heritage of the community considering its association with various Louisville families and Louisville's cultural heritage; and

WHEREAS, the property has architectural significance because it has architectural integrity that is representative of the built environment in 1910s Louisville; and

WHEREAS, the HPC finds that these and other characteristics specific to the LeComte House have social and architectural significance as described in Section 15.36.050.A of the Louisville Municipal Code; and

NOW, THEREFORE, BE IT RESOLVED BY THE HISTORIC PRESERVATION COMMISSION OF THE CITY OF LOUISVILLE, COLORADO:

1. The application to landmark the property at 509 LaFarge Avenue be approved for the following reasons:
 - a. Architectural integrity has been largely maintained over time.
 - b. Association with Louisville's heritage.
2. The Historic Preservation Commission recommends the City Council approve the landmark incentive grant in the amount of \$5,000.
3. With the amendment that the structure be named the LeComte House.

PASSED AND ADOPTED this 24th day of February, 2025.

Lynda Haley, Chairperson

**RESOLUTION NO. 2
SERIES 2025**

**A RESOLUTION APPROVING OF AN ALTERATION CERTIFICATE FOR THE
LECOMTE HOUSE LOCATED AT 509 LAFARGE AVENUE FOR EXTERIOR
ALTERATIONS.**

WHEREAS, there has been submitted to the Louisville Historic Preservation Commission (HPC) an application requesting an alteration certificate for a historic residential structure located at 509 Lafarge Avenue, on property legally described as Surface of Lots 14-15, Block 2, Acme Place, Town of Louisville, City of Louisville, State of Colorado; and

WHEREAS, the City Staff and the HPC have reviewed the application and found it to be in compliance with Chapter 15.36 of the Louisville Municipal Code, including Section 15.36.120, establishing criteria for alteration certificates; and

WHEREAS, the HPC held a properly noticed public hearing on the proposed alteration certificate on February 24, 2025, where evidence and testimony were entered into the record, including findings in the Louisville Historic Preservation Commission Staff Report.

NOW, THEREFORE, BE IT RESOLVED THAT THE HISTORIC PRESERVATION COMMISSION OF THE CITY OF LOUISVILLE, COLORADO:

Does hereby recommend approval of the application for an alteration certificate for the property as described in the Staff Report and included in the attached Exhibit A:

PASSED AND ADOPTED this 24th day of February, 2025.

Lynda Haley, Chairperson

**RESOLUTION NO. 3
SERIES 2025**

**A RESOLUTION MAKING FINDINGS AND RECOMMENDATIONS REGARDING A
PRESERVATION AND RESTORATION GRANT AND A NEW CONSTRUCTION GRANT
FOR THE LECOMTE HOUSE LOCATED AT 509 LAFARGE AVENUE.**

WHEREAS, there has been submitted to the Louisville Historic Preservation Commission (HPC) an application requesting a preservation and restoration grant for the LeComte House, a historic residential structure located at 509 LaFarge Avenue on property legally described as Lots 18-20, Block 5, Murphy Place, Town of Louisville, City of Louisville, State of Colorado; and

WHEREAS, the City Staff and the HPC have reviewed the application and found it to be in compliance with Section 3.20.605.D and Section 15.36.120 of the Louisville Municipal Code; and

WHEREAS, the HPC has held a properly noticed public hearing on the preservation and restoration and new construction grants; and

WHEREAS, the preservation and restoration work being requested includes making repairs to the existing structure; and

WHEREAS, the new construction work being requested includes construction a new addition to the existing structure; and

WHEREAS, the Historic Preservation Commission finds these proposed improvements will assist in the preservation of the LeComte House, which is to be landmarked by the City;

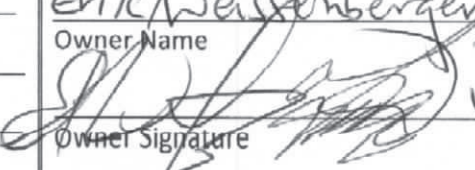
NOW, THEREFORE, BE IT RESOLVED BY THE HISTORIC PRESERVATION COMMISSION OF THE CITY OF LOUISVILLE, COLORADO:

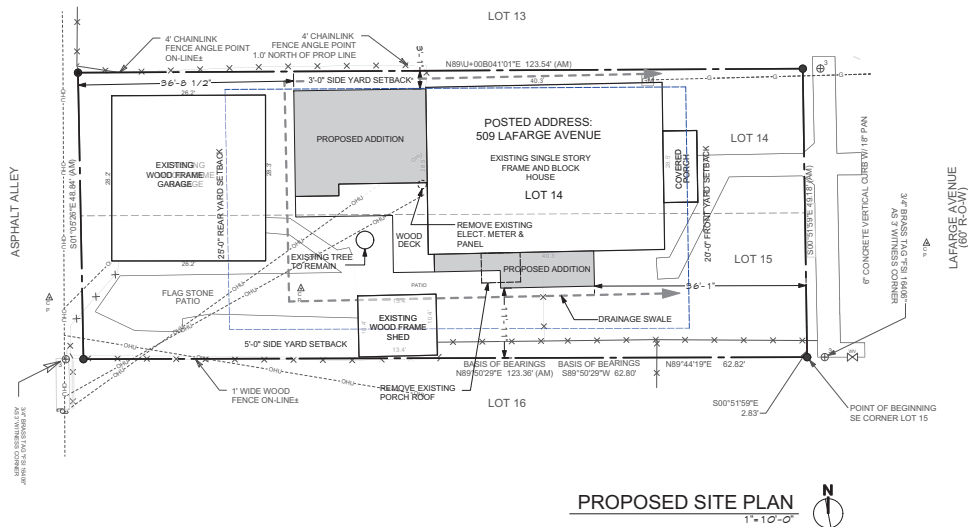
1. The Historic Preservation Commission recommends the City Council approve the proposed Preservation and Restoration Grant and New Construction Grant application for the property, in the amount of **\$55,000.00** for work as described in the attached Exhibit A.

PASSED AND ADOPTED this 24th day of February, 2025.

Lynda Haley, Chairperson

HISTORIC PRESERVATION APPLICATION CASE NO: _____

PROPERTY INFORMATION Address: <u>509 La Farge Ave</u> Year of Construction: <u>1910</u> Legal Description: <u>SURF OF LOTS 14-15 BLK 2 ACME PLACE</u> Landmark Name and Resolution (if applicable): _____	TYPE(S) OF APPLICATION ☐ Probable Cause/Historic Structure Assessment ☒ Landmark Designation ☒ Historic Preservation Fund Grant ☐ Historic Preservation Fund Loan ☒ Landmark Alteration Certificate ☐ Demolition Review ☐ Other:
APPLICANT INFORMATION Name: <u>Erik Weissenberger & Tonya Johnson</u> Company: _____ Address: <u>509 La Farge Ave</u> <u>Louisville, CO 80027</u> Telephone: _____ Email: <u>eweissenberger@yahoo.com</u>	REQUEST SUMMARY <i>(Attach additional pages if necessary)</i> Landmark property. Alteration certificate for addition and exterior improvements. Grant application for preservation
OWNER INFORMATION Name: <u>Same</u> Company: _____ Address: _____ Telephone: _____ Email: _____	SIGNATURES AND DATES <u>Erik Weissenberger & Tonya Johnson</u> Applicant Name  <u>12/27/24</u> Applicant Signature Date <u>Erik Weissenberger & Tonya Johnson</u> Owner Name  <u>12/27/24</u> Owner Signature Date



PROPOSED SITE PLAN
1"=10'-0"

SITE PLAN BASED ON IMPROVEMENT SURVEY
PLAT PREPARED BY PLATONIS INC.
CONSULTANTS DATED: 10/22/2009

PROJECT INFORMATION

LEGAL DESCRIPTION:
SURF OF LOTS 14-15 BLK 2 ACME PLACE

JURISDICTION:
LOUISVILLE

ZONING:
Zone District: Old Town Overlay

PROJECT DESCRIPTION:
Alteration and addition to existing single family residence.

BUILDING CODES:
2018 International Residential Code (IRC)
2021 International Energy Conservation Code (IECC)
2023 National Electrical Code (NEC)

PROJECT DATA

LOT SIZE (SF) 8,050
LOT COVERAGE ALLOWED (45% Landmark) 2,723
FLOOR AREA RATIO ALLOWED (50% Landmark) 3,025

FLOOR AREA	SF
Basement	NA
1st Floor (Existing)	1,016
Garage (Existing)	683
Shed (Existing)	126
Kitchen Addition	123
Primary Suite Addition	353
Total	2,301

LOT COVERAGE	SF
House (Existing)	1,116
Front Porch (Existing)	50
Garage (Existing)	728
Shed (Existing)	135
Kitchen Addition	130
Primary Suite Addition	375
Total	2,534

PROJECT DIRECTORY

OWNER
Erik and Tonya Weissenberger
506 LaFarge Ave
Louisville, CO 80027

ARCHITECT
Stewart Architecture
1132 Jefferson Ave.
Louisville, CO 80027
Contact: Peter Stewart 303-665-6668

BUILDER
Raimo Construction
127 Shale Ridge Rd.
Berthoud, CO 80513

DRAWING INDEX

ARCHITECTURAL DRAWINGS

1. PROPOSED SITE PLAN
2. CRAWL SPACE (EXISTING & PROPOSED)
3. MAIN FLOOR (EXISTING & PROPOSED)
4. ELEVATIONS (EXISTING & PROPOSED)
5. ELEVATIONS (EXISTING & PROPOSED)

stewart
ARCHITECTURE
1132 JEFFERSON AVE.
LOUISVILLE, CO 80027
303. 665. 6668

WEISSENBERGER RESIDENCE
509 LA FARGE AVE
SURF OF LOTS 14-15 BLK 2 ACME PLACE

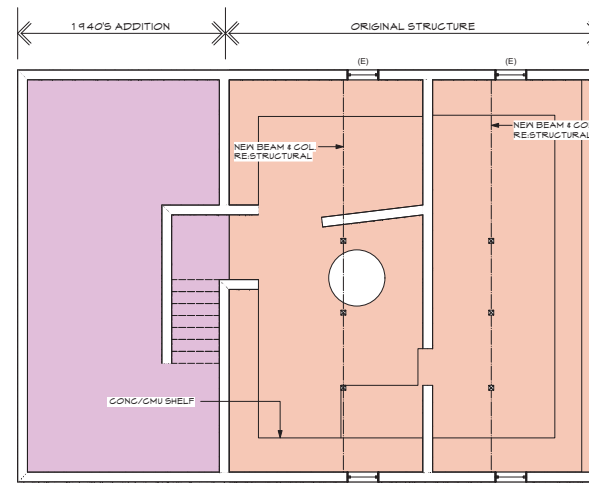
Issue:
Date: 12/30/24
Comments: Application
Rev: 1. App PS

LANDMARK ALTERATION
CERTIFICATE APPLICATION

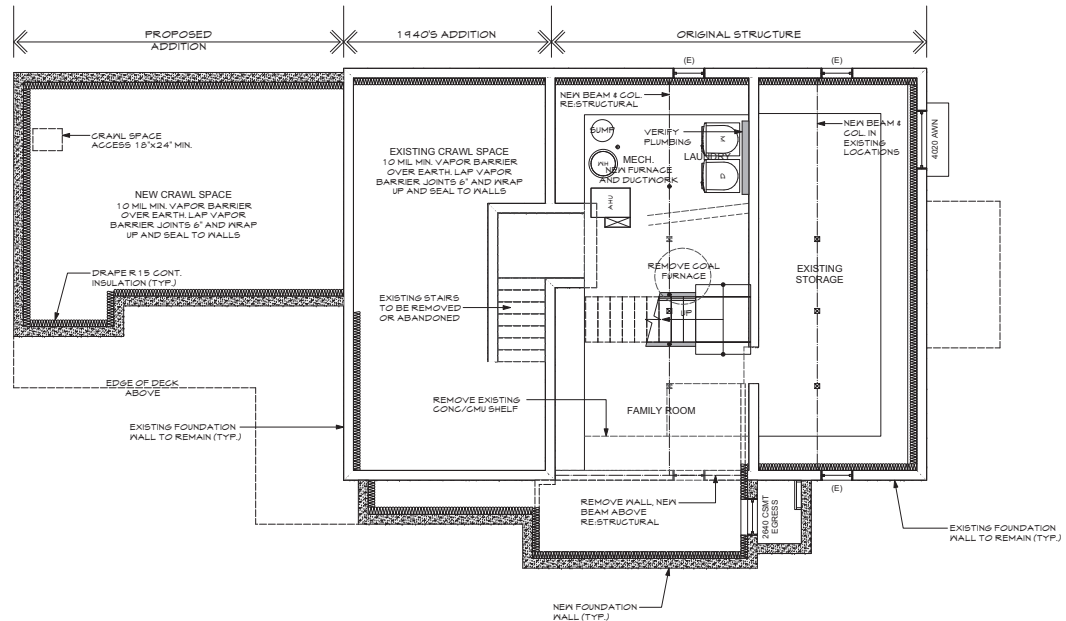
Sheet Title
Proposed Site Plan
Sheet No.
1 of 5

LEGEND

- ORIGINAL STRUCTURE (CIRCA 1910)
- 1st ADDITION (1940's)
- Proposed Addition

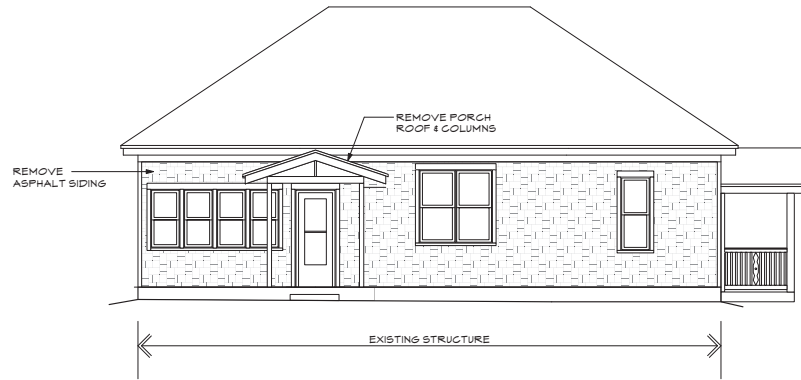


EXISTING CRAWL SPACE PLAN
1/4"=1'-0" N

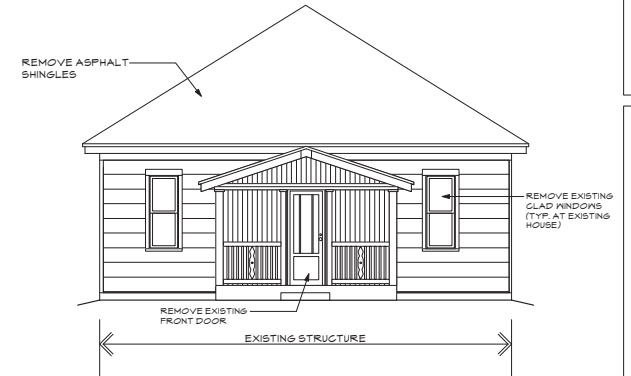


PROPOSED CRAWL SPACE PLAN
1/4"=1'-0" N

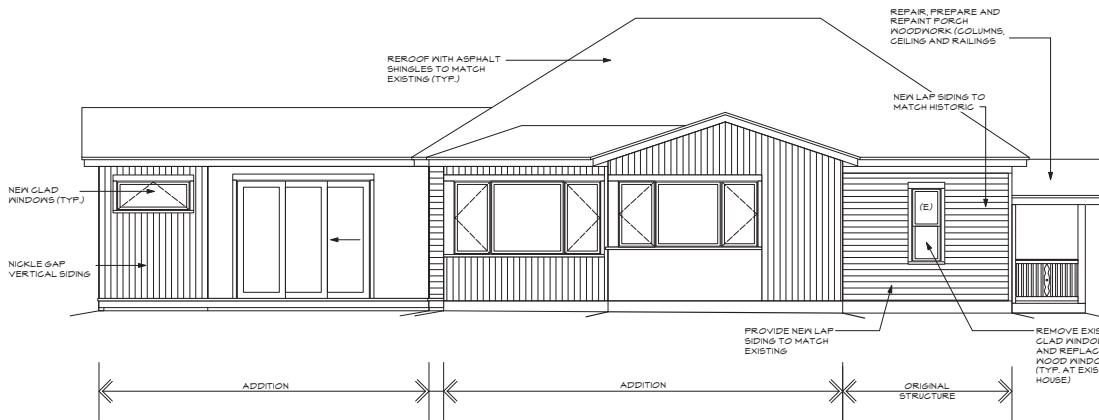
PROPOSED MAIN FLOOR PLAN



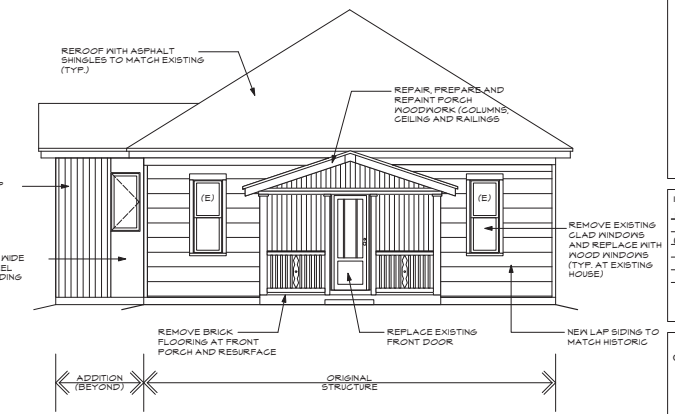
EXISTING SOUTH ELEVATION
1/4" = 1'0"



EXISTING EAST ELEVATION
1/4" = 1'0"



PROPOSED SOUTH ELEVATION
1/4" = 1'0"



PROPOSED EAST ELEVATION
1/4" = 1'0"

WEISSENBERGER RESIDENCE
509 LA FARGE AVE
SURF OF LOTS 14-15 BLK 2 ACME PLACE

Issue	Date	Comments	Rev.
	12/30/24	Application	PS
	02/03/25	Rev. I. App	PS

LANDMARK ALTERATION
CERTIFICATE APPLICATION

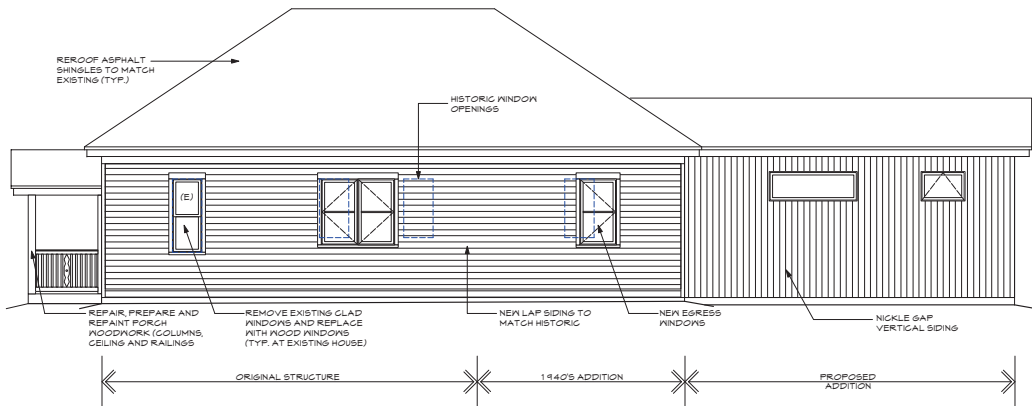
Sheet Title
Elevations
Existing & Proposed
Sheet No.
4 of 5



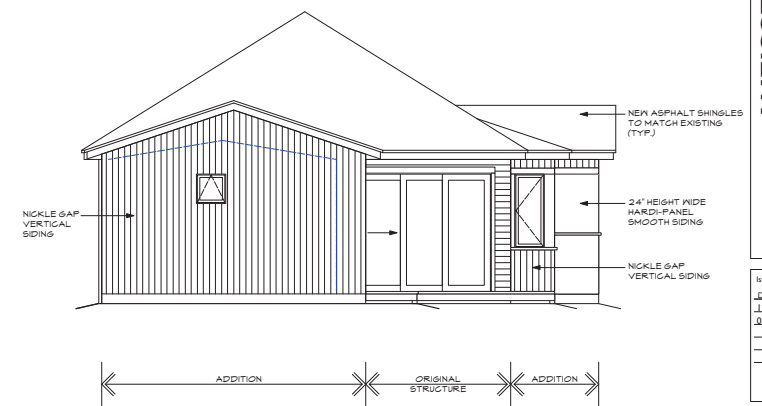
EXISTING NORTH ELEVATION
1/4" = 1'0"



EXISTING WEST ELEVATION
1/4" = 1'0"



PROPOSED NORTH ELEVATION
1/4" = 1'0"



PROPOSED WEST ELEVATION
1/4" = 1'0"

WEISSENBERGER RESIDENCE
509 LA FARGE AVE
SURF OF LOTS 14-15 BLK 2 ACME PLACE

Issue:	Date:	Comments:	Issue:
	12/30/24	Application	PS
	02/03/25	Rev. I. App	PS

LANDMARK ALTERATION
CERTIFICATE APPLICATION

MEMO

Date: November 4, 2024

Project: 509 La Farge Ave
Louisville, CO 80027

Preservation Scope of Work

Work limited to preservation, rehabilitation and restoration of the historic structure. Scope does not include any work associated with planned additions

Site Work:

- Improve drainage around structure

Structural Systems

- First floor: Add 2-beams in basement to support mid span of main floor joists. Include columns and concrete pad footings
- First floor: Reinforce floor joists in western crawl space
- Roof: Reinforce roof rafters by installing diagonal bracing to min span of rafters

Exterior Walls

- Remove asphalt siding, T-111 & fiber board lap siding.
- Repair or install new lap siding matching the structure's original siding. Include painting.
- Insulate all exterior walls

Roofing & Attic

- Replace asphalt shingle roofing
- Insulate attic to R60

Windows and Doors

- Replace 1990's era clad windows with wood windows
- Maintain existing entry & rear door. Provide new storm doors

Mechanical Systems

- Remove and replace converted coal furnace.

Electrical Systems

- Upgrade electrical panel with a new minimum 200 amp panel

Appearances

- Entry Porch- restore wood columns, ceiling, and railings

Photos:



Improve drainage around structure



Replace beams supporting first floor structure



Reinforce roof rafters



Asphalt siding (painted)



Fiber board siding and T-111 siding



Aluminum-clad replacement windows



Entry door to remain- provide new storm door



Converted coal furnace



Entry porch

Raimo Construction, Inc.
Quality Building

December 29, 2024

Peter Stewart
Stewart Architecture

Project Address: 509 La Farge Ave.
Louisville, CO 80027

Preservation Scope of Work – Estimated Cost Analysis

Work limited to preservation, rehabilitation and restoration of the historic structure. Scope and related estimated costs provided do not include any work associated with planned additions.

- Site Work: Improve drainage around entire existing house by removing and replacing fill as needed and creating drainage sloped away from structure.

Machine time with mobilization:	\$2,300.00
Materials:	\$ 750.00
<u>Labor:</u>	<u>\$ 650.00</u>
Estimated Cost:	\$3,700.00

- Structural Systems:
 - ❖ First floor: Cut and remove portions of existing basement slab. Demo and excavate existing footings. Form and pour new 3 x 3 concrete footings, 12" thick. Add two beams in basement to support mid span of main floor joists with new footings and columns.
Estimated Cost of Materials & Labor: \$12,680.00

 - ❖ First floor: Reinforce floor joists in western crawl space. Add new support beam, footers and columns.
Estimated Cost of Materials & Labor: \$6,800.00

 - ❖ Roof: Reinforce roof rafters by installing diagonal bracing to min span of rafters.
Estimated Cost of Materials & Labor: \$4,280.00

- Exterior Walls:
 - ❖ Remove and dispose of asphalt siding, T-111 and fiber board lap siding.
Estimated Cost of Materials & Labor: \$9,800.00

 - ❖ Install new lap siding matching the structure's original siding. Paint siding with one coat of primer and two coats of exterior paint.
Estimated Cost of Materials & Labor – Siding: \$10,480.00
Estimated Cost of Materials & Labor – Painting: \$ 9,650.00

 - ❖ Insulate all exterior walls with R21 cellulose insulation.
Estimated Cost of Materials & Labor: \$5,200.00

Raimo Construction, Inc.
Quality Building

- Roofing and Attic:
 - ❖ Remove and dispose of existing asphalt shingle roofing. Install new asphalt roof shingles.
Estimated Cost of Materials & Labor: \$7,900.00
 - ❖ Insulate attic with R60 blown-in insulation.
Estimated Cost of Materials & Labor: \$3,590.00
- Windows and Doors:
 - ❖ Remove and dispose of existing 1990's-era clad windows and replace with new wood windows – Qty. 10
Estimated Cost of Materials & Labor: \$25,347.00
 - ❖ Maintain the existing rear door. Provide and install one new front entry door and two new storm doors.
Estimated Cost of Materials & Labor: \$6,875.00
- Mechanical Systems:
 - ❖ Remove and dispose of existing converted coal furnace. Install a new furnace and ductwork as necessary for a complete heating system.
Estimated Cost of Materials & Labor: \$18,280.00
- Electrical Systems:
 - ❖ Upgrade electrical panel to a new 200 amp panel.
Estimated Cost of Materials & Labor: \$4,465.00
- Appearances:
 - ❖ Existing Entry Porch – restore wood columns, ceiling, and railings.
Estimated Cost of Materials & Labor: \$9,485.00

Total Estimated Cost of Materials & Labor: \$138,532.00



Historic Preservation Program

PRESERVATION & RESTORATION GRANT APPLICATION

APPLICATION MATERIALS REQUIRED (submit final docs to abrackett@louisvilleco.gov)

- ☒ Application form (3 pages)
- ☒ Separate list with detailed descriptions of proposed work
- ☒ Alteration Certificate Application, if relevant (for work that alters the exterior of a property)
- ☐ Optional: Cover letter describing the proposal
- ☒ Optional: Invoices, estimates, and other cost-related materials to support request

GENERAL INFORMATION

Site Address: 509 LaFarge Ave

Owner Name: Erik Weissenberger & Tonya Johnson

Owner Phone: _____

Owner Email: eweissenberger@yahoo.com

Owner Representative Name: Peter Stewart

Owner Rep. Phone: 303-665-6668

Owner Rep. Email: peter@stewart-architecture.com

FILLING OUT THE GRANT TABLE ON PAGE 2

Column 1: Give a title to each line item. Include the same title in your list of descriptions of the work so that it is clear which description corresponds to which estimate.

Column 2: Provide the total cost of the line item.

Column 3: Check if relevant. Work completed within the past 5 years prior to landmarking is eligible for grants.

Total Project Cost: Fill in the total cost of all of the line items.

Half of Total: Divide the total project cost in half. This becomes your Total Grant Request. Preservation & Restoration Grants are 50/50 matching grants.

Grant requests greater than maximum allowed: If the Total Grant Request is greater than the maximum allowed, you must submit a letter describing your request. Applications for grants above the maximum must begin with a specific meeting with staff to discuss the request above maximum.

GRANT TABLE

1	2	3
Title of Line Item	Total Cost of Line Item	Check box if work will be completed prior to hearing.
Site Work: Improve drainage around entire existing house	\$3,700	☐
Structural Systems First Floor: Reinforce floor joists and provide new beams Roof: Reinforce roof rafters	\$23,760	☐
Exterior Walls: Painting, new siding, and new insulation	\$35,130	☐
Roofing and Attic: Provide new asphalt shingles and R-60 insulation	\$11,490	☐
Windows & Doors: Replace existing windows with wood windows	\$30,922	☐
Mechanical Systems: Install new furnace and ductwork	\$18,280	☐
Electrical Systems: Upgrade electrical panel to 200 amp	\$4,465	☐
Appearances: Front Porch- restore columns, ceiling and railings	\$9,485	☐
		☐
		☐
Total Project Cost:	\$137,232 (\$80,000 Maximum)	
Half of total:	\$40,000.00	← Total Grant Request
If Total Grant Request is greater than the maximum allowed, you must first meet with staff as part of the application process.		

The Property Owner (or Grantee) hereby agrees and acknowledges that:

- A. Funds received as a result of this application will be expended as reimbursements of up to half of actual expenses and must be completed within established timelines.
- B. Awards from the Historic Preservation Fund may differ in type and amount from those requested on an application.
- C. Recipients must submit their project for any required design review by the Historic Preservation Commission and acquire any required building permits before work has started.
- D. All projects are subject to zoning and building code review and approval of a grant does not constitute building permit approval.
- E. All work approved for grant funding must be completed even if only partially funded through this incentives program.
- F. Unless the conditions of approval provide otherwise, disbursement of grant or rebate funds will occur after completion of the project and shall be accompanied by proof of payment. Reimbursements are processed as payments to the Property Owner or Grantee.
- G. The incentive funds may be considered taxable income and Applicant should consult a tax professional if they have questions.
- H. The grant application will be reviewed in accordance with all relevant City policy, including but not limited to the categories of eligible expenses described below.

Eligible expenses fall into one or more of the categories below. Interior improvements for protection, stabilization, or code-required work are eligible for grants. Other interior improvements are not.

- **Preservation** applies methods to sustain existing form, integrity, and materials. Approved work focuses on repairing exterior historic materials and features rather than extensive replacement and new construction.
- **Rehabilitation** facilitates new uses and standards for a building through repair, alterations, and additions that preserve those portions or features that convey its historical, cultural, or architectural significance. Rehabilitation acknowledges the need to alter or add to a historic property while retaining the property's historic character. Upgrading mechanical, electrical, and plumbing systems and other code-related work may be considered rehabilitation.
- **Restoration** accurately depicts the form, features, and character of a property as it appeared at a particular period of time. Approved work focuses on exterior work and includes the removal of features from other periods in its history and reconstruction of missing features from the restoration period.

SIGNATURES AND DATES

Erik Weissenberger & Tonya Johnson 01/14/2025

Owner (or Grantee) Signature Date

If Grantee is not Property Owner, describe relationship to property:

CITY USE ONLY – INTAKE VERIFICATION

- ☐ Table is filled out completely
- ☐ List of Line Item Descriptions is attached
- ☐ Title of Line Items matches Line Item Description Addendum
- ☐ Accompanied by Alteration Certificate, if needed
- ☐ Line items correspond to one of the 3 eligible categories (preservation, restoration, rehabilitation)
- ☐ Applicant has met with staff if grant request is above maximum allowed

February 3, 2025

Emily Cline-Gibson, Planner II
City of Louisville
749 Main Street
Louisville Colorado 80027

RE: 509 La Farge Ave., Historic Landmark Application, Alteration Certificate Application, & Grant Applications.

Ms. Cline-Gibson,

On behalf of the property owners, Tonya Johnson and Erik Weissenberger, I am pleased to submit this Historic Landmark request. Thank you for meeting with us last week to review the applications. The grant requests we discussed have been revised and are attached.

Grant request summary:

Landmark Preservation Grant request: \$40,000

A significant portion of the existing historic structure will be preserved. I reviewed and included recommendations as outlined in the Historic Structure Assessment, dated January 7, 2016. That report was not very detailed, so my office conducted additional assessment work and further developed a preservation plan. An outline of our recommendations is described in the attached Preservation Scope of Work Memo and drawing set. The total costs of the preservation work needed is \$137,232. Because the costs exceed the maximum the grant requested has been lowered to match the prescribed maximum.

New Construction Grant Request: \$15,000

The existing single-story structure is modest in size at 1,116 square foot (SF), containing two bedrooms and one bath. (see attached drawings of the existing house) The owners hope to add an additional bedroom, bath, and update the kitchen for their use and improved livability of the house. My office investigated various approaches including a 2nd story addition over the rear two-thirds of the house. While this scheme preserved more yard space it also had a significant impact on the visual scale and character of the house. The alternate approach, reason for the grant request, is to locate a single-story addition to the rear of the structure to preserve the historic structure's hip roof lines which is a character defining element of the house. The proposed rear addition's height is approximately 14 feet, 6-feet lower than the existing structure height of 20-feet. The proposed added floor area is approximately 476 SF, increasing the main

floor total to 1,592 SF. The FAR allowed by zoning is 3,025 SF. The total proposed floor area on the property, including the house, shed, and garage is 2,301 SF, which is approximately 24% less than what is allowed by zoning.

Thank you for your assistance throughout this application process. Please reach out if you have any questions or need any additional information.

Thank you,

A handwritten signature in blue ink, appearing to read "Peter Stewart", with a long horizontal stroke extending to the right.

Peter Stewart
Stewart Architecture

cc: Tonya Johnson and Erik Weissenberger



509 La Farge Ave. History

Legal Description: Lots 14 & 15, Block 2, Acme Place Addition

Year of Construction: circa 1910 (see discussion below)

Summary: The house at 509 La Farge was relocated from nearby Superior and was the home of Slovak, French, and other families. It was featured in the book *Lost Superior: Remembering the Architectural Heritage of a Colorado Coal Mining Town* by the Superior Historical Commission, published in 2004.

The Louisville Area's History of Relocated Buildings

Residents of the Louisville area have long engaged in the practice of relocating buildings, particularly small, wood frame houses. This practice was described in an article in *The Louisville Historian*, viewable here:

http://www.louisville-library.org/Portals/1/pdf/Louisville%20Historian/2011-4_Fall.pdf.

History of the House in Superior, Colorado; Discussion of Date of Construction

The house at 509 La Farge was originally located at 107 W. William St. in original Superior, Colorado, according to the book *Lost Superior*. The legal description of that property was Lot 9, Block B. No photos showing the house in its original location could be located for this report.

William Hake filed the plat of Superior with Boulder County in 1895. He died in 1900 and his son, Charles Hake, sold off lots that William Hake had owned. Charles Hake sold Lot 9, Block B in 1901 to Joe (or Jioseppe) Quero (or Querio). Quero had previously, in 1899, acquired Lot 8 from Hake. The 1900 census shows him to be living in Superior in a house that he owned, presumably on Lot 8. According to the census records, Joe was born in Italy and was age 31; his wife, Theresia, was born in Italy and was age 26; and their children, Domenica and John, were 4 and 2 months. Joe worked as a coal miner.

When Joe Quero bought Lot 9, it was presumably to supplement his property on Lot 8. However, by 1902, he and Theresia had decided to sell Lot 9 to Mary Phillips.

Information on Ancestry.com indicates that Mary Phillips (c. 1850-1929) was originally Mary Vidia, born in Slovakia. Her husband, Martin Phillips (1844-1917), also from Slovakia, worked at the Industrial Mine in Superior. His original surname was "Filip." They came to the US in the 1890s with their children.

At the time of the 1910 census, Mary Phillips was living alone in a house on William Street that was presumably the house that was later moved to 509 La Farge. She was listed as the owner of the house, and available property records do not indicate that she was the owner of other property at the time. She was also listed as being divorced. The following photo of Mary Vidia appears in an Ancestry.com family tree:



Boulder County's online records give 1910 as the house's date of construction. The County Assessor card from 1948 does not include anything written for the date of construction, but simply states that the house is "½ old house ½ new all in good repairs now." However, the County has sometimes been found to be in error with respect to the date of construction of houses in the area, so other evidence is looked to. In this case, Mary Phillips purchased what is assumed to be an empty lot by a deed recorded in 1902 and appeared in the 1910 census as a likely resident of the house that would later be moved to 509 La Farge. Specific evidence that she was living in a house at this location before 1910 could not be found. Also, no maps of Superior that might show the existence of the house by a certain date could be located. In the absence of other evidence, the estimated date is "circa 1910," with the recognition that the County may have been estimating the date and that the house could have been constructed earlier.

At some point, Mary Phillips also acquired Lot 8. Unfortunately, the online property records do not show the date when this occurred. However, at the time of the 1920 census, Mary Phillips was living on William Street in a house she owned, as did her son, Martin Phillips Jr., and his wife, Theresa. It appears that they may have been living in houses next to one another, one on Lot 8 and one on Lot 9.

In 1924, Mary Phillips conveyed ownership of Lots 8 and 9 to her daughters, Mary Haszier and Anna Chapman. Anna transferred her ownership to Mary Haszier alone. In 1938, Mary Haszier sold Lot 9, where the house in question was located, to Harry and Edith Abbott. It is possible that the Abbots had already been renting the house from Mary Haszier, who lived elsewhere.

Harry Abbott (1889-1961) worked as a butcher at the Superior Mercantile Company, a general store. He and his wife, Edith (c. 1907-unknown) had sons Eugene and Alvin. By a deed recorded in October 1939, the Abbots sold Lot 9 to August and Nellie LeComte. Meanwhile, August LeComte purchased Lots 14 & 15, Block 2 of Acme Place in Louisville by a deed recorded in May 1940. This is the parcel to which he moved the house from Superior. (He also purchased the lots next door, Lots 12 & 13, which is 517 La Farge, and transferred ownership in them to his stepson.)

According to previous owners of 509 La Farge, August and Nellie LeComte lived in the house while it was at 107 W. William Street from 1940 until 1943. The 1940 census records do show August and Nellie LeComte to be living in Superior, although the street name was not stated.

History of the House After Its Move to 509 La Farge

Development of the Acme Place Addition

In 1893, John Connell, who had helped to establish the Acme Mine at what is now the corner of Roosevelt and Hutchinson, platted the subdivision of Acme Place. It covered what are now the 500 blocks of Lincoln, Grant, Jefferson, and La Farge Avenues. The Acme Place subdivision was only the fourth addition to Original Louisville and was likely developed due to its proximity to the Acme Mine that was started in 1888. The 1909 Drumm's Wall Map of Louisville shows that the 500 blocks of Lincoln and Grant were well populated with houses by 1909, but the 500 blocks of Jefferson and La Farge, which were located quite close to the mine and parts of which were within the fenced enclosure, had few houses at that time. Boulder County Property records indicate that the land that Connell used to establish Acme Place had been acquired directly from the Acme Coal Mining Company. A full historical report on the Acme Mine is here: http://www.louisville-library.org/Portals/1/pdf/History%20Reports/AcmeMine_HistoryReport.pdf.

LeComte Ownership – to 1966

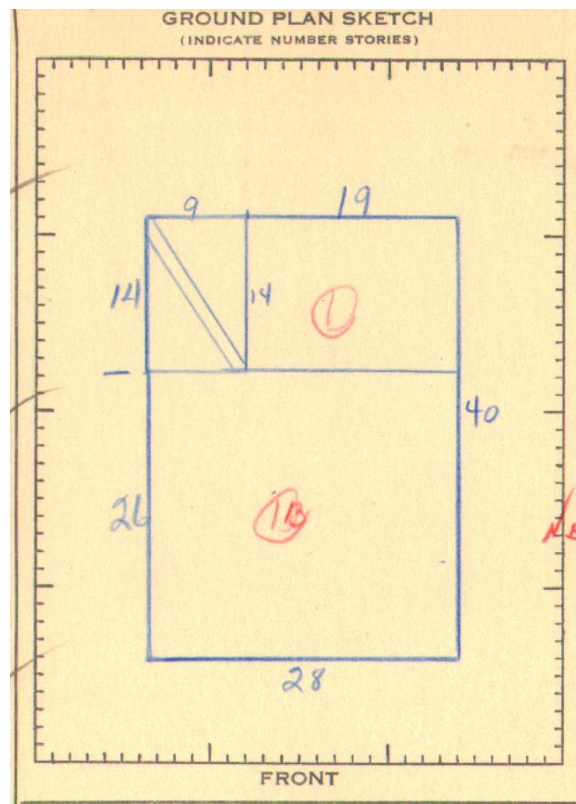
According to all available information, August and Nellie LeComte moved the house in 1943, although no official records documenting the move could be located for this report. However,

the following aerial photo from the Carnegie Branch Library for Local History in Boulder, which is believed to have been taken in the early 1940s, shows the house in its new location at 509 La Farge with few houses near it. It appears that the house did not yet have an addition.



August LeComte (1886-1951) was born in France and came to the US as a child with his family in about 1890. He married Nellie Bodhaine (1889-1962) in 1918. She had been born in Colorado. August worked as a coal miner. Their daughter, Alice LeComte Morrison, lived from 1919 until 2009.

The following images include the photo and the ground layout sketch from the 1948 County Assessor card:



Directories from 1945 until 1959 show the LeComte family to be living at 509 La Farge. In 1961, Nellie LeComte conveyed ownership of 509 La Farge to her daughter, Alice, and Alice's husband, William Morrison.

Delka Ownership – 1966 - 1984

In 1966, the Morrisons sold the house to Harry Delka (1892-1977) and Myrtle Delka (1898-1984). They had previously been living in Boulder. Records indicate that the Delkas lived in the house while they owned it.

The following photo from the collection of the Historical Museum shows 509 La Farge in the circa 1960s-1970s:



Staffel Ownership – 1984-2005

In 1979, Myrtle Delka transferred ownership of the house to herself and her two surviving adult children. In 1984, following her death, they sold the house to Gerry and Terry Staffel.

Terry and Gerry Staffel, who owned the house and lived in it from 1984 until 2005, compiled the following information about the house in the mid-1980s, according to Historical Museum records. The Staffels were able to talk with Alice LeComte Morrison about the house.

In 1940, August and Nellie LeComte bought the house from Harry and Edith Abbott in Superior and lived in it until 1943. At that time the house had four rooms that included a kitchen, front room, dining room and one bedroom. There was also a pantry.

In 1943 the LeComtes moved the house to LaFarge Avenue in Louisville. Mr. LeComte added a bedroom, bathroom and sunporch onto the house. The pantry became a hall way to the two bedrooms and built-in cupboards were added to replace the pantry. The cellar entrance, which was originally on the outside of the house, was now within the sun porch area.

... We bought this house from the Delkas in 1984. The only major change we have made is to recover the original oak floors in the main part of the house. In all the rooms, except the kitchen, it was just a matter of removing he old carpeting. The kitchen floor had linoleum tar papered to the oak, with carpeting later glued on top of the linoleum.

The back three rooms were added after the house was moved here from Superior. You can notice where the pine floors start in the hallway by the kitchen.

Inside the kitchen cabinets, you can see the original wainscoating, which is now covered by wallpaper and birch paneling.

Many of the light fixtures, the wide baseboard around the floors and the mouldings around the doors and windows, are original.

We have added a shower and tiles to the bathroom.

In the basement, you will find the octopus-arm furnace and a few items associated with coal heating. The furnace has been converted to gas. The coal room and the fruit cellar are now used for storage.

The house was one of the five homes on the Holiday Home Tour, organized by the Louisville Historical Museum and Louisville Historical Commission, in 2003.

The book *Lost Superior: Remembering the Architectural Heritage of a Colorado Coal Mining Town* by the Superior Historical Commission came out in 2014 and included a page about 509 La Farge as a relocated house that was moved from Superior to Louisville. It included the following text and photo taken by Doreen L. Ruffe in 2004:

This is a typical hipped box mine camp house which usually had a front porch. The original porch has been altered but the original form and scale are intact. It appears as though the original wood siding has been covered with vinyl siding.



Weissenberger Ownership – starting 2005

In 2005, Erik and Tonya Weissenberger purchased 509 La Farge from Gerry and Terry Staffel. The Weissenbergers are the current owners.

The preceding research is based on a review of relevant and available online County property records, census records, oral history interviews, Louisville directories, and Louisville Historical Museum maps, files, obituary records, and historical photographs from the collection of the Louisville Historical Museum.



**509 LaFarge Avenue
Louisville, CO
Historic Structure Assessment**

7 January 2016

May Yin Architecture, Inc.

3016 9TH St

Boulder, Co 80304

303 443 2407

lomay@may-yin-architecture.com

WWW.MAY-YIN-ARCHITECTURE.COM

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view of front/east today



View from northeast corner



Rear/ west view



Exhibit A

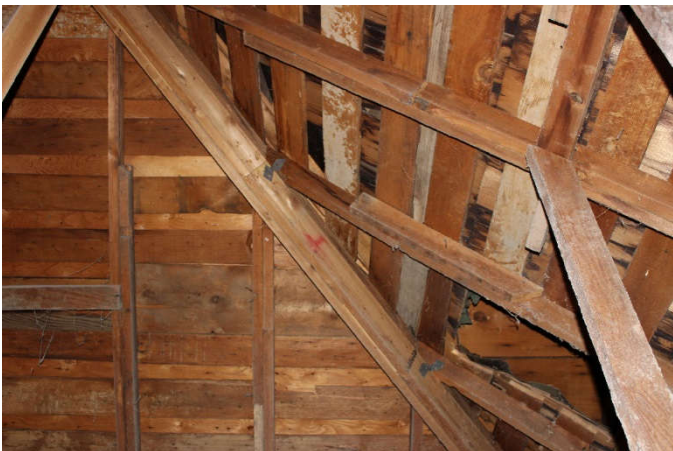


Exhibit B

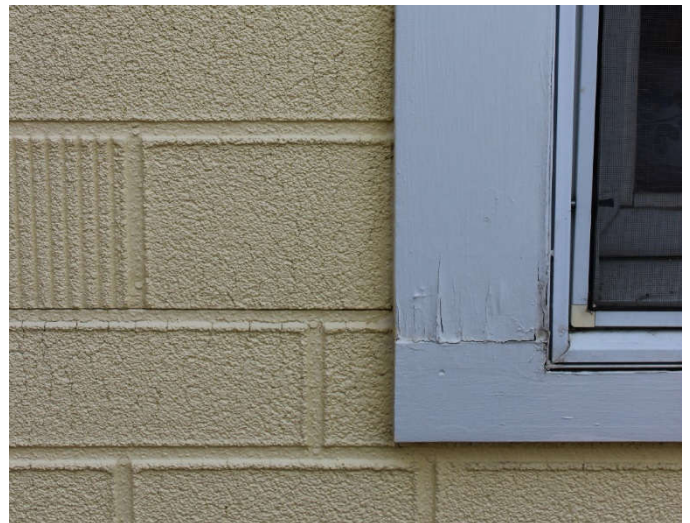


Exhibit C



Exhibit D



Exhibit E

Rapid Visual Screening
Existing Condition Assessment

City: Louisville, CO
Building: principal structure (house) at 509 LaFarge Ave.

A - New
B - Good
C - Fair
D - Poor

Date: 1/7/2016

orig bldg = original house built circa 1910
add'n = post 1940 rear addition

Item	Building Component	Reviewer	Components (Description)	Observations (Unusual)	Condition				Expected Life Span (Yrs)			Category (Issues)			Recommendations*	Approximate Cost*
					A	B	C	D	Now	5-10	20-25	Code	Repair/ Maint.	Other		
A	SUBSTRUCTURE															
A1	Foundations/ Basement															
			Orig Bldg: basement foundation wall - conc w/ a few bricks in at least one location & some CMU. Footing not visible. Nearly continuous 6" thick, approx 4'-6" tall, CMU retaining wall about 2' inside of foundation wall. Grade between retaining wall & foundation wall is capped w/ grout. Add'n: crawl space foundation wall covered by rigid insulation, small amount visible appears to be concrete. Basement floor - multi levels of concrete or concrete mud except @ east where there is an earth floor.	Extent of retaining wall inside foundation wall (Exhibit A): Perhaps basement was dug later. No significant cracking visible, foundation would be considered A condition except that entirety of foundation is not visible.		X					X			X	If renovation work is to be done depth & size of footing must be determined to ensure existence of footing & that it extends below frost line & is of adequate size.	
A2	Floor Construction															
			Orig Bldg: 2x6 floor joists @ 24" o.c. average, span front to rear, no subfloor, 3 1/4" wood T&G finish flooring visible from basement, 2nd layer of finish flooring 2 1/4" exposure oak oriented parallel to joists visible from 1st floor. Perpendicular wood 4x4 beams on 3 1/2" x 6" wood posts & one 5" diameter tree trunk with bark. Add'n: Low crawl space makes it difficult to see but joists appear to be same size/spacing/orientation, 1x diagonal wood board subfloor. Finish flooring visible from 1st floor appears to be maple, 2 1/4" exposure, front to rear orientation.	A section of one of a beam has been cut out for plumbing & a 2x is lapped onto the ends of the beam at bottom where the excision was made.		X					X	X			Unlikely to meet current day building code, under sized, but as long as the structure is not altered nor loads added then it should remain stable.	

B SHELL																
B1	Roof Construction															
			Orig Bldg: 2x4 rafters & hip beams @ approx 24" o.c. (visual guess), 2x4 hip beams have 2-2x beams fastened to underside, 1x boards w/ wide gaps sheathing, OSB/plywood additional layer of sheathing. Sections cut out of sheathing @ the west pitch to facilitate ventilation of attic. 2x4 ceiling joists w/ wood lath. (Exhibit B) Add'n: 3x6 rafters & hip beams @ approx 24" o.c. (visual guess), 1x board sheathing w/ no gaps. Both areas have about 4" of old loose cellulose insulation at ceiling, and vertical wood braces @ long span rafters at various points along spans.	Orig Bldg: long rafters are not continuous, comprised of 2 members overlapping.		X					X				Unlikely to meet current day building code, under sized, but as long as the structure is not altered or loads added then it should remain stable. Adding attic insulation can cause roof to take on more snow load. Consult structural engineer prior to significantly increasing insulation.	

B2	Roofing															
			Asphalt shingle roofing at least 10 years old, good condition.	Visible, though small, warp in roof plane @ junction between orig bldg & add'n.		X				X				X	Unknown if roofing meets current day code however a best guess is that it does not meet resistance to tear off from wind requirements. No need to replace until the roof begins to lose shingles and/or leak, or replace in approx. 5 years as preventive measure.	

Rapid Visual Screening
Existing Condition Assessment

City: Louisville, CO
Building: principal structure (house) at 509 LaFarge Ave.

A - New
B - Good
C - Fair
D - Poor

Date: 1/7/2016

orig bldg = original house built circa 1910
add'n = post 1940 rear addition

Item	Building Component	Reviewer	Components (Description)	Observations (Unusual)	Condition				Expected Life Span (Yrs)			Category (Issues)			Recommendations*	Approximate Cost*
					A	B	C	D	Now	5-10	20-25	Code	Repair/ Maint.	Other		
B3	Exterior Walls		Components (Description)	Observations (Unusual)												
	1st Floor		2x4 studs (owner memory) spacing unknown, sheathing unknown, original siding unknown. Front/east elevation sided with T-1-11 plywood at porch & wood grain impressed fiberboard lap siding with wide exposure to either side of porch. South, north & west elevations have what appears to be asphalt siding (Exhibit C). North elevation of add'n is sided w/ vertical V-groove wood? siding.	Structural condition is unknown but there is no evidence of moisture infiltration or failure, assume condition is good. Fiberboard siding is showing signs of deterioration from water penetration of siding where paint has come off (Exhibit D). Asphalt siding appears to be in good to fair condition.		X	X			X	X		X	X	Consider removing sidings to reveal old wood siding below, if it exists, for aesthetic reasons when it's time to replace fiberboard siding. If fiberboard siding is to be retained, keep well painted to increase longevity.	unknown
	2nd floor		NA													

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Item	Building Component	Reviewer	Components (Description)	Observations (Unusual)	Condition				Expected Life Span (Yrs)			Category (Issues)			Recommendations*	Approximate Cost*
					A	B	C	D	Now	5-10	20-25	Code	Repair/ Maint.	Other		
B4	Exterior Windows		Components (Description)	Observations (Unusual)	Condition				Expected Life Span (Yrs)			Category (Issues)			Recommendations*	Approximate Cost*
	Basement		3 light, wood windows. Steel coal chute cover remains on north side.	Windows have lost much paint, no longer operable.		X	X			X	X	X	X		Condition & life expectancy indicated vaguely b/c windows can have greater longevity if kept consistently painted. Most likely do not meet current day energy code requirements. Add storm windows to improve energy efficiency.	storms: \$100-\$200/window
	1st Floor		Older all wood windows are 3 over 1 light double hung, glazed glass, fitted w/ aluminum storm windows. Newer windows are vinyl clad wood, 1 over 1 light double hung, fitted with aluminum frame screens.	One older windows has a broken pane. Add'n older windows do not open or do not open well.		X					X	X	X		Older wood windows can be made more energy efficient & operable by stripping built up paint, repairing counterweights or other mechanisms, installing weather stripping, & adding storm windows. Custom wood storm windows will be more architecturally/historically consistent than aluminum or vinyl. Repair may seem expensive however when considering that replacement effects interior & exterior finishes repair of existing is a more feasible approach. Repair with storms windows can match new window energy efficiency.	restoration & custom storms: \$800/window
	2nd floor		NA													
	Trim		Exterior - 1/2" or 5/8" thick flat wood. Interior - profiled /w rosettes @ upper corners, believed to be to have historical value.			X					X		X		Keep exterior trim painted to increase longevity. Unpainted wood should not be left exposed.	
B5	Exterior Doors		Components (Description)	Observations (Unusual)	Condition				Expected Life Span (Yrs)			Category (Issues)			Recommendations*	Approximate Cost*
	1st Floor		Front entry door - wood & glass, new w/ aluminum storm door. Add'n door @ south - wood with partial glass light, horizontal flat recessed panels (1 over glass light, 3 below).		X						X					

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Item	Building Component	Reviewer	Components (Description)	Observations (Unusual)	Condition				Expected Life Span (Yrs)			Category (Issues)			Recommendations*	Approximate Cost*
					A	B	C	D	Now	5-10	20-25	Code	Repair/ Maint.	Other		
	Trim		Front door - 5/4 flat wood trim. South door - 1/2" or 5/8" thick flat wood	South door - It appears that visible exterior trim may be applied over older trim, suggesting there is old wood siding below what's visible.		X					X				Keep wood trim well painted in order to increase longevity.	
B6	Roof Openings		Components (Description)	Observations (Unusual)	Condition				Expected Life Span (Yrs)			Category (Issues)			Recommendations*	Approximate Cost*
	(Skylights, Chimneys & Access Hatches)															
			Brick chimney venting furnace, transitioning to metal at roof or metal covers brick - unknown.			X					X				Watch for leaks where chimney penetrates roof. Repair immediately to avoid deterioration of wood structure & interior finishes.	

**Rapid Visual Screening
Existing Condition Assessment**

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Item	Building Component	Reviewer	Components (Description)	Observations (Unusual)	Condition				Expected Life Span (Yrs)			Category (Issues)			Recommendations*	Approximate Cost*
					A	B	C	D	Now	5-10	20-25	Code	Repair/ Maint.	Other		

B7	Porches		Components (Description)	Observations (Unusual)	Condition				Expected Life Span (Yrs)			Category (Issues)			Recommendations*	Approximate Cost*
			Front porch - wood frame, T-1-11 plywood siding in gable, plywood finished ceiling, exposed rafter eaves, brick "tile" porch floor w/ "1924" pressed into one of the tiles, enclosed by simple wood rail w/ two decorative cut out balusters. South porch - wood frame, plywood finished ceiling, MDF (perhaps) finished eave soffits, plywood gable siding, concrete floor.	Front porch - brick tiles are unusual. Likely installed over concrete porchfloor. Is 1924 indicative of porch construction or tile installation date? Paint on wood is beginning to peel.		X					X		X		Repaint before exposed wood deteriorates. Keeping exterior wood well covered by paint increases longevity of wood.	

B8	Exterior Trim/Ornamentation		Components (Description)	Observations (Unusual)	Condition				Expected Life Span (Yrs)			Category (Issues)			Recommendations*	Approximate Cost*
			Flat wood trim. Minimal to no ornamentation. Profiled pieces of trim were added to window head trim @ front/east elevation. See description of front porch.	North east corner of roof eave - ends of mitered fascia trims at this corner are rotting. (Exhibit E)		X					X		X		Repaint before exposed wood deteriorates. Keeping exterior wood well covered by paint increases longevity of wood. Replace rotted eave fascia trim piece in entirety to avoid obvious short splices.	replacement of rotted eave fascia trims \$200 to \$500

C	Site		Components (Description)	Observations (Unusual)	Condition				Expected Life Span (Yrs)			Category (Issues)			Recommendations	Approximate Cost*
C1	Site Drainage		Flat site, some pooling of water in rear yard in heavy rain, no water intrusion to basement. Owner has extended downspout drainage on north side only as a precaution.			X					X					

*Notes:

- Estimated costs assume no lead or asbestos present.

- Lead testing is noted for every area that includes a potential source of lead paint. A series of 3 tests, one for each of the sources of old paint (windows, doors, siding), would likely provide all the testing needed for the entire project.

MEMORANDUM

To: Historic Preservation Commission Members

From: Community Development Department

Subject: Discussion on the increase of Historic Structure Assessment (HSA) grant funds for both residential and commercial properties.

Date: February 24, 2025

SUMMARY:

Attached for recommendation to City Council is a draft resolution updating the maximum grant funds available and procedures for Historic Structure Assessments (HSAs). The specific amendments include:

- Increasing the maximum residential grant from \$4,000 to \$7,500 and the maximum commercial grant from \$9,000 to \$10,000.
- Allowing the maximum grant amounts to be increased to \$10,000 for residential and \$15,000 for commercial if the applicant demonstrates an extraordinary circumstance relating to building size, condition, architectural details, or other unique conditions compared to similar Louisville properties. The applicant would need to also provide a minimum of two bids to justify the increased cost.
- Specifying a qualified consultant leading an HSA must be Colorado-licensed architect with historic preservation experience.
- Requiring a Colorado-licensed structural engineer to contribute to the assessment, unless waived by the Historic Preservation Commission (HPC), and encouraging contributions by experts in electrical and mechanical systems to the HSA.
- Codifying the current policy of the city establishing the minimum standards and scope of work for an HSA and provide that city staff will review the completed report to ensure the HSA meets the established standards prior to awarding the grant funds.

BACKGROUND:

At the HPC's December 16, 2024 meeting, the Commission discussed the current HSA program policies and funding levels. This discussion included a detailed review of the evolution of the Historic Preservation fund and grant program. The December 16, 2024 staff report with a detailed review the background can be viewed at the following link.

Link: [December 16, 2024 Staff Memo on HSA Policy and Funding](#)

The result of the December 16, 2024 HPC discussion was to direct staff to draft a proposal to update the funding amounts, to clarify certain policies around who is qualified to complete an HSA and requirements for specialized analysis, and to formalize certain parts of the process for establishing a minimum scope and standards for the HSA.

DISCUSSION:

The HSA funding levels were last established in 2019 with the adoption of Resolution 17, Series 2019 (Attachment No. 2). The proposed increases to the HSA grant fund amounts are in recognition of the increased costs due to inflation since 2019 and a desire to have adequate funds to pay subconsultants to contribute to the HSA. The amount of grant funding recommended also matches testimony received at the December 16, 2024 meeting that included recommendations based on recent HSA projects.

The proposal also provides for increased grant amounts for extraordinary circumstances when there are unique conditions related to the property that may result in a more expensive HSA report. The proposed resolution also provides that, in addition to having to meet the extraordinary circumstance criteria, that the applicant provides a minimum of two bids by qualified contractors for completion of the HSA. This will help to ensure that a consultant is not taking advantage of this section of the funding resolution by maximizing the contact amount to match the grant maximums.

These grant amounts are intended to cover the entire cost of an HSA. This is a generous policy intended to incentivize participation in the program, especially considering the full-voluntary nature of the city's landmark designation process. For comparison, the State HSA grant program requires a 25% match for a private owner and 10% match for nonprofit or government owner of a property. The maximum grant amount available through the State program is \$15,000 for both residential and commercial properties.

The other changes to the resolution are related to the qualifications of the consultants conducting the HSA and setting a minimum scope and staff review of the HSA. These updates generally reflect and codify current practice. The primary change to the standards is to require contribution to the HSA by a licensed structural engineer. This will help ensure that HSAs provide a more thorough evaluation of what may be involved in the scope and cost of preserving the historic structure. This additional information will also help to ensure the completeness and accuracy of grant requests if the property goes through the local landmark and grant process.

RECOMMENDATION:

Staff recommends that the HPC recommend approval of the draft resolution to City Council.

ATTACHMENTS:

1. Draft City Council Resolution Updating HSA Grant Amounts and Requirements for Completion of HSAs
2. Resolution 17, Series 2019

**RESOLUTION NO. XX
SERIES 2024**

**A RESOLUTION UPDATING HISTORIC STRUCTURE ASSESSMENT GRANT
AMOUNTS AND REQUIREMENTS FOR COMPLETION OF HISTORIC
STRUCTURE ASSESSMENTS PRIOR TO LANDMARKING**

WHEREAS, historic properties and buildings of character in the City of Louisville (the "City") are major contributors to the character and quality of life of our City; and

WHEREAS, the City Council, pursuant to the City Charter, established a Historic Preservation Commission to assist it in the preservation and landmarking of these properties; and

WHEREAS, when properties are locally landmarked they are preserved for future posterity and enjoyment and continue to contribute to the unique character of the City; and

WHEREAS, at the November 4, 2008 election, the voters approved Ballot Issue 2A to levy a one-eighth of one percent (1/8%) sales tax for purposes of historic preservation purposes within Historic Old Town Louisville through December 31, 2018; and

WHEREAS, at the November 2, 2010 election, the voters approved a Ballot Issue 2D to levy a permanent use tax of 3.50%, to supersede the City's then-current use tax, of which one-eighth of one percent (1/8%) of the use tax was dedicated to historic preservation purposes consistent with Ballot Issue 2A; and

WHEREAS, at the November 7, 2017 election, the voters approved a Ballot Issue 2F, which extended the expiration date of the temporary sales tax of one-eighth of one percent for historic preservation from December 31, 2018 to December 31, 2028; and

WHEREAS, City Council by Ordinances No. 1544, Series 2008 and No. 1743, Series 2017 imposed the tax approved by the voters, established the Historic Preservation Fund ("HPF"), and codified the financial incentives set forth within Ballot Issues 2A (2008), 2D (2010), and 2F (2017); and

WHEREAS, City Council by Resolution No. 20, Series 2009, Resolution No. 20, Series 2010, Resolution No. 2, Series 2012, and Resolution No. 2, Series 2014, adopted provisions related to the administration and uses of HPF, and established grant programs and incentives to assist property owners in the rehabilitation and restoration of historic properties and new buildings of character; and

WHEREAS, City Council by Resolution No. 4, Series 2014, Resolution No. 21, Series 2016, adopted resolutions establishing a revolving loan program within the HPF to encourage landmark designations and rehabilitation of historic properties in the City of Louisville; and

WHEREAS, City Council by Resolution No. 17, Series 2019 merged previous administrative provisions for grants, incentives and loans into a single resolution; and

WHEREAS, the City Council desires to amend Resolution No. 17, Series 2019 related to the available grant amounts for Historic Structure Assessments; and

WHEREAS, a core value of the City in the 2013 Comprehensive Plan promotes: “*A Connection to the City's Heritage . . . where the City recognizes, values, and encourages the promotion and preservation of our history and cultural heritage, particularly our mining and agricultural past.*” and enhancing the allowed historic preservation incentives strengthens the City's connection to its heritage; and

WHEREAS, a second core value of the City in the 2013 Comprehensive Plan promotes: “*Unique Commercial Areas and Distinctive Neighborhoods . . . where the City is committed to recognizing the diversity of Louisville's commercial areas and neighborhoods by establishing customized policies and tools to ensure that each maintains its individual character, economic vitality, and livable structure.*” and expanding the allowed historic preservation incentives will promote and strengthen the unique individual character of Louisville.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LOUISVILLE, COLORADO:

Section 1. Sections 7 and 12 of Resolution No. 17, Series 2019 are hereby amended and renumbered as follows (old text in ~~strike-through~~ and new text underlined).

Section 7. Grant program to conduct structural assessments of eligible structures:

Prior to any structure being declared a landmark pursuant to Chapter 15.36 of the Louisville Municipal Code, ~~or the establishment of a conservation easement, or approval of grants for preserving, restoring, rehabilitating, or protecting a landmark property,~~ the property will undergo a building assessment to develop a preservation plan to establish priorities for the maintenance of the property.

- a. At a regular meeting, the Commission shall review the building history, application, and other relevant information to determine whether there is probable cause to believe the building may be eligible for landmarking under the criteria in § 15.36.050 of the Louisville Municipal Code. If probable cause is not found by the Commission, a building assessment grant will not be issued. If probable cause is found by the Commission, the owner of the property shall be eligible for a building assessment grant in an amount up to ~~\$4,000~~ \$7,500 for residential properties and ~~\$9,000~~ \$10,000 for commercial properties. Such grants shall be used solely to offset a portion or all of the cost of conducting the building assessment. A finding of probable cause is solely for purposes of action on the building assessment grant request, and does not guarantee any outcome at subsequent hearings by the Commission or City Council.
- b. The maximum grant amounts may be increased up to \$10,000 for residential properties and \$15,000 for commercial properties upon a request by the applicant and a demonstration that a minimum of two bids were obtained for the assessment and that due to extraordinary circumstances relating to building size, condition, architectural details,

or other unique conditions compared to similar Louisville properties, the cost of the assessment exceeds the maximum amounts in subparagraph a. above.

- c. The assessment shall be conducted by a qualified consultants under contract with the City, or by a qualified consultant of the owner's choosing that are approved by the City prior to commencing and assessment. The primary consultant must be an architect licensed in the State of Colorado, and unless waived by the Historic Preservation Commission for good cause, a structural engineer licensed in the State of Colorado must contribute to all pertinent parts of the assessment. Qualified consultants in other specialty areas, such as mechanical and electrical systems, should be utilized as needed for a thorough and complete assessment. A qualified The primary consultant should must have significant experience in the field of historic preservation and must be familiar with and able to apply The Secretary of the Interior's Standards for the Treatment of Historic Properties. should be a practicing architect, engineer, planner, or similar profession. The City shall be provided a copy of any assessment for which grant funds are awarded.
- d. The City shall establish minimum standards and a scope of work for assessments and make such available to the consultants prior to commencing the assessment. The City shall be provided a copy of any completed assessment for which grant funds are awarded and verify that the assessment meets the established standards and follows the scope of work prior to providing reimbursement of the grant funds awarded.
- e. An exception to the requirement for a building assessment prior to landmarking or the establishment of a conservation easement may be granted by the Commission for good cause.
- f. Owners of properties landmarked prior to City Council Resolution 2 Series 2014 who have not received grant funds for a structural assessment and are eligible to receive preservation grant funds through the resolutions in effect at the time of their landmarking approval may request building assessment grants in an amount up to ~~\$4,000~~ \$7,500 for residential properties and ~~\$9,000~~ \$10,000 for commercial properties. Such grants shall be used solely to offset a portion or all of the cost of conducting the building assessment.

Section 12. Maximum grant amounts, time limits, and procedures:

The maximum combined amount of incentive and grant funding from the HPF that any property may receive is limited to the following, unless additional funding is awarded following a finding of extraordinary circumstances as described further in this Resolution:

- a. ~~\$49,000~~ \$52,500 per property for a residential structure with landmark status
 - i. ~~\$4,000~~ \$7,500 structural assessment
 - ii. \$5,000 landmark incentive grant
 - iii. \$40,000 matching grant
- b. ~~\$209,000~~ \$210,000 per property for a commercial structure with landmark status
 - i. ~~\$9,000~~ \$10,000 structural assessment
 - ii. \$50,000 landmark incentive grant
 - iii. \$150,000 matching grant

PASSED AND ADOPTED this _____ day of _____, 2025.

, Mayor

ATTEST:

Meredyth Muth, City Clerk

**RESOLUTION NO 17
SERIES 2019**

**A RESOLUTION REPEALING RESOLUTIONS IMPLEMENTING THE HISTORIC
PRESERVATION FUND BY REENACTING INTO A SINGLE RESOLUTION
INCORPORATING ALL PREVIOUS RESOLUTIONS, PROVIDING UPDATES FOR
THE RECENT BALLOT MEASURE, AND INCREASING CERTAIN INCENTIVES**

WHEREAS, historic properties and buildings of character in the City of Louisville (the "City") are major contributors to the character and quality of life of our City; and

WHEREAS, the City Council, pursuant to the City Charter, established a Historic Preservation Commission to assist it in the preservation and landmarking of these properties, and

WHEREAS, when properties are locally landmarked they are preserved for future posterity and enjoyment and continue to contribute to the unique character of the City; and

WHEREAS, at the November 4, 2008 election, the voters approved Ballot Issue 2A to levy a one- eighth of one percent (1/8%) sales tax for purposes of historic preservation purposes within Historic Old Town Louisville through December 31, 2018, and

WHEREAS, at the November 2, 2010 election, the voters approved a Ballot Issue 2D to levy a permanent use tax of 3.50%, to supersede the City's then-current use tax, of which one-eighth of one percent (1/8%) of the use tax was dedicated to historic preservation purposes consistent with Ballot Issue 2A, and

WHEREAS, at the November 7, 2017 election, the voters approved a Ballot Issue 2F, which extended the expiration date of the temporary sales tax of one-eighth of one percent for historic preservation from December 31, 2018 to December 31, 2028, and

WHEREAS, City Council by Ordinances No 1544, Series 2008 and No 1743, Series 2017 imposed the tax approved by the voters, established the Historic Preservation Fund ("HPF"), and codified the financial incentives set forth within Ballot Issues 2A (2008), 2D (2010), and 2F (2017); and

WHEREAS, City Council by Resolution No. 20, Series 2009, Resolution No 20, Series 2010, Resolution No 2, Series 2012, and Resolution No. 2, Series 2014, adopted provisions related to the administration and uses of HPF, and established grant programs and incentives to assist property owners in the rehabilitation and restoration of historic properties and new buildings of character; and

WHEREAS, City Council by Resolution No 4, Series 2014, Resolution No. 21, Series 2016, adopted resolutions establishing a revolving loan program within the HPF to encourage landmark designations and rehabilitation of historic properties in the City of Louisville; and

WHEREAS, a core value of the City in the 2013 Comprehensive Plan promotes: "*A Connection to the City's Heritage* where the City recognizes, values, and encourages the promotion and preservation of our history and cultural heritage, particularly our mining and

agricultural past.” and enhancing the allowed historic preservation incentives strengthens the City's connection to its heritage; and

WHEREAS, a second core value of the City in the 2013 Comprehensive Plan promotes. *“Unique Commercial Areas and Distinctive Neighborhoods where the City is committed to recognizing the diversity of Louisville's commercial areas and neighborhoods by establishing customized policies and tools to ensure that each maintains its individual character, economic vitality, and livable structure.”* and expanding the allowed historic preservation incentives will promote and strengthen the unique individual character of Louisville; and

WHEREAS, the City Council desires to increase the maximum amounts of certain Historic Preservation incentives to best serve the City's core values, and

WHEREAS, the City Council desires to update the provisions related to the City's Historic Preservation incentives and to merge all previous administrative provisions into this single Resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LOUISVILLE, COLORADO

Section 1. Historic Preservation Fund.

There exists a Historic Preservation Fund (“HPF”) in the City of Louisville, as established by Ordinance 1544, 2008 and amended by Ordinance 1743, 2017

- a. The HPF shall be funded by:
 - i. Proceeds from the 1/8% sales tax established by 2008 Louisville Ballot Issue 2A and Ordinance 1544, Series 2008 and extended by Louisville Ballot Issue 2F and Ordinance 1743, Series 2017,
 - ii. Proceeds from the allocation of 1/8% use tax for historic preservation, as established by Louisville Ballot Issue 2D and Ordinance 1575, Series 2010;
 - iii. Private and public donations, bequests, grants and funding from other sources made to the City for historic preservation purposes,
 - iv. Interfund loans from the City of Louisville; if approved by ordinance; and
 - v. Earnings on such amounts as may be deposited in the HPF
- b. The City of Louisville Historic Preservation Commission (the “Commission”) shall make recommendations regarding expenditures from the HPF, but final action shall be taken by City Council by resolution, provided that after January 1, 2019, any expenditure of funds outside historic Old Town Louisville is approved by the affirmative vote of not less than five members of the entire City Council. The HPF should be managed to achieve maximum preservation of historic structures and the character of historic Louisville.
- c. The Commission shall submit an annual statement of goals and recommendations to City Council, and may supplement, modify or update this document throughout the year as necessary
- d. As further detailed in the Sections below, the uses of the HPF shall be consistent with the following funds or purposes.

1. Administrative Funds,
- ii. Contingency/Emergency Reserve Funds,
- iii. Sales and Use Tax Proceeds to Support the Operations and Maintenance of the Louisville Museum Campus,
- iv Acquisitions Funds, and
- v Incentives for Historic Preservation, to Preserve Character, and for New Construction, including grants and loans.

Section 2. Administrative Funds.

Administrative Funds shall be used for purposes consistent with the establishment of the HPF, and shall include, but not be limited to

- a. Historical building surveys, other site surveys or reconnaissance-level or intensive-level historic and architectural surveys,
- b Staff to support the Commission and City activities in administering programs funded by the tax, including, but not limited to, interns, preservation planners, staff to conduct research for demolition review functions by the Commission and to assist vendors in conducting historic preservation surveys, and other support staff;
- c. Plaques or other designations to honor structures that are landmarked or add to the character of historic Louisville
- d. Public outreach and education efforts; and
- e. Funding of public-private partnerships for preservation of buildings of historic significance

Section 3. Contingency/Emergency Reserve Funds.

In the first year of the existence of the HPF, 20% of the funds of the HPF shall be placed in a Contingency/Emergency Reserve. On an annual basis, the Commission and City Council shall reevaluate how much should be allocated to this Reserve. These funds shall be accessed only for incentives or acquisitions that become necessary due to exigent circumstances, upon the recommendation of the Commission and approval of City Council. "Exigent circumstances" for purposes of this section shall mean that the Commission has determined, with concurrence of City Council, that without urgent action, significant damage will be done to the historic fabric or character of Louisville.

Section 4. Operation and Maintenance for the Louisville Museum Campus

As of January 1, 2019, no more than twenty percent (20%) of the net annual city fiscal year proceeds of the one-eighth percent sales and use tax for historic preservation shall be used or the operation and maintenance of the Louisville Museum Campus.

Section 5. Acquisitions Funds.

Use of Acquisition funds of the HPF shall include, but not be limited to

- a. The purchase of historic properties or properties which contribute to the historic character of Louisville. These properties, if eligible, shall be landmarked pursuant to Chapter 15.36 of the Louisville Municipal Code and if not eligible, shall have a conservation easement placed upon them to preserve the outside appearance of the structure or other historical attributes of the structure or site. Prior to the purchase of any property, a financial risk analysis shall be conducted, although City Council may base its approval on considerations other than financial. The City may perform any restoration or rehabilitation work necessary on properties the City acquires, subject to availability of funds therefor, and may then sell the properties unless retained for a municipal purpose. A conservation easement for historic preservation purposes may be placed on the property prior to or in connection with any sale. Any loss and any costs resulting from the acquisition, rehabilitation and sale of the property shall be charged to the HPF, while any profits shall be deposited to the HPF, and
- b. The purchase of conservation easements to protect the appearance of structures that contribute to the character of historic Louisville. Easements funded by the City may be held solely by the City or jointly with another governmental entity or a third-party non-profit preservation organization.

Section 6. Loan Program Funds

All loans shall be funded solely from those funds held within the HPF for such purposes, and all loans shall be expressly contingent upon the availability of funds.

Section 7 Grant program to conduct structural assessments of eligible structures.

Prior to any structure being declared a landmark pursuant to Chapter 15.36 of the Louisville Municipal Code or the establishment of a conservation easement, the property will undergo a building assessment to develop a preservation plan to establish priorities for the maintenance of the property

- a. At a regular meeting, the Commission shall review the building history, application, and other relevant information to determine whether there is probable cause to believe the building may be eligible for landmarking under the criteria in § 15.36 050 of the Louisville Municipal Code. If probable cause is not found by the Commission, a building assessment grant will not be issued. If probable cause is found by the Commission, the owner of the property shall be eligible for a building assessment grant in an amount up to \$4,000 for residential properties and \$9,000 for commercial properties. Such grants shall be used solely to offset a portion or all of the cost of conducting the building assessment. A finding of probable cause is solely for purposes of action on the building assessment grant request, and does not guarantee any outcome at subsequent hearings by the Commission or City Council.
- b. The assessment shall be conducted by a qualified consultant under contract with the City, or by a qualified consultant of the owner's choosing. A qualified consultant should have significant experience in the field of historic preservation and should be a practicing

architect, engineer, planner, or similar profession. The City shall be provided a copy of any assessment for which grant funds are awarded.

- c. An exception to the requirement for a building assessment prior to landmarking or the establishment of a conservation easement may be granted by the Commission for good cause.
- d. Owners of properties landmarked prior to City Council Resolution 2 Series 2014 who have not received grant funds for a structural assessment and are eligible to receive preservation grant funds through the resolutions in effect at the time of their landmarking approval may request building assessment grants in an amount up to \$4,000 for residential properties and \$9,000 for commercial properties. Such grants shall be used solely to offset a portion or all of the cost of conducting the building assessment.

Section 8. Residential grants for preserving, restoring, rehabilitating, or protecting landmarked property

For a period of 36 months from when a property is declared a landmark pursuant to Chapter 15.36 of the Louisville Municipal Code the owner of the property shall be eligible for a grant from the HPF in the amount of up to \$45,000 for residential structures.

Grants may be approved under any of the following categories, however grant funds may not be used for interior improvements other than for protection, stabilization, or code-required work.

- a. **Preservation** is the act or process of applying measures necessary to sustain the existing form, integrity, and materials of an historic property as they now exist. Approved work focuses upon the repair of exterior historic materials and features rather than extensive replacement and new construction.
- b. **Rehabilitation** is the act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features which convey its historical, cultural, or architectural values. Rehabilitation acknowledges the need to alter or add to a historic property to meet continuing or changing uses while retaining the property's historic character. The limited and sensitive upgrading of mechanical, electrical, and plumbing systems and other code-required work to make properties functional is appropriate.
- c. **Restoration** is the act or process of accurately depicting the form, features, and character of a property as it appeared at a particular period of time. Approved work focuses on exterior work and includes the removal of features from other periods in its history and reconstruction of missing features from the restoration period.

The first \$5,000 of the grant will be an unmatched incentive grant as a landmark bonus. Owners of a landmarked property will be eligible for this grant following the signing of the landmark and grant agreements. The remaining \$40,000 shall be conditioned based on the applicant matching at least one hundred percent (100%) of the amount of the grant with expenditures or an equivalent value of approved in-kind services for approved work based on the completed structural assessment and deemed eligible for a grant from the HPF. Eligible work will fall under the preservation, rehabilitation, or restoration categories described above.

Applicants must complete the work covered by any grants and submit their reimbursement requests within 60 months of the landmark declaration. Upon a showing of good cause, the above timeline may be extended with approval of a subcommittee consisting of a designated staff person and two randomly selected members of the commission. If the request for timeline extension is not approved unanimously, the request forwarded to the full commission for consideration at a public meeting.

Section 9 Commercial grants for preserving, restoring, rehabilitating, or protecting landmarked property

For a period of 36 months from when a property is declared a landmark pursuant to Chapter 15.36 of the Louisville Municipal Code the owner of the property shall be eligible for a grant from the HPF in the amount of up to \$200,000 for commercial structures. The grant timeframes may be extended based on the procedures in Sec. 6 below

Grants may be approved under any of the following categories, however grant funds may not be used for interior improvements other than for protection, stabilization, or code-required work.

- a. **Preservation** is the act or process of applying measures necessary to sustain the existing form, integrity, and materials of an historic property as they now exist. Approved work focuses upon the repair of exterior historic materials and features rather than extensive replacement and new construction.
- b. **Rehabilitation** is the act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features which convey its historical, cultural, or architectural values. Rehabilitation acknowledges the need to alter or add to a historic property to meet continuing or changing uses while retaining the property's historic character. The limited and sensitive upgrading of mechanical, electrical, and plumbing systems and other code-required work to make properties functional is appropriate.
- c. **Restoration** is the act or process of accurately depicting the form, features, and character of a property as it appeared at a particular period of time. Approved work focuses on exterior work and includes the removal of features from other periods in its history and reconstruction of missing features from the restoration period.

The first \$50,000 of the grant will be an unmatched incentive grant as a landmark bonus. Owners of a landmarked property will be eligible for this grant following the signing of the landmark and grant agreements. The remaining \$150,000 shall be conditioned based on the applicant matching at least one hundred percent (100%) of the amount of the grant with expenditures or an equivalent value of approved in-kind services for approved work based on the completed structural assessment and deemed eligible for a grant from the HPF. Eligible work will fall under the preservation, rehabilitation, or restoration categories described above.

Applicants must complete the work covered by any grants and submit their reimbursement requests within 60 months of the landmark declaration. Upon a showing of good cause, the above timeline may be extended with approval of a subcommittee consisting of a designated staff person and two randomly selected members of the commission. If the request for timeline

extension is not approved unanimously, the request will be forwarded to the full commission for consideration at a public meeting.

Section 10. Residential new construction grants.

Owners of landmarked property on which additions to existing residential structures are proposed are eligible for matching grants of up to \$15,000 for new residential construction that, beyond mandatory requirements, substantially limits mass, scale, and number of stories, preserves setbacks, and protects the historic integrity of the property and its environment by differentiating new work from the old. Qualifying new construction must maintain the existing height of the historic structure over the first 1/3 of the overall structure and have a floor area ratio (FAR) 10% below what is allowed by zoning.

Section 11 Commercial new construction grants.

Owners of landmarked property on which new commercial structures or additions to existing commercial structures are proposed are eligible for grants of up to \$75,000 for new commercial construction that, beyond mandatory requirements, substantially limits mass, scale, and number of stories, preserves setbacks, preserves pedestrian walkways between buildings, and protects the historic integrity of the property and its environment by differentiating new work from the old. Qualifying new construction must limit building height to two stories or match the existing height of the historic building if more than two stories, and have a floor area ratio (FAR) 20% below what is allowed by zoning.

Section 12. Maximum grant amounts, time limits, and procedures

The maximum combined amount of incentive and grant funding from the HPF that any property may receive is limited to the following:

- a. \$49,000 per property for a residential structure with landmark status
 - i. \$4,000 structural assessment
 - ii. \$5,000 landmark incentive grant
 - iii. \$40,000 matching grant
- b. \$209,000 per property for a commercial structure with landmark status
 - i. \$9,000 structural assessment
 - ii. \$50,000 landmark incentive grant
 - iii. \$150,000 matching grant
- c. \$15,000 matching grant for eligible new residential construction that, beyond mandatory requirements, substantially limits mass, scale, and number of stories, preserves setbacks, and protects the historic integrity of the property and its environment by differentiating the new work from the old. Qualifying new construction must maintain the existing height of the historic structure over the first 1/3 of the overall structure and have a floor area ratio (FAR) 10% below what is allowed by zoning.
- d. \$75,000 grant for eligible new commercial construction that, beyond mandatory requirements, substantially limits mass, scale, and number of stories, preserves setbacks, preserves pedestrian walkways between buildings, and protects the historic integrity of

the property and its environment by differentiating the new work from the old. Qualifying new construction must limit building height to two stories or match the existing height of the historic building if more than two stories, and have a floor area ratio (FAR) 20% below what is allowed by zoning.

To be considered for incentives funding, the owner must complete an application and submit it to the Commission, together with sufficient building plans, if appropriate. Applications may be submitted at any time. Applications shall initially be reviewed by Commission staff, followed by a recommendation to the Commission. The Commission shall make a recommendation to City Council for final action. Any recommendation by the Commission may be to grant some, all or none of the requested incentives. If the Commission recommendation is to grant the requested incentives in whole or part, it shall also forward recommendations regarding the terms of an agreement which must be met for receipt of the incentives. All recommendations are subject to approval, rejection and/or modification by City Council, and City Council may return recommendations for further information or review. All incentives are subject to budgetary requirements and considerations, including review of amounts currently and foreseeably available in the HPF and appropriation in the discretion of City Council. Additions to existing structures may qualify for incentives if so recommended by the Commission and approved by City Council.

- a. Applications for incentive and grant funds must be received by the Planning Department within 36 months of the date a property is declared a landmark pursuant to Chapter 15.36 of the Louisville Municipal Code.
- b. Reimbursement requests for completed work approved for grant funding must be received within 60 months of a property being declared a landmark pursuant to Chapter 15.36 of the Louisville Municipal Code.
- c. These grant limitations described above may be exceeded upon recommendation of the Commission and approval by City Council upon a showing of extraordinary circumstances relating to building size, condition, architectural details, or other unique condition compared to similar Louisville properties. Any grant exceeding the above limitations shall be conditioned on the applicant matching at least one hundred percent (100%) of the amount of the grant with expenditures or an equivalent value of approved in-kind services that are integral to the project that is deemed eligible for a grant from the HPF.
- d. Upon a showing of good cause, the above timeline may be extended with approval of a subcommittee of the Historic Preservation Commission consisting of a designated staff person and two randomly selected members of the Commission. If the request for timeline extension is not approved unanimously, the request will be forwarded to the full Commission for consideration at a public meeting.
- e. Any time extensions due to extraordinary circumstances that exceed the 36 month cap for grant applications or the 60 month cap for reimbursement requests may require an update to the existing Historic Structure Assessment described in Section 1 if the necessary work has changed in that time period or if the applicants are proposing work not identified in the Historic Structure Assessment. If deemed necessary, this update will be completed at the expense of the applicant.

- f. Owners of properties landmarked prior to enactment of this resolution shall have access to the grant funds available through the resolutions in effect at the time of landmarking approval. Such owners may also apply for additional grants through the extraordinary circumstances process described above.
- g. The Commission will review all grant applications and make recommendations to the City Council for approval or disapproval. The City Council may approve, deny, or return a proposal to the Commission for further information.
- i. Grants may be given in installments upon the satisfactory completion of portions of the project, or given in total upon the satisfactory completion of the project. Conditions for the satisfactory completion of the project shall be given when the grant is awarded. Grants may be revoked if the conditions are not met. Grants given prior to the beginning of a project may be given only in suitable situations, as recommended by the Commission and approved by City Council, including approval by not less than five members of City Council for grants outside Old Town Louisville.
- h. An applicant may request that the value of stabilization, restoration or preservation work completed on the structure prior to landmarking be considered as a credit against the matching requirement of this Section. Credit for such previously completed work is at the discretion of the City Council. Credit may only be considered under the following circumstances.
 - i. Only work completed within five years prior to the effective date of landmarking may be considered for potential credit against the matching requirement.
 - ii. The work previously performed was for stabilization, restoration, or preservation of the historic structure. No landscaping or site work may be considered for potential credit against the matching requirement. No interior work, except for structural work, sensitive upgrading of mechanical, electrical, and plumbing systems, and other code-required work to make the property functional, may be considered for potential credit against the matching requirement.
 - iii. Consideration for credit against the matching requirement may only be given to costs of previously completed work which is documented by paid receipts or invoices. The applicant shall provide the City with complete copies of all such receipts or invoices together with proof of payment, and shall also provide any available supporting documentation upon City request. The request for consideration of previously completed work shall also be accompanied by applicant's written certification that the work for which credit is requested was completed and the costs thereof were incurred and paid, and that the information in such request is true and accurate to the best of applicant's knowledge and belief. The value of in-kind services completed by the applicant shall not be considered.
 - iv. The amount of credit given for any previously completed work shall be determined by the City Council with input from the Commission, considering such factors as the nature, extent and useful life of the work, the time it was completed, the appreciated or depreciated value of the work, and such other factors as determined relevant.

Section 13. Incentive grants to encourage conservation easements on properties which contribute to the character, historical or architectural merit in Downtown Louisville and which are not eligible to be landmarked.

- a. For a period of 18 months from when a property is designated by the City Council as a structure of merit, the owner of the property shall be eligible for a grant from the HPF in the amount of up to \$50,000. These grants are available for:
 1. Preserving, rehabilitating, restoring or protecting the property
 - i. **Preservation** is the act or process of applying measures necessary to sustain the existing form, integrity, and materials of an historic property as they now exist. Approved work focuses upon the repair of exterior historic materials and features rather than extensive replacement and new construction.
 - ii. **Rehabilitation** is the act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features which convey its historical, cultural, or architectural values. Rehabilitation acknowledges the need to alter or add to a historic property to meet continuing or changing uses while retaining the property's historic character. The limited and sensitive upgrading of mechanical, electrical, and plumbing systems and other code-required work to make properties functional is appropriate.
 - iii. **Restoration** is the act or process of accurately depicting the form, features, and character of a property as it appeared at a particular period of time. Approved work focuses on exterior work and includes the removal of features from other periods in its history and reconstruction of missing features from the restoration period.
 - ii. Offsetting costs of preserving the structural merit of a building that is being expanded pursuant to Sections 17.16.280 and 17.28.050 of the Louisville Municipal Code.
- b. Grant funding may only be expended for the activities listed in this section for those portions of a property designated to be a structure of merit.

Section 14. Creation of a Revolving Loan Program.

- a. There is hereby established within the HPF a revolving loan fund program, utilizing funds from the HPF as supplemented by private and public donations and grants, interfund loans, and any other appropriate sources of funds, all as from year-to-year appropriated for such purposes.
- b. The historic preservation revolving loan program shall be used to provide low-interest loans for the purposes of preservation, restoration, rehabilitation and protection of properties which are landmarked pursuant to Chapter 15.36 of the Louisville Municipal Code or subject to a conservation easement to preserve the character of historic Louisville.

- c. The City Manager is authorized to issue requests for proposals and enter into contracts for entities to administer the loans from this program.
- d. City staff and the Commission shall develop applications, informational brochures and other materials necessary to develop and administer the revolving loan program. The City Manager is authorized to adopt written rules for the administration of the loan program, the provisions of which shall be consistent with Ballot Issues 2A, 2D and 2F and City ordinances and resolutions.

Section 15. Loans from the Revolving Loan Fund.

Loan requests applications shall be submitted to City staff and shall be reviewed by the Commission at a public meeting. The Commission shall provide its recommendation on the application before final action is taken by City Council. Final action on loans awarded to property outside historic Old Town Louisville shall be approved by not less than five Council Members.

Loan requests applications may be submitted and considered in conjunction with grants from the Historic Preservation Fund, respecting the grant limitations established herein. The Commission may recommend a mixture of loans and grants from the HPF even if the applicant requested only one type of assistance, and also may recommend one type of assistance where a mixture is requested. City Council may also decide to approve any one or a mixture of loans and grants regardless of the number or types of assistance requested in the request application. A mixture of loans and grants awarded to property outside historic Old Town Louisville shall be approved by not less than five Council Members.

Loans shall be in an amount of at least \$2,500. There is no specific loan limit established in this Resolution, but the Commission and City Council shall consider the following in setting an amount:

- a. Current amount of funds in the HPF and the needs of other projects,
- b. The necessity of the work to be performed for the preservation or rehabilitation of the structure and how the proposed work fits into the overall preservation plan for the structure;
- c. The availability of other funding sources.

Interest rates shall be equal to 2% below the Wall Street Journal Prime Rate as reported on the date of city acceptance of a complete application, not to go below 1%. The interest rate may be increased or decreased by City Council at the time of initial approval upon a showing of extraordinary circumstances. Any fees for loan processing shall also be established at the time of the award. The loan repayment schedule shall also be established at the time of the award, provided, however, that all loans shall include a due-on-sale clause providing that any outstanding balance on the loan shall be paid in full upon sale or transfer of the property.

In connection with the processing of loan requests, the City may require such information as is reasonably necessary to determine the state of title to and encumbrances upon the subject property, the creditworthiness of the proposed borrower(s), and other matters relevant to loan

award and repayment criteria. The City or loan program administrator may require applicants provide written consents to obtain such information.

Receipt of any loans, grants or other incentives shall require that the structure be landmarked pursuant to Chapter 15.36 of the Louisville Municipal Code, or if not eligible for landmarking, that the owner grant the City a conservation easement to preserve the outside appearance of the structure or other historic attributes of the structure or site.

Loan funds may not be used for interior improvements other than for protection, stabilization, or code-required work.

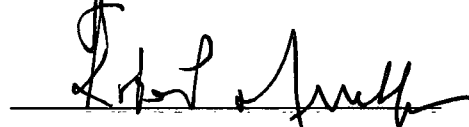
Loans may be approved under any of the following categories.

- a. **Preservation.** the act or process of applying measures necessary to sustain the existing form, integrity, and materials of an historic property as they now exist. Approved work focuses upon the repair of exterior historic materials and features rather than extensive replacement and new construction.
- b. **Rehabilitation.** the act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features which convey its historical, cultural, or architectural values. Rehabilitation acknowledges the need to alter or add to a historic property to meet continuing or changing uses while retaining the property's historic character. The limited and sensitive upgrading of mechanical, electrical, and plumbing systems and other code-required work to make properties functional is appropriate.
- c. **Restoration.** the act or process of accurately depicting the form, features, and character of a property as it appeared at a particular period of time. Approved work focuses on exterior work and includes the removal of features from other periods in its history and reconstruction of missing features from the restoration period.

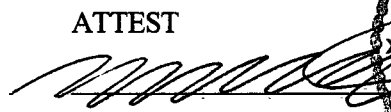
Section 16. Repeal and Reenactment; Effective Date.

As of May 21, 2019, Resolutions No. 20, Series 2009, No. 20, Series 2010, No. 2, 2012, No. 2, 2014, No. 4, 2014, and No. 21, 2016 are hereby repealed and reenacted by this Resolution No. 17, Series 2019. Resolutions No. 20, Series 2009, No. 20, Series 2010, No. 2, 2012, No. 2, 2014, No. 4, 2014, and No. 21, 2016 are still in effect for any incentives approved or any final actions taken prior to May 21, 2019.

PASSED AND ADOPTED this 21st day of May, 2019


Robert P. Muckle, Mayor

ATTEST


Meredyth Muth, City Clerk



MEMORANDUM

To: Historic Preservation Commission Members

From: Community Development Department

Subject: 2025 Meeting Dates

Date: February 24, 20205

Regular meetings are held at 6:30 p.m. on the 3rd Monday of every month, in Council Chambers, 2nd floor of City Hall (749 Main Street) with hybrid participation options for the public. Meetings are typically only held when there are agenda items.

Remaining regular meeting dates for 2025 are as follows

Month	Date
March	17
April	21
May	19
June	16
July	21
August	18
September	15
October	20
November	17
December	15

No action is required on this item.



Open Government & Ethics Pamphlet 2025

This pamphlet is prepared pursuant to the Home Rule Charter of the City of Louisville.

This is a compilation of Articles 4 and 5 of the Charter of the City of Louisville and is available at all times in the City Clerk's Office, 749 Main Street, Louisville, Colorado, and on the City's web site at www.LouisvilleCO.gov. This pamphlet is also provided to every member of a public body at that body's first meeting each year.



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Citizen Participation in Government

The City of Louisville encourages citizen involvement and participation in its public policy process. There are many opportunities for citizens to be informed about and participate in City activities and decisions. All meetings of City Council, and of appointed Boards and Commissions, are open to the public and include an opportunity for public comments. No action or substantive discussion on an item may take place unless that item has been specifically listed as an agenda item for a regular or special meeting. Some opportunities for you to participate include:

Reading and inquiring about City Council activities and agenda items, and attending and speaking on topics of interest at public meetings

City Council Meetings:

- Regular meetings are generally held the first and third Tuesdays of each month at 6:00 PM in the City Council Chambers, located on the second floor of City Hall, 749 Main Street;
- Study sessions are generally held the second and fourth Tuesdays of each month at 6:00 PM in the Library Meeting Room, located on the first floor of the Library, 951 Spruce Street;
- Regular meetings include a remote participation option via Zoom, are broadcast live on Comcast Channel 8, and are available on demand on the City's website;
- Special meetings may be held occasionally on specific topics. Agendas are posted a minimum of 48 hours prior to the meeting.

Meeting Agendas for City Council meetings, other than special meetings, are posted a minimum of 72 hours prior to the meeting at the following locations:

- City Hall, 749 Main Street
- Police Department/Municipal Court, 992 West Via Appia
- Recreation/Senior Center, 900 West Via Appia
- Louisville Public Library, 951 Spruce Street
- City website at www.LouisvilleCO.gov

Meeting packets with all agenda-related materials for regular meetings are available 72 hours prior to each meeting and may be found at these locations:

- Louisville Public Library Reference Area,
- 951 Spruce Street,
- City Clerk's Office, City Hall, 749 Main Street,
- City website at www.LouisvilleCO.gov

You may receive eNotifications of City Council news as well as meeting agendas and summaries of City Council actions by registering for eNotifications on the City's web site at www.LouisvilleCO.gov. Meeting minutes of all regular and special meetings are available in the City Clerk's office and on the City's website (www.LouisvilleCO.gov) once they are approved.

Information about City activities and projects, as well as City Council decisions, is included in the quarterly *Lantern* newsletter, mailed to all City residents and businesses. Information is also often included in the monthly eNewsletter.

Communicating Directly with the Mayor and City Council Members

Contact information for the Mayor and City Councilmembers is available at www.LouisvilleCO.gov, as well as at City Hall, the Louisville Public Library, and the Recreation/Senior Center. You may email the Mayor and City Council as a group at Council@LouisvilleCO.gov.

Mayor's Town Meetings and City Council Ward Meetings are scheduled periodically. These are informal meetings at which all residents, points of view, and issues are welcome. These meetings are advertised at City facilities and on the City's website (www.LouisvilleCO.gov).

Mayor and City Council Elections

City Council members are elected from three Wards within the City and serve staggered four-year terms. There are two Council representatives from each ward. The mayor is elected at-large and serves a four-year term. City Council elections are held in November of odd-numbered years. For information about City elections, including running for City Council, please contact the City Clerk's Office, at ClerksOffice@LouisvilleCO.gov or 303.335.4536.

Serving as an Appointed Member on a City Board or Commission

The City Council makes Board and Commission appointments annually. Some of the City's Boards and Commissions are advisory, others have some decision-making powers. The City Council refers questions and issues to these appointed officials for input and advice. (Please note the Youth Advisory Board has a separate appointment process.)

The City's Boards and Commissions are:

- Board of Adjustment
- Building Code Board of Appeals
- Cultural Advisory Board
- Historic Preservation Commission
- Historical Museum Advisory Board
- Library Board of Trustees
- Local Licensing Authority
- Open Space Advisory Board
- Parks & Public Landscaping Advisory Board
- Planning Commission
- Recreation Advisory Board
- Revitalization Commission
- Sustainability Advisory Board
- Youth Advisory Board

Board information, meeting agendas, and schedules are available on the City's website (www.LouisvilleCO.gov). Agendas for all Board and Commission meetings are posted a minimum of 72 hours prior to each meeting at these locations:

- City Hall, 749 Main Street
- Police Department/Municipal Court, 992 West Via Appia
- Recreation/Senior Center, 900 West Via Appia
- Louisville Public Library, 951 Spruce Street
- City web site at www.LouisvilleCO.gov

Copies of meeting packets containing agenda- related materials are available at least 72 hours prior to each meeting and may be found at the following locations:

- Louisville Public Library Reference Area, 951 Spruce Street;
- City Clerk's Office, City Hall, 749 Main Street
- City web site at www.LouisvilleCO.gov

Planning Commission

The Planning Commission evaluates land use proposals against zoning laws and holds public hearings as outlined in City codes. Following a public hearing, the Commission makes a recommendation of approval or denial to the City Council for all land use proposals.

- Regular Planning Commission meetings are held at 6:30 PM on the second Thursday of each month.
- Overflow meetings are scheduled for 6:30 PM on the 4th Thursday of the month as needed.
- Study Sessions are held occasionally as needed.
- Regular meetings include a remote participation option via Zoom, are broadcast live on Comcast Channel 8, and are available on demand on the City's website.

Open Government Training

All City Council members and members of a permanent Board or Commission are required to participate in at least one City-sponsored open government-related seminar, workshop, or other training program at least once every two years.

Open Meetings

The City follows the Colorado Open Meetings Law ("Sunshine Law") as well as additional open meetings requirements found in the City's Home Rule Charter. These rules and practices apply to the City Council and appointed Boards and Commissions (referred to as a "public bodies" for ease of reference). Important open meetings rules and practices include the following:

Regular Meetings

All meetings of three or more members of a public body (or a quorum, whichever is fewer) are open to the public.

All meetings of public bodies must be held in public buildings and public facilities accessible to all members of the public. Meetings may be held electronically under specific circumstances.

All meetings must be preceded by proper notice. Agendas and agenda-related materials are posted at least 72 hours in advance of the meeting at the following locations:

- City Hall, 749 Main Street
- Police Department/Municipal Court, 992 West Via Appia
- Recreation/Senior Center, 900 West Via Appia
- Louisville Public Library, 951 Spruce Street
- On the City web site at www.LouisvilleCO.gov

Study Sessions

Study sessions are also open to the public however, study sessions have a limited purpose:

- Study sessions are to obtain information and discuss matters in a less formal atmosphere;
- No preliminary or final decision or action may be made or taken at any study session; further, full debate and deliberation of a matter is to be reserved for formal meetings. If a person believes in good faith that a study session is proceeding contrary to these limitations, they may submit a written objection. The presiding officer will then review the objection and determine how the study session should proceed.
- A written summary of each study session is prepared and is available on the City's website.

Executive Sessions

The City Charter also sets out specific procedures and limitations on the use of executive sessions. These rules, found in Article 5 of the Charter, are intended to further the City policy that the activities of City government be conducted in public to the greatest extent feasible, in order to assure public participation and enhance public accountability. The City's rules regarding executive sessions include the following:

Timing and Procedures

The City Council and City Boards and Commissions may hold an executive session only at a regular or special meeting. No formal action of any type, and no informal or "straw" vote, may occur at any executive session. Rather, formal actions, such as the adoption of a proposed policy, position, rule or other action, may only occur in open session.

Prior to holding an executive session, there must be a public announcement of the request and the legal authority for convening in closed session. There must be a detailed and specific statement as to the topics to be discussed and the reasons for requesting the session.

The request must be approved by a supermajority (two-thirds of the full Council, Board, or Commission). Prior to voting on the request, the clerk reads a statement of the rules pertaining to executive sessions. Once in executive session, the limitations on the session must be discussed and the propriety of the session confirmed. If there are objections and/or concerns over the propriety of the session, those are to be resolved in open session.

Once the session is over, an announcement is made of any procedures that will follow from the session.

Executive sessions are recorded, with access to those tapes limited as provided by state law. Those state laws allow a judge to review the propriety of a session if in a court filing it is shown that there is a reasonable belief that the executive session went beyond its permitted scope. Executive session records are not available outside of a court proceeding.

Authorized Topics

For City Council, an executive session may be held only for discussion of the following topics:

- Matters where the information being discussed is required to be kept confidential by federal or state law;
- Certain personnel matters relating to employees directly appointed by the Council, and other personnel matters only upon request of the City Manager or Mayor for informational purposes only;
- Consideration of water rights and real property acquisitions and dispositions, but only as to appraisals and other value estimates and strategy for the acquisition or disposition; and
- Consultation with an attorney representing the City with respect to pending litigation. This includes cases that are actually filed as well as situations where the person requesting the executive session believes in good faith that a lawsuit may result, and allows for discussion of settlement strategies.

The City's Boards and Commissions may only hold an executive session for consultation with its attorney regarding pending litigation.

Ethics

Ethics are the foundation of good government. Louisville has adopted its own Code of Ethics, which is found in the City Charter and which applies to elected officials, public body members, and employees. The Louisville Code of Ethics applies in addition to any higher standards in state law. Louisville's position on ethics is perhaps best summarized in the following statement taken from the City Charter:

Those entrusted with positions in the City government must commit to adhering to the letter and spirit of the Code of Ethics. Only when the people are confident that those in positions of public responsibility are committed to high levels of ethical and moral conduct, will they have faith that their government is acting for the good of

the public. This faith in the motives of officers, public body members, and employees is critical for a harmonious and trusting relationship between the City government and the people it serves.

The City's Code of Ethics (Sections 5-6 through 5-17 of the Charter) is summarized in the following paragraphs. While the focus is to provide a general overview of the rules, it is important to note that all persons subject to the Code of Ethics must strive to follow both the letter and the spirit of the Code, so as to avoid not only actual violations, but public perceptions of violations. Indeed, perceptions of violations can have the same negative impact on public trust as actual violations.

Conflicts of Interest

One of the most common ethical rules visited in the local government arena is the "conflict of interest rule." While some technical aspects of the rule are discussed below, the general rule under the Code of Ethics is that if a Council, Board, or Commission member has an "interest" that will be affected by his or her "official action," then there is a conflict of interest and the member must:

- Disclose the conflict, on the record and with particularity;
- Not participate in the discussion;
- Leave the room; and
- Not attempt to influence others.

An "interest" is a pecuniary, property, or commercial benefit, or any other benefit the primary significance of which is economic gain or the avoidance of economic loss. However, an "interest" does not include any matter conferring similar benefits on all property or persons similarly situated. (Therefore, a City Council member is not prohibited from voting on a sales tax increase or decrease if the member's only interest is that he or she, like other residents, will be subject to the higher or lower tax.) Additionally, an "interest" does not include a stock interest of less than one percent of the company's outstanding shares.

The Code of Ethics extends the concept of prohibited interest to persons or entities with whom the member is associated. In particular, an interest of the following persons and entities is also an interest of the member: relatives (including persons related by blood or marriage to certain degrees, and others); a business in which the member is an officer, director, employee, partner, principal, member, or owner; and a business in which member owns more than one percent of outstanding shares.

The concept of an interest in a business applies to profit and nonprofit corporations, and applies in situations in which the official action would affect a business competitor. Additionally, an interest is deemed to continue for one year after the interest has ceased. Finally, "official action" for purposes of the conflict of interest rule, includes not only legislative actions, but also administrative actions and "quasi-judicial" proceedings where the entity is acting like a judge in applying rules to the specific rights of individuals (such as a variance request or liquor license). Thus, the conflict rules apply essentially to all types of actions a member may take.

Conflicts

In addition to its purchasing policies and other rules intended to secure contracts that are in the best interest of the City, the Code of Ethics prohibits various actions regarding contracts. For example, no public body member who has decision-making authority or influence over a City contract can have an interest in the contract, unless the member has complied with the disclosure and recusal rules. Further, members are not to appear before the City on behalf of other entities that hold a City contract, nor are they to solicit or accept employment from a contracting entity if it is related to the member's action on a contract with that entity.

Gifts and Nepotism

The Code of Ethics, as well as state law, regulates the receipt of gifts. City officials and employees may not solicit or accept a present or future gift, favor, discount, service or other thing of value from a party to a City

contract, or from a person seeking to influence an official action. There is an exception for the "occasional nonpecuniary gift" of \$15 or less, but this exception does not apply if the gift, no matter how small, may be associated with the official's or employee's official action, whether concerning a contract or some other matter. The gift ban also extends to independent contractors who may exercise official actions on behalf of the City.

The Code of Ethics also prohibits common forms of nepotism. For example, no officer, public body member, or employee shall be responsible for employment matters concerning a relative. Nor can they influence compensation paid to a relative, and a relative of a current officer, public body member or employee cannot be hired unless certain personnel rules are followed.

Other Ethics Rules of Interest

Like state law, Louisville's Code of Ethics prohibits the use of non-public information for personal or private gain. It also prohibits acts of advantage or favoritism and, in that regard, prohibits special considerations, use of employee time for personal or private reasons, and use of City vehicles or equipment, except in same manner as available to any other person (or in manner that will substantially benefit City). The City also has a "revolving door" rule that prohibits elected officials from becoming City employees either during their time in office or for two years after leaving office. These and other rules of conduct are found in Section 5-9 of the Code of Ethics.

Disclosure, Enforcement, and Advisory Opinions

The Code of Ethics requires that those holding or running for City Council file a financial disclosure statement with the City Clerk. The statement must include, among other information, the person's employer and occupation, sources of income, and a list of business and property holdings.

The Code of Ethics provides fair and certain procedures for its enforcement. Complaints of violations may be filed with the City prosecutor; the complaint must be a detailed written and verified statement. If the complaint is against an elected or appointed official, it is forwarded to an independent judge who appoints a special, independent prosecutor for purposes of investigation and appropriate action. If against an employee, the City prosecutor will investigate the complaint and take appropriate action. In all cases, the person who is subject to the complaint is given the opportunity to provide information concerning the complaint.

Finally, the Code allows persons who are subject to the Code to request an advisory opinion if they are uncertain as to applicability of the Code to a particular situation, or as to the definition of terms used in the Code. Such requests are handled by an advisory judge, selected from a panel of independent, disinterested judges who have agreed to provide their services. This device allows persons who are subject to the Code to resolve uncertainty before acting, so that a proper course of conduct may be identified. Any person who requests and acts in accordance with an advisory opinion issued by an advisory judge is not subject to City penalty, unless material facts were omitted or misstated in the request. Advisory opinions are posted for public inspection; the advisory judge may order a delay in posting if the judge determines the delay is in the City's best interest.

Citizens are encouraged to contact the City Clerk's Office with any questions about the City's Code of Ethics or to request a copy. A copy of the Code is also available at the City's website (www.LouisvilleCO.gov).

Other Laws on Citizen Participation in Government

Preceding sections of this pamphlet describe Louisville's practices intended to further citizen participation in government. Those practices are intended to further dissemination of information and participation in the governing process. Some other laws of interest regarding citizen participation include:

Initiative and Referendum

The right to petition for municipal legislation is reserved to the citizens by the Colorado Constitution and the City Charter. An initiative is a petition for legislation brought directly by the citizens; a referendum is a petition

brought by the citizens to refer to the voters a piece of legislation that has been approved by the City Council. In addition to these two petitioning procedures, the City Council may refer matters directly to the voters in the absence of any petition. Initiative and referendum petitions must concern municipal legislation—as opposed to administrative or other non-legislative matters. By law the City Clerk is the official responsible for many of the activities related to a petition process, such as approval of the petition forms, review of the signed petitions, and consideration of protests and other matters. There are minimum signature requirements for petitions to be moved to the ballot; in Louisville, an initiative petition must be signed by at least five percent of the total number of registered electors. A referendum petition must be signed by at least two and one-half percent of the registered electors.

Public Hearings

In addition to the opportunity afforded at each regular City Council meeting to comment on items not on the agenda, most City Council actions provide opportunity for public comment through a public hearing process. For example, the City Charter provides that a public hearing shall be held on every ordinance before its adoption. This includes opportunities for public comment prior to initial City Council discussion of the ordinance, as well as after Council's initial discussion but before action. Many actions of the City are required to be taken by ordinance, and thus this device allows for citizen public hearing comments on matters ranging from zoning ordinances to ordinances establishing offenses that are subject to enforcement through the municipal court.

Additionally, federal, state, and/or local law requires a public hearing on a number of matters irrespective of whether an ordinance is involved. For example, a public hearing is held on the City budget, the City Comprehensive Plan and similar plans, and a variety of site-specific or person-specific activities, such as annexations of land into the city, rezonings, special use permits, variances, and new liquor licenses. Anyone may provide comments during these hearings.

Public Records

Access to public records is an important aspect of citizen participation in government. Louisville follows the Colorado Open Records Act (CORA) and the additional public records provisions in the City Charter. In particular, the Charter promotes the liberal construction of public records law, so as to promote the prompt disclosure of City records to citizens at no cost or no greater cost than the actual costs to the City.

The City Clerk is the custodian of the City's public records, except for police records which are handled by the Police Department. The City maintains a public policy on access to public records, which includes a records request form, a statement of fees, and other guidelines. No fee is charged for the inspection of records or for locating or making records available for copying, except in cases of voluminous requests or dated records, or when the time spent in locating records exceeds two hours. No fees are charged for the first 25 copies requested or for electronic records.

Many records, particularly those related to agenda items for City Council and current Board and Commission meetings, are available directly on the City's website (www.LouisvilleCO.gov). In addition to posting agenda-related material, the City maintains a communication file (email) for the City Council which is available on the City's website (www.LouisvilleCO.gov).

CORA lists the categories of public records that are not generally open to public inspection. These include, for example, certain personnel records and information, financial and other information about users of City facilities, privileged information, medical records, letters of reference, and other items listed in detail in CORA. When public records are not made available, the custodian will specifically advise the requestor of the reason.

Citizens are encouraged to review the City's website (www.LouisvilleCo.gov) for information, and to contact the City with any questions regarding City records.

Public Involvement Policy

Public participation is an essential element of the City's representative form of government. To promote effective public participation City officials, advisory board members, staff and participants should all observe the following guiding principles, roles and responsibilities:

Guiding Principles for Public Involvement

Inclusive not Exclusive - Everyone's participation is welcome. Anyone with a known interest in the issue will be identified, invited and encouraged to be involved early in the process.

- *Voluntary Participation* - The process will seek the support of those participants willing to invest the time necessary to make it work.
- *Purpose Driven* - The process will be clearly linked to when and how decisions are made. These links will be communicated to participants.
- *Time, Financial and Legal Constraints* - The process will operate within an appropriate time frame and budget and observe existing legal and regulatory requirements.
- *Communication* - The process and its progress will be communicated to participants and the community at-large using appropriate methods and technologies.
- *Adaptability* - The process will be adaptable so that the level of public involvement is reflective of the magnitude of the issue and the needs of the participants.
- *Access to Information* - The process will provide participants with timely access to all relevant information in an understandable and user-friendly way. Education and training requirements will be considered.
- *Access to Decision Making* - The process will give participants the opportunity to influence decision making.
- *Respect for Diverse Interests* - The process will foster respect for the diverse values, interests and knowledge of those involved.
- *Accountability* - The process will reflect that participants are accountable to both their constituents and to the success of the process.
- *Evaluation* - The success and results of the process will be measured and evaluated.

Roles and Responsibilities - City Council

City Council is ultimately responsible to all the citizens of Louisville and must weigh each of its decisions accordingly. Councilors are responsible to their local constituents under the ward system; however they must carefully consider the concerns expressed by all parties. Council must ultimately meet the needs of the entire community—including current and future generations—and act in the best interests of the City as a whole.

During its review and decision-making process, Council has an obligation to recognize the efforts and activities that have preceded its deliberations. Council should have regard for the public involvement processes that have been completed in support or opposition of projects.

Roles and Responsibilities - City Staff and Advisory Boards

The City should be designed and run to meet the needs and priorities of its citizens. Staff and advisory boards must ensure the Guiding Principles direct their work. In addition to the Guiding Principles, staff and advisory boards are responsible for:

- ensuring that decisions and recommendations reflect the needs and desires of the community as a whole;
- pursuing public involvement with a positive spirit because it helps clarify those needs and desires and also adds value to projects;
- fostering long-term relationships based on respect and trust in all public involvement activities;

- encouraging positive working partnerships;
- ensuring that no participant or group is marginalized or ignored;
- drawing out the silent majority, the voiceless and the disempowered; and being familiar with a variety of public involvement techniques and the strengths and weaknesses of various approaches.

All Participants

The public is also accountable for the public involvement process and for the results it produces. All parties (including Council, advisory boards, staff, proponents, opponents and the public) are responsible for:

- working within the process in a cooperative and civil manner;
- focusing on real issues and not on furthering personal agendas;
- balancing personal concerns with the needs of the community as a whole;
- having realistic expectations;
- participating openly, honestly and constructively,
- offering ideas, suggestions and alternatives;
- listening carefully and actively considering everyone's perspectives;
- identifying their concerns and issues early in the process;
- providing their names and contact information if they want direct feedback;
- remembering that no single voice is more important than all others, and that there are diverse opinions to be considered;
- making every effort to work within the project schedule and if this is not possible, discussing this with the proponent without delay;
- recognizing that process schedules may be constrained by external factors such as limited funding, broader project schedules or legislative requirements;
- accepting some responsibility for keeping themselves aware of current issues, making others aware of project activities and soliciting their involvement and input; and
- considering that the quality of the outcome and how that outcome is achieved are both important.

Updated December 2024