



Historic Preservation Commission Remote Meeting Instructions for February 1, 2021 Meeting

In order to comply with all health orders and State guidelines to stop the spread of the COVID-19 Coronavirus, **no physical location, including the City Council Chambers, will be set up for viewing or participating in this meeting.**

You can view the Historic Preservation Commission meeting by following the instructions below to watch the **YouTube** live stream. By utilizing this option to view the meeting, you will not be able to provide live input during the meeting. To provide live input, see the “Real Time” instructions near the bottom of this page.

View on YouTube

- From your laptop or computer, click the following link or enter it manually into your web browser: (www.youtube.com/CityofGreeley). This will take you to the City of Greeley’s YouTube channel where you will be able to view the meeting

Citizen input and public comment for items appearing on this agenda as public hearing / quasi-judicial are valuable and welcome

There are several options for those who are interested in participating and sharing public comments:

E-mail – Submit to cd_admin_team@greeleygov.com

All comments submitted by e-mail will be read into the record at the appropriate points during the meeting in real time. Comments can be submitted up to and throughout the meeting.

Traditional Mail – Address to Historic Preservation Commission, 1100 10th Street, Greeley, CO 80631

All written comments must be received no later than the day of the meeting. Written comments received by mail will also be read into the record in real time.

Real Time – Click the link below to register for the webinar. After registering, you will receive an email with instructions for joining the meeting. **During the meeting, use the Q&A feature at the bottom of the screen. You will be called upon to speak at the appropriate time.**

<https://greeleygov.zoom.us/j/87103955076>

Please visit the Historic Preservation web page at <https://greeleygov.com/government/b-c/boards-and-commissions/historic-preservation> to view and download the contents of the agenda packet. You are also welcome to call the Historic Preservation office at 970-350-9780 with any special needs or questions that you may have.



HISTORIC PRESERVATION COMMISSION Agenda

**February 1, 2021
4:00 p.m.**

- I. Call to Order and Roll Call**
- II. Approval of Minutes for meeting held on December 7, 2020**
- III. Public Input**
- IV. Meeting Date/Time/Location Designation for 2021**
- V. Designation of Location for Posting Hearing Agendas**
- VI. Review of Building Permit Fee Refund Application**
 - Case Number: HPFI2020-0002
 - Applicant: Quin Abbot, C&C Constructors
 - Project Address: 820 9th Street
 - Case Planner: Betsy Kellums, Planner III – Historic Preservation
- VII. Public hearing to consider Certificate of Approval for exterior alterations**
 - Case Number: HPDR2021-0002
 - Applicant: Heather Bean, on behalf of Syntax Property, LLC
 - Project Name: Greeley Elevator Building/Syntax Distillery Alterations
 - Project Address: 700 6th Street
 - Case Planner: Betsy Kellums, Planner III – Historic Preservation
- VIII. CLG Education Scholarship Reports - National Preservation Institute Seminars & PlaceEconomics Webinars**
- IX. Commission Member Reports**
- X. Staff Report**
- XI. Adjournment**

Please visit www.greeleygov.com for more information about City responses to protect public and employee health and safety

HISTORIC PRESERVATION HEARINGS:

Hearings are held on the 1st and 3rd Mondays of the month at 4:00 p.m.. Agendas are posted on the Historic Preservation web page at <http://greeleygov.com/government/b-c/boards-and-commissions/historic-preservation>

February 15, 2021 – cancelled/holiday
March 1, 2021
March 15, 2021
April 5, 2021
April 19, 2021

May 3, 2021
May 17, 2021
June 5, 2021
June 19, 2021
July 5, 2019 – cancelled/holiday

Historic Preservation Public Hearing Procedure

Public Hearing to...

1. Chair introduce public hearing item
2. Historic Preservation Staff report
3. Applicant Presentation
4. Commission questions
5. Chair opens public hearing
6. Chair closes public hearing
7. Applicant rebuttal
8. Commission discussion and vote



HISTORIC PRESERVATION COMMISSION Proceedings

**December 7, 2020
4:00 p.m.**

(Zoom Webinar and viewable on City of Greeley YouTube)

I. Call to Order and Roll Call

Chair Brunswig called the meeting to order at 4:00 p.m. Commissioners Azari, DePetro, and Podell were present. (Commissioners Gifford, Sattler and McLean were absent.)

(Commissioner Sattler joined the meeting at 4:02 p.m.)

II. Approval of Minutes for the meeting held on November 16, 2020

Chair Brunswig noted a minor correction on section 9 line 2 of the packet to be changed from architected to architecture. He also requested that on section 10 line 4 the word "for" be stricken. With those corrections, Commissioner Podell moved to approve the amended minutes dated November 16, 2020. Commissioner Azari seconded the motion. The motion carried 5-0. (Commissioners Gifford and McLean were absent.)

III. Public Input

Julia Richard, on behalf of Historic Greeley Inc., presented with comments about moving forward with the Survey Plan. Ms. Richard thanked Margaret Thompson for her time served on Historic Preservation Commission. She expressed her interest about the webinar *24 Reasons Historic Preservation is Good for Your Community*.

(Commissioners Gifford and McLean joined at 4:06 p.m.)

IV. Resolution Commending Margaret Thompson for Her Service on the City of Greeley Historic Preservation Commission

Chair Brunswig presented the resolution for Margaret Thompson and thanked her on behalf of the Historic Preservation Commission for her service. Staff and Commissioners also thanked Ms. Thompson. Ms. Thompson expressed her gratitude towards staff and thanked Commissioners for their support during her service.

V. PlaceEconomics Webinar: 24 Reasons Historic Preservation is Good for Your Community

Elizabeth Kellums addressed the Commission and introduced the webinar speaker Donovan Rypkema. Ms. Kellums shared some background about Mr. Rypkema and his knowledge about historic preservation and economics and his firm PlaceEconomics. She started the previously recorded webinar, *Twenty-Four Reasons Historic Preservation is Good for Your Community*.

Commissioners went into discussion about the webinar presented. Commissioner Brunswig commented about the benefits and quality of life. He spoke about how it related to Historic Preservation as a community. Commissioner Sattler questioned the period for the data collected about the studies made for each city spoken about during the presentation. Ms. Kellums encouraged Commissioners to reference the PlaceEconomics website with all the reports and studies they have completed. Commissioner Azari questioned if the City of Greeley held any data concerning any of the areas that the presentation addressed. Ms. Kellums said the City has not collected that data. She stated that we have resources if needed to access some data showing information about Greeley areas, such as Assessor data and census data. She shared about the Imagine Greeley Plan. Commissioner Brunswig commented about presentations during meeting where a variety of topics are discussed and brought forth for the Commissioners and public. Commissioner Azari asked about the survey on properties along 35th Ave. Ms. Kellums spoke about the survey plan project. Commissioner DePetro questioned about the walkability score and marketplaces in Greeley. No further discussion.

VI. Commission Member Reports

No member reports

VII. Staff Report

Ms. Kellums encouraged the Commissioners to attend the Colorado Preservation Saving Places Conference from February 10-12, 2021 online and recommended they look at the conference website. She asked the Commissioners to let her know if interested, as she will be applying for a scholarship to cover registration for as many as want to attend.

VIII. Adjournment

The meeting adjourned at 5:35 p.m.

Bob Brunswig, Chair

Elizabeth Kellums, Secretary

Community Development Department MEMORANDUM

TO: Historic Preservation Commission
RE: Meeting day, time and location designation
FROM: Elizabeth Kellums, Planner III – Historic Preservation
DATE: January 19, 2021

At the meeting on February 1, 2021, the Historic Preservation Commission needs to vote to designate the Commission meeting day, time and meeting location for 2021. Please see the recommended motion below.

Recommended Commission Motion:

Motion that the Historic Preservation Commission meetings during 2021 will be held on 1st and 3rd Mondays of the month at 4 p.m. virtually on Zoom until in-person meetings are determined safe and in compliance with COVID restrictions. In-person Historic Preservation Commission meetings will be held in the City Council Chambers in City Center South, 1001 11th Avenue, except in the event of cancellation due to holidays, attendance at conferences, and/or having no agenda items.



Memorandum

To: Historic Preservation Commission
From: Valerie Scheffer, Office Manager
Re: Designation of location for posting notices
Date: January 27, 2021

According to State Statute (C.R.S. 24-6-402(2)(c)(I) and C.R.S. 24-6-402(2)(c)(III)), the Historic Preservation Commission ("Commission") should designate its agenda posting site at the first meeting of the year. Additionally, the Commission should designate a back-up, physical location where agendas could be posted in the event of power/internet outage.

The City of Greeley website is designated as the primary posting location. The public lobby of City Hall is designated as the secondary, or back-up, location.

Proposed motion:

A motion to designate the City of Greeley's website, www.greeleygov.com, as the official posting site for meeting notices of the Historic Preservation Commission, and the public lobby of City Hall, located at 1000 10th St, as the backup location for such postings.

HISTORIC PRESERVATION COMMISSION SUMMARY

ITEM: Building Permit Fee Refund Application for Major Alteration

PROJECT: Exterior Alterations at 820 9th Street

CASE NUMBER: HPFI2020-0002

LOCATION: 820 9th Street

APPLICANT: C & C Contractors LLC

HISTORIC PRESERVATION COMMISSION MEETING DATE: February 1, 2021

HISTORIC PRESERVATION STAFF FUNCTION:

Review the application and make the final decision, as per 18.36.100 of the City of Greeley Municipal Code by approving or denying the request.

PROJECT OVERVIEW AND BACKGROUND:

The Historic Preservation Commission designated the Downtown Greeley Historic District on the Greeley Historic Register in November 2002. The building at 820 9th Street is a contributing building in the district.

In accordance with Section 18.36.100 of the Development Code and the Commission-established guidelines for the Building Permit Fee Refund program, staff recommends approval of the permit refund application for 820 9th Street for exterior and interior building rehabilitation, HPFI2020-0002.

The refund program guidelines provide for staff review and approval of minor building permit fee refund applications, including interior mechanical projects, and Commission review and approval of major building permit fee refund applications. This permit includes the interior rehabilitation of the building, as well as exterior alterations for which the Commission issued a Certificate of Approval for in April 2020.

The project was completed by early November 2020, with the exception of most of the approved plans for the north elevation. The building owner postponed the north elevation work due to budget constraints stemming from COVID-19 impacts. Per Section 18.36.140, the approved work has to be completed within 12 months of the Historic Preservation Commission approval date with the option of 2 six-month extensions as approved by the Community Development Director. Work on the north elevation not completed within these time parameters will require new approval through submittal of a new application to the Commission for review. The

building owner has indicated that she does not plan to request extensions, because it would likely be at least two years before work begins on the north elevation and she would submit for a new Certificate of Approval, in accordance with the Code requirements, at that time. The permit fees for BCX2001-0372, the current permit subject of the refund request, included the cost of the north elevation.

Permit applicant C & C Contractors, LLC submitted the permit refund application on December 14, 2020. The applicant obtained the Certificate of Occupancy on November 4, 2020. Staff determined the permit refund to require Commission review because the project constituted a major alteration.

Application details:

- Applicant requests a refund for the building permit application for exterior and interior alterations, permit #BCX2001-0372.
- Project permit fees totaled \$9,441.31. The refundable building portion of the permit fee was \$2,113.75, the sales tax portion was \$6,165.00, and the plan review fee was \$1,162.56
- C&C Contractors LLC submitted the application for the refund of the building permit fee in the amount of \$2,113.75 on December 14, 2020, within 60 days of project completion. The Building Inspection Office issued a Certificate of Occupancy approval on November 4, 2020.
- Due to the economic and financial impacts of business closures from COVID-19, the front façade alterations were not completed. The owner plans to complete that portion when the financial situation allows, likely not in the next two years. If the project is not completed within the Code-allowed time frame of one year from HPC approval of April 20, 2020 plus two six-month extensions, a new HPC approval will be required.

Section 18.36.100 provides for the refund of City building permit fees for interior and exterior restoration, preservation and rehabilitation.

Staff Recommendation

Approval

Commission Motion

Commission finds the project meets the building permit fee refund program guidelines and approves the application of C&C Contractors LLC for a refund of building permit fee on building permit #BRX2001-0372 for the exterior and interior alterations of 820 9th Street, based upon a) timeliness of the application; and, b) exterior and interior rehabilitation work that is eligible for a total refund of \$2,113.75.

Attachments:

Attachment A – Application for Building Permit Fee Refund for exterior rehabilitation, with copy of building permit receipt

Attachment B – HPC Certificate of Approval for Exterior Rehabilitation of 820 9th Street, April 2020

Attachment C – Building Permit Fee Refund Program Guidelines



Building Permit Fee Refund Application Historic Preservation

The **property owner and/or contractor who applied for the permit is eligible for a refund** of the building portion of permit fees. The applicant should submit the application in accordance with the Building Permit Fee Refund Policies adopted by the Historic Preservation Commission. Historic Preservation Staff will review and determine all applications unless review is required by the Historic Preservation Commission. Decisions will be based on the Secretary of the Interior's Standards and will be in accord with the definitions of restoration, preservation and rehabilitation as established by the Secretary of the Interior.

****The application must include a copy of the Permit Receipt from the City of Greeley Building Inspection Office (located at 1100 10th Street). The Permit Receipt shows the breakdown of permit fees, including the building portion of the fees (building valuation). The refund includes interior and exterior projects that comply with the refund policy.**

****Application for the refund must be made to the Historic Preservation Office within 60 calendar days after the final inspection and/or Certificate of Occupancy or Certificate of Completion is issued, whichever is earlier.**

Property Owner or Contractor Name: C²C Contractors, LLC

Property Owner or Contractor Address: 455 5 Ave
Greeley CO 80631

Phone: (W) _____ **(H)** _____ **(C)** 970-371-8574

E-mail address: quin@cccontractors-colorado.com

Building permit number: BCX2001-0372 **Site Address:** 820 9th Street

Final Inspection Date/Certificate of Completion or Occupancy Date: Nov 9, 2020

Total Permit Fee: \$ 9441.31

***Building Valuation Portion of Fee: \$** 2113.75

*Building Valuation portion of fee is the only portion of the fee eligible for the refund and excludes sales tax.

A fee refund based on the building permit portion of the project fees paid will be processed by the City of Greeley Finance Department following completion of the project and approval of the Building Inspection Division and the Historic Preservation Staff or Historic Preservation Commission.

Required attachment: Permit Fee Receipt from the Building Inspection office.

 12/14/20
Property Owner or Contractor Signature Date

City of Greeley Approvals:

Chief Building Official Date

Planner III – Historic Preservation (staff approvals) Date

Chair, Historic Preservation Commission (if required) Date

Return completed application with permit receipt attached to the Historic Preservation Office, 1100 10th Street, Ste 202, Greeley, CO 80631 for refund. The Planner III - Historic Preservation will process the application. Expect the refund to be mailed to the address on the application.



Cash Register Receipt

City of Greeley

Receipt Number
WEB9562

DESCRIPTION	ACCOUNT	QTY	PAID
PermitTRAK			\$8,278.75
BCX2001-0372 Address: 820 9TH ST APN: R2819586			\$8,278.75
BUILDING FEES			\$8,278.75
BASE BUILDING FEE ON JOB VALUE	0019091091000000 4221	0	\$2,113.75
SALES TAX	1060002002510000 4137	0	\$6,165.00
TOTAL FEES PAID BY RECEIPT: WEB9562			\$8,278.75

Date Paid: Monday, June 22, 2020

Paid By: C & C CONTRACTORS LLC

Cashier: ECON

Pay Method: CREDIT 055380

820 LTD
Ashley Fusco
820 9th St.
Greeley, Co 80631

December 17th, 2020

Re: Building Permit Refund - Permit #BCX2001-0372

To Whom It May Concern:

The originally planned scope of work for the property located at 820 9th Street, Greeley, Colorado had to change due to budget restrictions. Our originally budgeted amount in January of 2020 was changed from the financing bank when work went into effect in May 2020. This was all as a result of the COVID-19 pandemic.

After consulting my general contractor (C&C Contractors LLC) we changed the scope of work to fit the new budget amount. These changes omitted almost all the work on the front face of the building, and cut some of the windows that were to be replaced on the South face. I hope to get these parts of the project completed within the next 3-5 years.

I have been working with Elizabeth Kellums to get the permit fee refund that is available for properties on the Historic Registry, and I have also mailed a PROJECT COST RECONCILIATION WORKSHEET that was provided by my contractor. Please contact me if you need any further info from me.

Thank you,

Ashley Fusco, Partner

820 LTD
970-590-5133
ashleyrstreet@icloud.com

CERTIFICATE OF COMPLETION
CITY OF GREELEY, COLORADO
BUILDING INSPECTION DIVISION

DATE OF FINAL APPROVAL:

PERMIT NO: BCX2001-0372

PROPERTY ADDRESS: 820 9TH ST, GREELEY CO 80631

PROJECT: TENANT FINISH FOR SIGN SHOP AND AX THROWING BAR

TO:

C & C CONTRACTORS LLC
455 5TH AVENUE
GREELEY, CO 80631

**COMPLIES WITH APPLICABLE PROVISIONS OF THE 2018
INTERNATIONAL BUILDING CODE**

TORI TOMASINO

BUILDING OFFICIAL

IMPORTANT NOTICE:

A City of Greeley Building permit has been issued to you for a construction project. At the time the permit was issued, an amount of Greeley city sales tax was paid, pursuant to Section 4.04.255 of the Greeley Municipal Code. This amount does not necessarily represent the correct city sales tax. You must file this reconciliation within 45 days of the closing of the permit, or the issuance of a Certificate of Occupancy by the Building Inspection Division. Failure to timely file this reconciliation and pay any balance due will result in penalty and interest charges. Please use the Project Cost Reconciliation Form on the back of this sheet to reconcile to the actual amount of sales, and compute any balance due.

The Greeley sales tax is due on the total actual cost of all building materials used in the project, including all change orders and upgrades. Please note that all construction projects are subject to audit at any time within three years of completion. Any liability for additional taxes resulting from an audit will subject to interest and penalty charges.

CITY OF GREELEY
FINANCE DEPARTMENT-SALES AND USE TAX
1100 10TH STREET, GREELEY CO 80631
PROJECT COST RECONCILIATION WORKSHEET

CONTRACTOR'S NAME: C & C CONTRACTORS LLC

PERMIT NO: BCX2001-0372

CONTRACTOR'S ADDRESS: 455 5TH AVENUE, GREELEY CO 80631

PROJECT LOCATION: 820 9TH ST, GREELEY CO 80631

PROJECT DESCRIPTION: Tenant finish for sign shop and AX THROWING BAR

PROJECT FINALIZATION:

WORKSHEET:

1. Total Cost of Materials:	\$ _____
2. Sales Tax Due (Line 1 X .0411):	\$ _____
3. Sales Tax Paid on Building Permit:	\$ 6,165.00
4. Difference (Line 2 Minus Line 3)*:	\$ _____

* If there is a balance due, the additional tax must be remitted within 45 days from the date this form was received by you.

If a refund is due, a completed Claim for Refund form, a detailed spreadsheet, copies of all invoices pertaining to the project, a copy of the building permit, and any other supporting documentation must be submitted to the Sales Tax Supervisor at the City of Greeley.

If a refund is requested, all documents must be reviewed and approved by the Finance Director or Sales Tax Supervisor before a refund will be issued.

All projects are subject to audit by the City of Greeley within three years of completion.

Signature of Taxpayer: _____ Date: _____

Title of Taxpayer: _____

Please mail this with any additional sales tax due to:

City of Greeley Finance Department

1000 10th Street, Greeley, CO 80631

If you have questions, please contact the Sales Tax Department at 970-350-9733 or greeleysalestax@greeleygov.com



**CITY OF GREELEY
CERTIFICATE OF APPROVAL
MAJOR ALTERATION**

The Historic Preservation Commission designated the Downtown Greeley Historic District on the Greeley Historic Register in November 2002. The building at 820 9th Street is a contributing building in the Downtown Greeley Historic District.

On April 20, 2020, the Historic Preservation Commission approved the application of Quin Abbot, on behalf of 820 LTD for a Certificate of Approval for exterior alterations at 820 9th Street in accordance with Sections 18.36.030, 18.36.050, 18.36.140(e) and 18.36.150 of the Greeley Municipal Code.

Legal Description: GR5016 L11 BLK64 EXC W6 INCH N100' ALSO EXC E6 INCH N100' ALSO EXC S30', City of Greeley, County of Weld, State of Colorado

A Certificate of Approval for alteration is hereby granted for the following improvements:

Exterior alterations to include:

North elevation: removal of the existing deeply recessed non-historic storefront and replacement with deeply recessed historically appropriate wood and glass storefront; move door to second floor from recessed area to north elevation fronting 9th Street; replace existing 2nd story vinyl windows with wood sash windows.

South elevation: removal of existing double windows and installation of double doors; replacement of west door with wood frame window; replacement of east door with wood and glass door that is recessed to not open into right-of-way; repair stucco as needed.

East elevation: repair windows and replace wood windows with wood windows as needed; repair stucco as needed.

West elevation: replace south two non-historic windows with wood frame windows; infill northern window openings but retain recessed appearance; repair stucco as needed.

See attached architectural drawings, A-300 and A-301, by form + works design group, LLC.

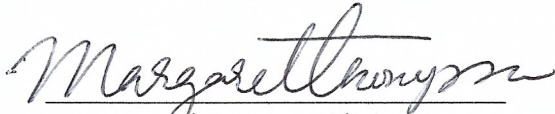
In accordance with the criteria and standards in Section 18.36.150 of the Greeley Municipal Code, the reasons for the approval are included below:

Meets Greeley Municipal Code Section 18.36.150(a) 1, 2, 3, 5, 6 (Secretary's Standards #1, 2, 3, 4, 6, 9, 10) and 8 (Downtown Design Guidelines for Storefronts, Windows and Doors and Building Materials)

Condition:

1. Obtain all required permits.

GREELEY HISTORIC
PRESERVATION COMMISSION:


Margaret Thompson, Chair

4/22/2020
Date

ATTEST:



Elizabeth Kellums, Secretary

4/21/2020
Date

As indicated

Checked By NL

Drawn By JANUARY 27, 2020 KS

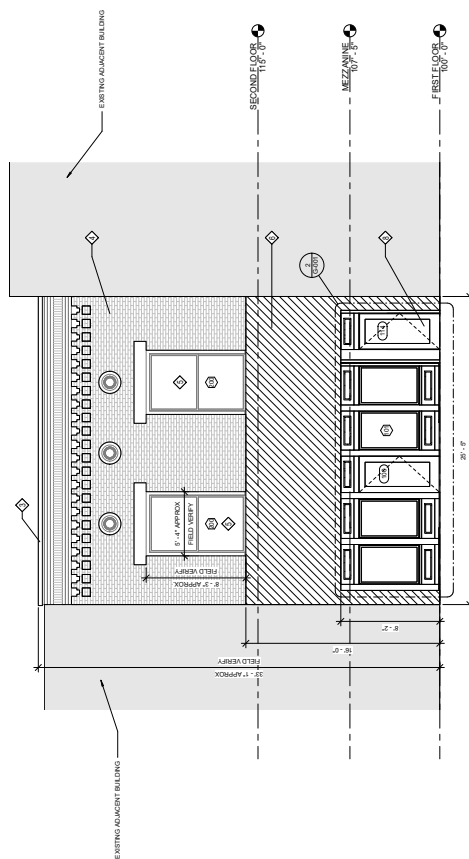
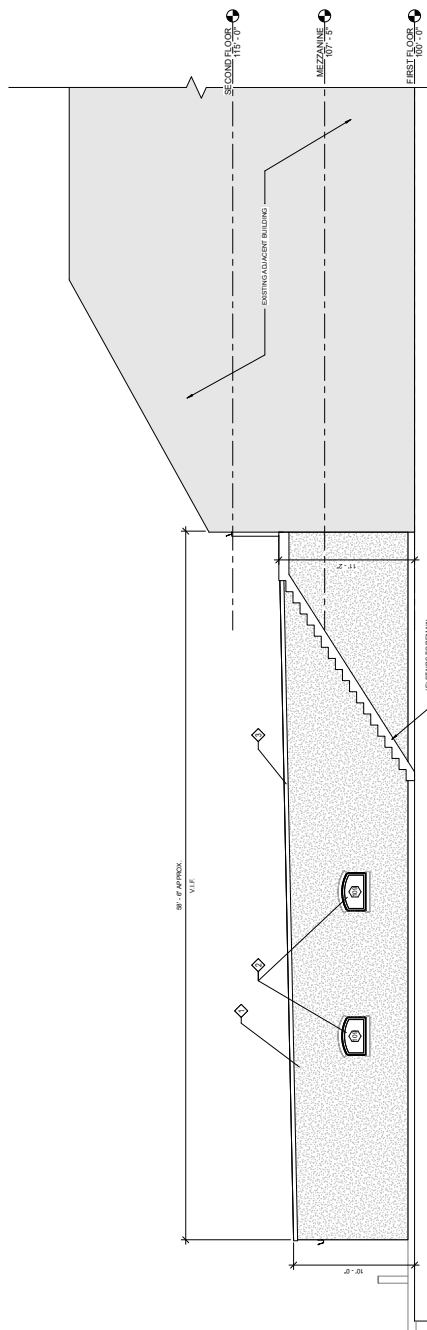
19-015
Project Number[illegible]

820 9TH STREET
GREELEY, COLORADO
80631
PERMIT DRAWINGS



VOTES:

- [illegible]





Building Permit Fee Refund Policies
Historic Preservation Commission
(Adopted 9/13/2010)
Updated: 9/16/2019

Building Permit refunds for historical properties are offered by the City of Greeley as an incentive to owners in the maintenance, upkeep and improvement of historic properties. The following policies apply to historically designated properties or contributing properties in an historic district and provide a refund option as described in Section 18.36.100 of the Greeley Municipal Code.

Historic Preservation Certificates of Approval are required before work is commenced on a designated historic structure, except as it relates to qualifying interior or maintenance projects (see below).

Eligible Applicants

- Eligible applicants include owners and/or contractors of residential, investment, commercial or industrial properties, as well as non-profit organizations or governmental entities.
- The refund is non-transferable. The only eligible applicant for the refund is the property owner/contractor who applied for the permit. No refund is available if the property is sold or transferred before the project is completed and prior to a final inspection and /or a Certificate of Completion is issued.
- Refunds are for the building permit only; applicants must pay other applicable fees and sales taxes.

Eligible Projects

- Construction is limited to a locally designated historic structure that is designated as of the date of permit application or one that is in the process of applying for such designation.
- Work must require a building permit.
- Projects must fall within the definitions of restoration, preservation and rehabilitation, as defined by the U.S. Secretary of the Interior (see below).
- Work can be for the following: routine maintenance and repair (water heater, plumbing, electrical); life safety projects, and those bringing building systems into compliance with current building and/or zoning codes; rehabilitation and restoration projects (major repair, flatwork, items that preserve historic character that require a permit).
 - o Qualifying interior project examples (where no Certificate of Approval is required)
 - o Electrical

- o Mechanical
 - o Plumbing
 - o Interior rehab projects according to U.S. Secretary of the Interior's Standards
 - ⊕ Basement finishes
- o Qualifying exterior project examples (where Certificate of Approval is required)
 - o Re-roofing
 - o Rehab/repair of existing historic detached garages
 - o Rehab/repair of existing historic carports
 - o Rehab/repair of existing historic sheds
 - o Rehab/repair of existing historic porches
 - o Rehab/repair of existing historic retaining walls that have significance
 - o Siding repair and replacement (if historically appropriate materials are used and in accordance with the Secretary of the Interior's Standards)
- New construction is eligible if the work is undertaken to keep the property viable and does not exceed 10% of the building footprint's square footage.
 - o Example: an addition to a house for accessibility
- Projects which exceed 10% of the footprint must first receive Historic Preservation Commission approval.

List of Ineligible Projects

- Projects that do not meet the U.S. Secretary of the Interior's Standards
- Those projects paid for by insurance (such as a replacement roof) or a Greeley Urban Renewal Authority rehabilitation loan.
- New construction or improvement of new accessory structures, such as sheds and garages.
- New construction that is not for the purpose of keeping the property viable or adequately maintained
- Projects commenced without proper City of Greeley or Historic Preservation Commission or Staff approval (e.g., without a building permit or a Historic Preservation Certificate of Approval, if required)

Procedures (See flow chart)

- Applications will be reviewed and determined by Historic Preservation Staff, unless review is required by the Commission.
 - o Staff decisions may be appealed to the Historic Preservation Commission within 10 calendar days of the Staff decision.
 - o Decisions of the Commission will be considered final on all refund applications unless appealed to Council within 30 calendar days of the Commission decision.
 - o Decisions will be based on the Secretary of the Interior's Standards and will be in accord with the definitions of restoration, preservation, and rehabilitation as established by the Secretary of the Interior, included below.
- All applications must include a copy of the permit receipt showing a breakdown of the permit cost.
- Application must be made to the Historic Preservation Office for the refund within 60 calendar days after the final inspection and/or Certificate of Occupancy (Certificate of Completion) is issued, whichever is earlier.

U.S. Secretary of the Interior Definitions

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 by means of the removal of features from other periods in its history and reconstruction of missing features from the restoration period. The limited and sensitive upgrading of mechanical, electrical, and plumbing systems and other code-required work to make properties functional is appropriate within a restoration project.

PRESERVATION: the act or process of applying measures necessary to sustain the existing form, integrity, and materials of an historic property. Work, including preliminary measures to protect and stabilize the property, generally focuses upon the ongoing maintenance and repair of historic materials and features rather than extensive replacement and new construction. New exterior additions are not within the scope of this treatment; however, the limited and sensitive upgrading of mechanical, electrical, and plumbing systems and other code-required work to make properties functional is appropriate within a preservation project.

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.

Definitions (Section 18.36.030)

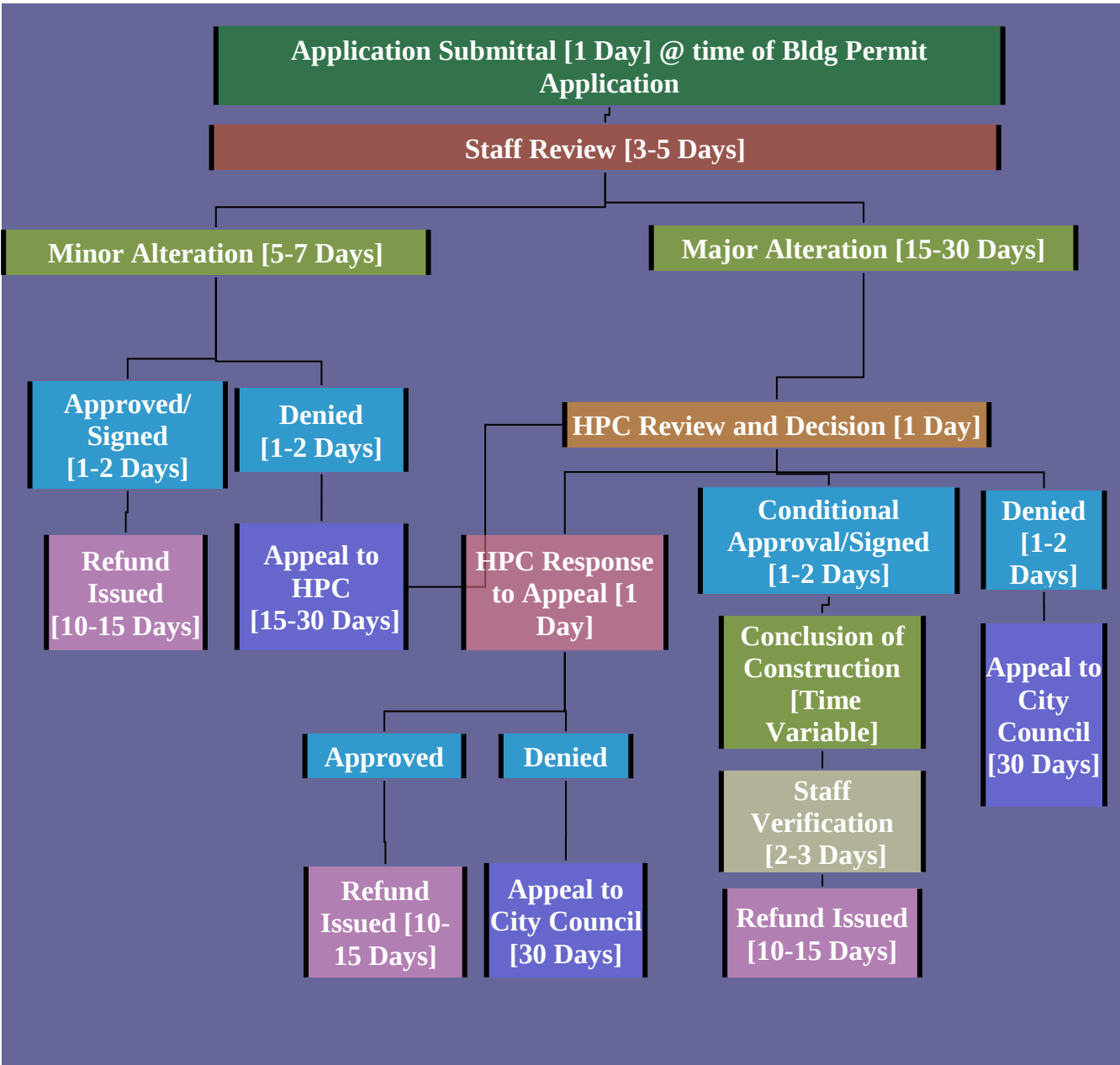
Alteration means any act or process requiring a building permit, moving permit, demolition permit or sign permit for the reconstruction, moving, improvement or demolition of any designated property or district; or any other action in which a review by either the Historic Preservation Commission or the Historic Preservation Specialist is necessary under this Chapter and/or the district designation plan and in accordance with the definitions of major and minor alterations, for the purposes of this Chapter.

Maintenance, as used in this Chapter, means measures to protect and stabilize a property, including ongoing upkeep, protection and repair of historic materials and features. Maintenance shall include the limited and responsive upgrading of mechanical, electrical and plumbing systems and other Code-required work to make a property safe and functional.

Major alteration, for the purposes of this Chapter, means a modification to a structure that has potential to significantly alter the character of the property and includes, but is not limited to, window replacement; building addition; porch enclosure; reconstruction of a portion of the primary building; addition of dormers or other alteration to the roofline; reconstruction of features on a building; material replacement with a different material (e.g., siding); alteration or replacement of a character-defining feature; demolition; relocation; and new construction. Major alteration includes any modification that is not considered maintenance or a minor alteration.

Minor alteration, for the purposes of this Chapter, means a modification to a structure that does not significantly alter the character of the property and includes, but is not limited to, replacement of roof; installation and repair or replacement of gutters if exterior trim elements are not altered; reconstruction and/or repair of portions of secondary structures; addition or replacement of storm windows and doors to existing windows and doors; repair or replacement of architectural elements with the same material, design, size, color and texture; replacement of less than fifty percent (50%) of a porch railing; replacement of original material with the same material (e.g., replacing a portion of wood siding with wood siding of the same size, profile and type); removal of nonoriginal material, such as vinyl, aluminum, etc.; adding awnings; repainting masonry; and signs requiring a permit.

Building Permit Fee Refund Process Flow Chart



HISTORIC PRESERVATION COMMISSION SUMMARY

ITEM: Certificate of Approval

CASE NUMBER: HPDR2021-0002

PROJECT: Roof-Top Addition, Window Replacement, and Signs

LOCATION: 700 6th Street

APPLICANT: Heather Bean, on behalf of owner Syntax Property, LLC

HISTORIC PRESERVATION COMMISSION HEARING DATE: February 1, 2021

HISTORIC PRESERVATION COMMISSION FUNCTION:

Review the proposal for compliance with Chapter 18.36 of the City of Greeley Municipal Code Criteria and Standards for altering designated properties or contributing properties in an historic district, and approve or deny the request.

PROJECT OVERVIEW AND BACKGROUND:

Proposed Project

On January 17, 2021 owner representative Heather Bean, on behalf of owner Syntax Property, LLC, submitted an application for a Certificate of Approval for exterior alterations of the Greeley Elevator Building at 700 6th Street to the Historic Preservation Office. The applicant proposes to replace significantly damaged windows and missing windows, raise the roof a grain bin to allow more space for a still, and requests approval for signage.

Their proposed project includes several parts. First, the applicant proposes to “elevate the roof of the lowest east bin in the middle bin cluster to match the roofline of the bin next to it” (Qtd from the application narrative, referencing storage bins). After consultation, the applicant has indicated that roof would be slightly lower than the bin next to it. The exterior siding and roof materials would match the existing materials. They also propose to replace severely deteriorated and missing windows on the north and east sides of the warehouse portion of the building with vinyl sash windows with a four-over-four grid design that would match the opening size and style of the remains of an existing window. They also propose to replace deteriorated and missing windows on the north, east, and west sides of the north bin headhouse with vinyl sash windows. The applicant proposes vinyl windows for the headhouse because the location is dangerous and difficult to access for maintaining windows, and vinyl windows would not require painting. Finally, the applicant requests approval for signs installed without prior approval. The applicant obtained a sign permit, #SIGN2101-0156, on January 26, 2021. Please see the Application and Narrative for a Certificate of Approval (Attachment A), the Current Photographs

and Mockups of Proposed Alterations (Attachment B), and the Existing Site Map (Attachment C).

Existing Conditions

One of the storage bins is too short for a new still that the owner needs to install that will allow the production process to move forward. Windows on the north, east, and west in the headhouse for the north bins and a couple first floor windows on the north and east are missing or severely deteriorated and need to be replaced. Additionally, some of the historic signs were damaged and partially missing, and the owner replaced them with new to match the original, and added Syntax signs to the east and west facades. The Sign Code allows for 232 square feet of sign allowance and the proposed two signs combined are 60 square feet. The signs that were on the building prior to the new signs are significant and historic, including those replaced with matching, and do not relate to the current business. Staff determined the new Syntax signs meet the Sign Code and the owner obtained a Sign Permit on January 26, 2021. Signs are a minor alteration.

Background

The Historic Preservation Commission designated the Greeley Elevator Building at 700 6th Street on the Greeley Historic Register in July 2017 for historical, architectural and geographical significance. The building is subject to review by the Historic Preservation Commission for major alterations and is subject to the Historic Preservation General Design Review Guidelines. The property is not located in the Downtown Greeley Historic District, and therefore the downtown design guidelines do not apply to this property.

Building History

The Greeley Elevator Building has character, interest and integrity and reflects the heritage and cultural development of Greeley. The Greeley Elevator Building reflects the prominence of agriculture in Greeley and reflects the farmer's co-operative movement that spread across the country in the first decade of the 20th century. This property also represents the significance of agriculture to Greeley and the environs. Finally, the property is significant for association with Otis Axsom, a long-time manager and president of the Greeley Co-operative Company at the Greeley Elevator Building.

Architectural Description

The Greeley Elevator Building consists of several sections built at different times and serving different functions. The main portion of the building includes a one-story red painted brick building with a tall rectangular bean elevator with a historic sign on the west side that reads "LIVESTOCK FEED, SEED, & BEANS SINCE 1920." The original portion, constructed in approximately 1904-05 is a one-story brick building on the northeast portion of the building, including where the bean elevator was added by 1918. By 1918, the rest of the main brick building was added, including the portion on the west and south of the original 1905 building. A parapet wall extends above the roofline of the one-story brick portions of the building.

West side

The west side of the building includes the main entrance, a door on the portion that leads into the office space on the north end of the west elevation and more open area to the south. The west side features vinyl sash replacement windows in the original window openings that were

installed prior to historic designation. The window openings on the north end of the west side feature brick lintels and stone sills. The portion of the north end of the west side that includes the main entrance has wood siding, likely covering brick. The 1918 Sanborn map showed the north end of the west side was constructed with masonry materials. At the south end of the masonry portion of the west side, a concrete loading dock covered with a shed roof and with a large overhead door with a man-door within the framework of the overhead door.

The office was located in the 1917-18 west addition, which has replacement windows in original window openings, with the original stone sills and brick lintels. A shed roof extends over the west side of the north end of the office portion of the building and a fabric awning extends over the windows on the west side of the southern portion of the 1917-18 addition. The windows along the south end of the west side are operable metal casement windows with a row of transoms across the top.

The south end of the west side includes bean bins, processing and mechanical equipment on the roof, a 65' high concrete headhouse and round concrete silo. The truck dump garage with metal doors, and corrugated metal and brick exterior, is located on the south end of the west side.

South side

The south side features the south end of the truck dump garage with metal doors. Two round concrete silos at the south end of the building dominate the south end of the building. Metal rails surround the top of each of the concrete silos. The southeast corner of the south side includes a one-story brick wall with two small covered openings with brick sills. Several steel grain silos top the brick section of the south end, with more equipment.

East side

The east side consists primarily of one-story brick portion with a concrete loading dock that extends from the southernmost overhead door to several feet north of the northernmost overhead door. The south end of the east side includes three three-light windows with brick sills, and one sash window is located on the north end of the east side. One small window is located between two of the overhead doors. Various agriculture-related signs are mounted on the wall between the overhead doors. A portion of a Greeley Elevator sign is mounted above the other signs between the middle and northern overhead doors.

North side

Three window openings on the north side, one including one two-over-two wood frame sash window with a board behind it, with stone sills and arched lintels are located on the north end where there is also a stone foundation. Two of the three windows have been boarded up. The vinyl window on the west end of the north side is still operable. The north bean bins, headhouse and machinery are covered with corrugated metal and has ghost signs on the north and west sides of the bean bins.

A small, one-story, gable-roof concrete block building located south of the main building, included in the nomination, is a boiler house with a man door on the west side, and double doors on the east side. It has a metal roof and metal siding on the gable ends.

SITE DATA:

Legal Description:	GR4804 L1-2 BLK38, City of Greeley, County of Weld, State of Colorado
Neighborhood:	N/A
Designation:	Individually designated on the Greeley Historic Register
Year Property Built:	1904-05, 1917-20; Sanborn Maps and applicant
Architectural Style/Type:	No Style; Agricultural/Industrial Grain Elevator Type of Architecture
Zoning:	Industrial – Low (I-L)
Dates of Significant Renovations:	Historic Preservation Commission Certificate of Approval for Roof replacement over the north bean bins and beet dump garage with architectural shingles in a gray color and install vents as needed; Owner and Applicant: Heather Bean, Syntax Property, LLC; HPC approval: 12/18/17. Rebuild walls and pour slab on scales; Owner: Greeley Elevator; Contractor: Dabco Inc.; Permit #790373; Date: 7/3/1979. (Note: This project may have taken place on Greeley Elevator property on block 39, <i>which is not part of this nomination</i> but was part of the Greeley Elevator Company property according to the 700 6th Street building permit file. The permit application did not reference block 38 or 39.) Reroof – hot mop roof under tank 2 ply; Owner: Greeley Elevator; Contractor: Superior Roofing Company; Permit #680160; Date: 5/2/1968; Final: 5/6/1968. (Note: This project may have taken place on the Greeley elevator property on the east side of 7th Avenue, on Block 39, but addressed as 700 6th Street; the permit application did not reference block 38 or 39. Block 39 is not part of this nomination.)

No permit records clearly related to the Block 38 portion of 700 6th Street, which is the location of the nominated property.

Source: Building Permit Files for 700 6th Street

KEY ISSUES AND ANALYSIS:

The proposed work is evaluated according to the relevant criteria for alteration of designated properties, defined in Section 18.36.150, as follows in the staff analysis. Only the applicable criteria and standards are listed.

City of Greeley Code, Section 18.36.150 Criteria and Standards

(a) Criteria and standards for alterations to a designated property or a property in a historic district are as follows:

- 1. The effect of the alteration or construction upon the general historical or architectural character of the designated property.*
- 2. The architectural style, arrangement, texture and materials of existing and proposed construction, and their relationship to the other buildings.*
- 3. The effects of the proposed work in creating, changing or destroying the exterior architectural features and details of the structure upon which the work shall be done.*
- 5. The effect of the proposed work upon the protection, enhancement, perpetuation and use of the landmark or landmark district.*
- 6. Compliance with the current Secretary of the Interior's Standards for Rehabilitation of Historic Properties as defined in Section 18.36.030 of this Chapter.*
- 8. Other requirements for alterations of a designated property or contributing property in a district as are required by the procedures and bylaws established by the Commission.*

Secretary of the Interior's Standards for Rehabilitation

Standard #1: 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.

Standard #2: The historic character of a property shall be retained and preserved. The removal of original materials or alteration of features and spaces that characterize a property shall be avoided.

Standard #3: 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.

Standard #4: Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

Standard #5: Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.

Standard #6: Deteriorated historic features will be repaired rather than replaced. Where the severity of the deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.

Standard #9: New additions, exterior alterations, or related new construction shall not destroy original 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.

Standard #10: 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. Design for alterations and additions to existing properties should not be discouraged when such alterations and additions do not destroy significant historical, architectural, or cultural material, and such design is compatible with the size, scale, color, material, and character of the property, neighborhood and environment.

Applicable Guidelines from the General Design Review Guidelines

Preservation of Original Features

Original materials and features, as well as the distinctive form, scale and siting of a structure, contribute to its character and should be respected and preserved whenever feasible. The distinguishing qualities and characteristics of the structure and its site should be preserved using the simplest means possible. It is important that the property retain a high percentage of original features to retain its integrity. This is especially true for individually designated properties.

5. Preserve any existing original site features or original building materials and features.

- a. Preserve original wall and roof materials.*
- b. Preserve original doors, windows, porches, and other architectural features.*
- c. Preserve original site features such as set-back, steps, walls, fences, landscaping, and walkways.*
- d. Avoid removing or altering original materials and features.*
- e. If weatherization is necessary to maintain energy efficiency, do not remove original doors or windows. Select storm windows and doors that do not diminish the integrity of the original doors and windows.*

Exterior General

Original materials should be repaired rather than replaced. Wood is a common material for historic buildings in Greeley; however, stone, brick, concrete and other materials were also used. Greater flexibility in materials may be considered for additions and new construction.

9. Use materials that appear similar in character to those used historically, if replacement is necessary.

- a. Materials similar to those employed historically are preferred.
- b. Substitute materials may be used for replacing individual building elements, but not the primary building material.

Windows

Windows, the elements that surround them, and their relationship to one another are among the most important character-defining elements of a historic structure. The basic elements of windows are their operation, proportions, number of divisions, and the dimensions of the frame. Historic windows should be preserved wherever feasible; this is especially important for individually designated properties.

18. Preserve the functional and decorative features of original windows.

- a. Features important to the character of windows include frames, sash, muntins, mullions, glazing, sills, heads, jambs, moldings, operation, and groupings of windows.
- b. Stained and leaded glass are often found in windows and doors of historic buildings and houses, and special care should be taken to preserve and protect these windows.
- c. Typically houses feature a front window or grouping of windows. The proportions, type, relationship, decorative glass and surrounding detail should be preserved.
- d. Repair frames and sash by patching, splicing or reinforcing rather than replacing.
- e. If replacement of any original window is necessary, match it as closely as possible.

19. Retain the position, type, number, and groupings of windows, especially on significant facades.

20. Maintain original window proportions.

- a. Preserve the vertical emphasis typical of historic windows.
- b. Do not reduce an original opening to accommodate a smaller window. Likewise, do not enlarge an opening to accommodate a larger window. If enlargement is necessary for emergency egress, do so on a minor elevation (rear or side).

21. Use materials that appear similar to the original when replacement is necessary.

- a. *Replacing a wood window with another wood window is preferred; however, other materials may be considered if the operation, dimension, profile, and finish are similar.*
 - b. *Glass block should be avoided unless it was typical of the style or period. If used, the opening size should not be altered.*
- 22. Consider storm windows as an alternative to window replacement.**
- a. *Install storm windows on the interior when feasible.*
 - b. *Match the sash of the original windows, if storm windows are installed on the exterior.*
 - c. *Metal storm windows may be appropriate if the frames match the proportions and profile of the original windows and if the frames are anodized or painted so that raw metal is not visible.*

New Alterations and Additions

When planning new alterations and additions, consider the effect on significant historic materials and features of the property. Loss of historic building fabric should be minimized. The addition should not affect the ability to perceive the historic character of the building, especially from public ways, such as streets, alleys, and parks. Contemporary interpretation of the original structure is an appropriate alternative to a more replicative design. It needs to be compatible with the overall architecture but simplified in style and detailing and must appear newer.

33. Minimize negative effects on original materials and features when planning additions and alterations to a historic building.

Avoid obscuring or removing significant features to accommodate new additions and alterations.

34. Minimize negative technical effects upon original features.

- a. *Consider the technical impacts of new construction on a historic structure. For example a construction process may cause vibration that results in cracks in a historic masonry wall.*
- b. *New alterations should be accomplished in such a way that they can be removed without destroying original materials or features.*

35. Design additions to historic buildings so that original materials or features will not be destroyed or obscured.

36. Place additions at the rear of a building or set them back from the front to minimize the visual impact on the historic structure and to allow the original proportions and character to remain prominent.

- a. *Alternatively, an addition can be set apart from the original building and connected with a small, simple link. Zoning Code requires a 20% point of attachment and architectural compatibility.*
- b. *Locating an addition at the front of the structure is inappropriate.*

37. Design additions and alterations to be compatible in size, scale, and appearance with the main building.

- a. An addition or alteration should be visually subordinate to the main building.
- b. An addition or alteration should be simpler than the original structure. For example, incorporate simplified versions of character defining elements of the original structure.
- c. Use roof forms that are compatible with the original structure. The shape, pitch, and material should be similar to the original structure.
- d. Maintain the solid-to-void (wall to opening) ratio of the original structure.

38. Use materials that are compatible with the primary structure.

In a district, materials similar to those of adjacent structures may also be considered.

39. Design additions and alterations to be recognized as products of their own time.

Avoid new additions and alterations that hinder the ability to interpret the historic character of the building.

- a. An addition or alteration should be both compatible in appearance with the original building and distinguishable as dating to a different time.
- b. A change in setback of the addition from the main building, a subtle change in material, a differentiation between historic and more current style, or a date plaque are all techniques that maybe considered to help differentiate old and new construction.
- c. Use of nominal dimension lumber instead of full dimension lumber would be acceptable and appropriate for structures predating the use of nominal dimension lumber.
- d. An addition or alteration that creates an appearance inconsistent with the historic character of the building is inappropriate.
- e. An addition or alteration that implies an earlier period or more ornate style than that of the original building is inappropriate.

40. Respect historic alignments when planning additions or alterations to buildings.

Avoid placing an addition in a location where relationships of a structure to its site or adjacent structures is altered or obscured. For example, some roof lines and porch eaves may align at approximately the same height, and an addition should not hinder the ability to perceive this alignment.

Roof-Top (Pop-Top) Additions

In some instances, small lot size dictates that an addition must go up rather than to the preferred location at the rear or side. These roof-top additions are more likely to be necessary for small houses such as Bungalows and Classic Cottages, as well as conversions of small commercial structures to new uses.

In addition to the guidelines for additions presented in the previous section, roof-top additions must take the following guidelines into account. Typically, these additions are more visible from the public way, so the relationship of the entire addition and its details to the original structure and face block of the district must be carefully considered.

- 54. Subordinate the mass and scale of a roof-top addition.**
a. *An addition should not overhang the lower floors of the historic building.*
b. *Additions should have simpler details than the original structure.*
- 55. Respect the established orientation of the original building and its surroundings.**
Respect and retain historic characteristics such as the relationship of the roof ridge to the street, vertical proportions of the front façade, or symmetrical placement of openings.
- 56. Set a roof-top addition back from the existing building front to help preserve the original profile of the historic building form as seen from the street.**
- 57. Use materials compatible with the primary structure and similar to those of other upper stories in the neighborhood.**
- 59. Keep the roof form in character with the original structure.**
a. *The slope, symmetry, and orientation must be in keeping with that of the historic structure.*
b. *Eave lines on the addition must be similar to those of the historic building.*
c. *Dormers must be subordinate and in scale with the original structure.*
d. *The addition should not create a complex roof form if the original roof is simple.*

Staff Analysis:

The proposed exterior alteration project complies with the applicable criteria and standards for the following reasons:

Storage Bin Roof Addition

The proposed storage bin roof addition would have a minimal effect on the historic character of the building because it would add height to a small portion of the roof, making the building more usable because it would allow for the installation of a still on the interior needed for production, but would generally be out of sight. The proposed addition would be located on the east side toward the south end, adjacent to a similar bin. The proposed siding would be corrugated steel, which is the exterior material of all bins on the building. The portion of the roof to be raised would not be visible from 6th Street and would only be slightly visible from 7th Avenue, depending on direction of travel. The proposed project would not remove or alter character-defining features and would not add conjectural features. This industrial building has been enlarged for utilitarian purposes, and this addition would allow the building to continue in use and would preserve the historic character and features of the building. It would not destroy original materials and would be differentiated with slightly different corrugated steel siding and locating the roof slightly lower than the adjacent bin. If removed, it would not affect the essential form and integrity of the historic property and its environment. For these reasons, the proposed addition would meet the Criteria and Standards in Section 18.36.150(a) of the Greeley Municipal Code, including Criteria 1, 2, 3, 5, 6, and Secretary of the Interior's Standards #1, 2, 3, 4, 5, 6, 9, and 10.

The proposed project would also meet Criterion 8 in Section 18.36.150(a) of the Code, the Historic Preservation General Design Review Guidelines, including for additions. The proposed project would not remove or obscure significant features and would be constructed in a way that it could be removed without destroying original materials or features. The proposed addition would have a minimal impact on the structure and allow the original proportions and character to remain prominent due to its location at the south end and adjacent to a taller bin. The proposed addition would be compatible with the main building, particularly with the adjacent bin, as it would extend an existing bin approximately 6 to 7' feet above its current roofline. Roof pitch and roof materials would remain the same. Utilitarian needs of the business drove the additions to the building, reflected in the current configuration and variations in materials and rooflines. The proposed addition would contribute to that characteristic feature of the property.

The proposed addition also meets the guidelines for roof-top additions. The proposed addition would be subordinate to the main structure and respects the orientation of the building and its surroundings. It would not affect the profile of the building from the street, as it would be subordinate to the adjacent bins and would not be visible from 6th Street. The roof form and the materials of the addition would be compatible with the existing bins and the building as a whole. For these reasons, the proposed roof addition to the bin would meet the design guidelines for additions and roof-top additions.

Windows

The applicant proposes to replace several windows that are severely deteriorated and several windows that are missing and boarded up. The existing building has a variety of windows, including original steel casement windows, some wood frame sash windows, some wood frame non-operable windows and some steel non-operable windows, and some vinyl replacement windows. The proposed replacement of missing windows with vinyl windows would not detract from the character of the building and would add to the ability to use the building. The proposed replacement window for the six windows proposed to be replaced would be a vinyl sash window with four over four grid, similar to four-over-four wood frame windows that originally occupied those openings. The proposed windows would not affect exterior architectural features and would add to the protection, enhancement, perpetuation and use of the building. The proposed replacement of missing and deteriorated windows in the top of the north headhouse with vinyl windows would have minimal impact on the integrity of the building and would be reversible. The proposed replacement of two windows on the first floor, including one on the north and one on the east, would have a greater impact on the character of the building. The north opening is boarded up and the window is missing. The window on the east is significantly deteriorated. These windows are in the bottling area of the building, which has a high humidity level. The proposed replacement of those windows with vinyl windows similar to the original windows, utilizing the same window openings, would have a positive impact on the character of the building and would not change the character or features on the building. The applicant indicated the health department prefers vinyl windows due to high humidity in that area of the building. While wood windows would be preferred for historic preservation purposes, they would not likely be allowed by the health department and would hinder the ability to operate the distillery. Vinyl windows could be replaced with wood windows in the future. It would provide protection from the elements and would minimize the need for maintenance in a very dangerous and

difficult-to-reach location. The proposed installation of vinyl windows similar in design and matching the opening size of those windows would be appropriate and would be reversible. For these reasons, the proposed window project would meet the standards and guidelines, including Criteria 1, 2, 3, 5, and 6 of the Code and Secretary's Standards #1, 2, 3, 4, 5, 6, 9 and 10.

The proposed replacement windows would match the original in design, type, and size, would retain the number and grouping of windows, and would maintain the original window proportions using the original window openings. For these reasons, the proposed window replacement also meets Criterion 8 of the Code and the design guidelines for windows.

Signs

Historically, the Greeley Elevator Building had many metal signs on it, for various products, as well as for the Greeley Elevator Company, "THE GREELEY ELEVATOR CO." Those signs are still on the building and are significant and contribute to the historic character of the building. The proposed business sign, "SYNTAX DISTILLERY & COCKTAIL BAR at," is 30 square feet and is proposed to be placed on the east and on the west sides of the building above the "THE GREELEY ELEVATOR CO" sign. The proposed signs match the existing signs in material and would not overwhelm the building. The proposed signs would contribute to the character of the building and would have a positive impact on the protection, enhancement, perpetuation and use of the building, since it would provide advertisement for the existing business. The proposed signs are reversible and would not remove or adversely effect any historic features or materials. For these reasons, the proposed signs meet the criteria and standards in Section 18.36.150(a) #1, 2, 3, 5, and 6 and the Secretary's Standards #9 and 10.

In summary, for these reasons, all aspects of the proposed exterior alterations project, including the bin roof addition, the window replacement and the signs, meet the criteria and standards in Section 18.36.150 of the Greeley Municipal Code, including the Secretary of the Interior's Standards and the relevant General Design Review Guidelines.

18.36.150 (a) Criteria and Standards Addressed: 1, 2, 3, 5, 6, and 8 (Secretary's Stds #1, 2, 3, 4, 5, 6, 9 and 10) (Historic Preservation General Design Review Guidelines for Appropriateness of Use, Preservation of Original Features, Exterior General, Windows, New Alterations and Additions, Roof-top Additions)

NOTICE:

Section 18.36.080 specifies public notification requirements for Certificate of Approval application, specifically mailing a hard copy notification letter by first class mail no less than 7 days prior to the hearing. The applicant waived the requirement for a hard copy letter. A notification letter with the date, time and location of the public hearing was e-mailed to the property owner on Friday, January 22, 2021 and a sign was posted at the property on Friday, January 22, 2021.

STAFF RECOMMENDATION:

Approval, with the condition that all required permits be obtained.

RECOMMENDED MOTION:

A motion that, based on the application received and the preceding analysis, the Commission finds that the proposed exterior alterations at the Greeley Elevator Building at 700 6th Street meets (a) Criteria and Standards 1, 2, 3, 5, 6, and 8 of Section 18.36.150 of the Greeley Municipal Code, and therefore approves the Certificate of Approval, with the condition that all required permits be obtained.

ATTACHMENTS:

Attachment A – Application & Narrative for Certificate of Approval

Attachment B – Current Photographs and Mockups of Proposed Alterations (FIGURES 1-7)

Attachment C – Existing Site Map



City of Greeley Community Development Department, Historic Preservation Office, 1100 10th Street, Ste. 201, Greeley, CO 80631
970.350.9222 www.greeleygov.com/hp

APPLICATION FORM FOR CERTIFICATE OF APPROVAL
MAJOR ALTERATIONS

The City of Greeley's Historic Preservation Ordinance, Chapter 18.36 of the Municipal Code, requires that no exterior major alteration is permitted of any designated historic property or property within a designated historic district without a Certificate of Approval issued by the Historic Preservation Commission. **Please complete pages 5, 7, and 8 and add additional sheets as necessary.**

PROPERTY OWNER(S)

Name: Heather Bean, Syntax Property, LLC
Address: 700 6th Street
Greeley, CO 80631
Phone: 970-224-1248
Cell phone: same
Email: heather@syntaxspirits.com

**APPLICANT (if different
From property owner)**

Name: _____
Address: _____
Phone: _____
Cell phone: _____
Email: _____

HISTORIC PROPERTY

Name: Greeley Elevator Building
Address: 700 6th Street, Greeley, 80631

Historic District (if applicable):

Legal Description: GR4804 L1-2 BLK38, City of Greeley, County of Weld, State of Colorado

Certification: I certify that the information and exhibits herewith submitted are true and correct to the best of my knowledge.

Applicant (Print): Heather Bean Telephone: 970-224-1248

Signature:  H
cn=H Date: 12/18/20

Property owner's signature required. If applicant is other than property owner, property owner approves of the applicant's proposed project.

Owner (Print): _____ Telephone: _____

Signature: _____ Date: _____

Certificate of Approval Major Alterations
Greeley Historic Register

January 2021 Syntax Distillery Outdoor Projects Narrative

There are five primary projects that are part of this application, and each will be described in detail below:

1. Elevate the roof on one of the bins on the east side of the middle bin cluster to match those around it.
2. Replace missing windows on the north and east sides of the main floor of the building.
3. Replace missing and damaged windows at the top of the north bin cluster.
4. Repair missing parts of historic signage
5. Add Syntax signage to identify the current business as distinct from the historic signage that has been left in place.

Details by project:

1. Per the photos in Figure 1, we wish to elevate the roof of the lowest east bin in the middle bin cluster to match the roofline of bin next to it. The exterior of the bin will be sided with corrugated metal to match the rest of the bins in the cluster, and the roofing will be done with the same materials as the rest of the cluster as well. The intent is for it to look as though it was simply built as a taller bin than it was, like its neighbors. Please reference the proposed “after” picture in Figure 1.

This modification is necessary for our production process, as our new still requires an area 15’ high and 10’ wide and the two east bins are the least invasive and most desirable place to locate the still, but the shorter bin is not tall enough to accommodate the still columns as it stands.

This is a very urgent project because it is necessary for us to be able to set up our still and resume production of distilled spirits. We did not know that we would have to do it until recently, because our old stills were not as tall as our new one, and it is a recent acquisition.

2. Two large windows on the north and east sides of the warehouse portion of the building are boarded up, and have been since at least the 80’s according to pictures we’ve located. The window on the north side is missing completely, and the window on the east is badly damaged and rotten from being fully exposed to the elements and unmaintained for at least four decades. The remains of the one existing window show it to be a single pane, single hung style, with no storm window. Our contractor has advised that he doesn’t consider the wood frame salvageable, nor is it his opinion that attempting to replicate the one window would be energy efficient or economical. That said, the opening will in no way be altered by fitting a modern window, and anyone could refit a replicated window into the same hole at any time. Our current priorities are improving energy efficiency, lighting, and the appearance of the building in and out, but we could thoroughly document or store the remains of the one existing window.

Our contractor has recommended double-paned, single hung, white vinyl windows, for energy efficiency and moisture resistance, which is important in our future production area where water will be used extensively and food-grade cleanliness must be maintained per health department requirements. Please see details including window sizes on Figure 3, and reference Figure 2 for window styles on other areas of the building. All windows that were replaced in the past, prior to our ownership, are of white vinyl construction. Since these two windows are in the same interior room of the building, and are also the only two windows in that room, we feel that it would be best if they match, and the “colonial grid” style seems to be the most common style among the windows thought to be original, and is readily available.

This project is not especially urgent, though it can be very difficult to get time from contractors as they’ve been very busy since covid started. We would like to get approval as soon as possible to be able to take advantage of their availability whenever it should happen.

3. In figure 4, please see pictures of the existing mostly-boarded up or missing windows at the top of the north bin cluster. It’s unclear which, if any, windows are original as none of them match, and one is missing entirely. The existing windows are severely weather damaged, rotten, and broken, and are a source of major heat loss in the winter. Again, our contractor does not believe that they are reasonably salvageable.

A major consideration for the windows at the top of the bins is that they’re nearly impossible to get to from the outside without expensive heavy equipment and a taste for danger, and are also hazardous to access from the inside as the only way to get to them is by taking a single-person man lift 40’ up, followed by walking on makeshift catwalks with a 30’ drop into the bins below. As such, a low-maintenance material such as vinyl has been heavily recommended by our contractor. As with Item 2, we wish to replace them with the same colonial grid style vinyl windows described in Item 2, and again the openings will not be altered, nor will the sizes be changed should someone wish to change them later. Urgency is the same as the windows in item 2.

4. The signage piece involves a mea culpa and an apology, as in...we’ve already put some signage up. In the early days of covid when everything was up in the air, our temporary signage had disintegrated, and putting up new signage was a project that we used to keep our employees working for a while longer after the shutdown. With all of the scrambling and chaos at the time, I’d forgotten that it was something we should have put in for approval for ahead of time. That said, we made an effort to replace the missing pieces of the historic signs faithfully, and make the new signs in the same font and style as the historic signs that they are next to.

When we purchased the building, some of the historic signage was missing pieces. The south “Livestock Feed, Seed, and Beans” sign and the east “Greeley Elevator Company” sign were half gone, presumably blown away by wind. See Figures 5 & 6. Since both signs had whole versions on other sides of the building, it was possible to have an artist replicate the missing pieces and have them made of similar material. The new signs are distinguishable from the historic signs because of the modern printing process and slight color/finish differences, so an observer can figure out which signs are original to the building vs. which ones are replicas.

All new signs are ink on aluminum. The original “Greeley Elevator Co.” signs were paint on steel, and the “Livestock” signs were ink on aluminum. All signs are hung in the original style, screws and washers into either wood or concrete anchors.

5. While we’ve never wished to alter any of the building’s existing, historic agricultural signage because it’s a major part of the building’s character, we also needed to add signage for our own company so that customers can find our business and know what we do. Prior to adding signage, we still had several people per week coming in to buy feed and beans, which a distillery obviously does not sell, and many people confused about how to find the distillery.

In order to keep with the style and character of the original signage, we had an artist replicate the font used on the “Greeley Elevator Co.” signs and create Syntax signs in the same style. See Figure 7. On the west side of the building, the Syntax sign was simply added above the existing “Greeley Elevator Co.” sign, and the original sign was not moved or altered in any way. On the east side of the building, which has a slightly different profile, the original sign was shifted down slightly when it was replaced after wall-painting to accommodate the Syntax sign above it. Both sides of the building now have identical business signage again, as they have in the past.

From: [Heather Bean](#)
To: [Betsy Kellums](#)
Subject: [EXTERNAL] Re: site visit on Friday
Date: Sunday, January 24, 2021 11:24:37 AM
Attachments: [HistoricPix1-21appRevisedCorrected2.pdf](#)

Hi Betsy,

I would really prefer vinyl or similar at this point for the north room because it's going to be a wet/humid area on the inside with our bottling line there, and vinyl makes the health department much happier than wood. (Unfortunately I already have to do a lot of negotiating with them for this building.) I'm very happy to store the remains of the existing window so it could be replicated at some point... and we definitely won't alter the opening in any way. If things change at some point, it would just be a matter of swapping them out. I do understand that replication would be preferable in many situations, but I hope that in the near term we can improve the look/usability/energy efficiency of the building and keep all of the various departments at least somewhat happy (enough) while not breaking the bank since this year hasn't been great for business.

With regard to the guidelines... let me know if this is what you're looking for:

18: The window sizes, opening styles, or trim styles will not be altered. From photo documentation, it appears that both of the windows in the north warehouse room the building (north and east sides) have likely been boarded up since at least the 1980s. It's unclear if the exterior remains of the one existing window (north end, east side) is original but we will document it and store it safely for future reference. If at some point it makes sense to replicate it, it will be available as a model. Though many windows on the building have been replaced and few match, the "colonial grid" style seems to be the most common among the windows that appear the oldest. We would therefore like to put two new windows in the room that match each other, in the 4 lite colonial grid style.

19/20: Neither the positions or proportions of the original window openings shall be altered.

21. Though the building has a number of window styles, we believe that the "colonial grid" style is the most common among the windows that appear the oldest. It also appears that the oldest windows in the building were originally white-painted steel or wood. Because water usage and humidity will be significant inside the north warehouse room as the area will house a bottling line, we would prefer to use a white vinyl double-paned window (or similar) for longevity and health department concerns. The operation (single hung) will be the same, the color will be the same (white), and the appearance will be as close to "original" as we can guess in this heavily-revised building (4-lite colonial grid).

22. Should it become feasible to replicate the single-pane design of the one existing window for both windows in the room, we would also create storm windows to match. (We are familiar with this from restoring old houses.) At this remove, because of the industrial usage and the missing window, our contractor has recommended similar-looking, vinyl, double-paned windows as the most desirable current choice for functionality and energy efficiency reasons.

The revised pictures with the lower bin appearance is attached.

Thank you!

Heather

Heather Bean

Still Mistress (Owner/Distiller)

Syntax Distillery and Cocktail Bar

p: 970-352-5466 m: 970-224-1248

a: 700 6th Street, Greeley, CO 80631

w: www.syntaxspirits.com e: heather@syntaxspirits.com



On 1/23/2021 4:12 PM, Betsy Kellums wrote:

And, I forgot to ask you to briefly write how your project meets (or doesn't meet) the design guidelines for windows (page 20 of the pdf) and additions (pages 23-24) (see attached). I should have caught that earlier. I need this and the window question below as soon as possible, as I have to give my staff report to my supervisor on Monday in order for it to go to hearing on the 1st.



Betsy Kellums

Planner III – Historic Preservation

Community Development | Planning

1100 10th Street

Greeley, CO 80631

970-350-9222 | betsy.kellums@greeleygov.com

<http://greeleygov.com/>

City employees are currently working remotely due to Weld County's level red status and to prevent the further spread of COVID-19. The Planning team is still available to meet with you virtually (either through Zoom, Microsoft Teams or by Conference Call). During this time we request that you schedule an appointment for virtual meetings/conference calls by calling 970-350-9780 or email me at betsy.kellums@greeleygov.com. Your patience is truly appreciated during this time.

From: Betsy Kellums

Sent: Saturday, January 23, 2021 3:57 PM

To: 'Heather Bean' <heather@syntaxspirits.com>

Subject: RE: [EXTERNAL] Re: site visit on Friday

Would you be willing to consider wood frame windows on the first floor north and east

sides? I am recommending approval of the proposed vinyl windows for the headhouse bean bins. Since the original windows were wood on the first floor, they would be the most appropriate, to match the original. Please respond as soon as possible.



Betsy Kellums

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From: Heather Bean <heather@syntaxspirits.com>
Sent: Friday, January 22, 2021 12:15 PM
To: Betsy Kellums <Betsy.Kellums@Greeleygov.com>
Subject: [EXTERNAL] Re: site visit on Friday

Hi Betsy,

Sorry about the slow reply, this morning got away from me. It's fine if the addition is a few inches shorter than the adjacent bin, now that I think of it, it probably would have ended up that way anyway so as not to mess with the roof of the bin beside it. I just didn't think about it because I didn't know it was an issue. While we would side it with the same corrugated style siding used elsewhere on the building, the modern versions aren't quite identical in pattern so that would distinguish the addition as well.

I just saw your text and Feb 1st would be perfect, thank you! I'm going to Longmont at 2pm, but I could do 1:30ish if that works?

Heather

Heather Bean

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w: www.syntaxspirits.com **e:** heather@syntaxspirits.com



On 1/22/2021 10:31 AM, Betsy Kellums wrote:

Hi Heather,

I'm looking at your narrative and have a concern about the addition. In the narrative you indicated that the addition will be done to make it look like it was originally built as tall as the adjacent bin. That would actually not be appropriate for a historic building because that conveys a false sense of history. Using the same material is fine, but it would need to still be distinguishable as an addition. Does that make sense? Perhaps we could talk about this when I come this afternoon. I am sure we can figure out a way to make it work. I know elevators/these types of buildings were utilitarian and additions were common, and I am confident we can find a solution that will meet your budget and timing and meet the preservation standards and guidelines.

I'm working on getting this on an agenda earlier than March 1st, but I'm not sure what the date will be yet. I will let you know as soon as possible. The HPC meets on Zoom, so we would want for you to join us as a panelist to answer questions about your project. Would that work for you?

Would it work for you to meet you at 1:30 or 2 this afternoon?

Thank you!



Betsy Kellums

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From: Heather Bean <heather@syntaxspirits.com>
Sent: Thursday, January 21, 2021 5:08 PM
To: Betsy Kellums <Betsy.Kellums@Greeleygov.com>
Subject: [EXTERNAL] Re: site visit on Friday

Hi Betsy,

I should be around -- I have a few errands to do but should be around more often than not. Do you have a rough idea what time? Would love to catch up!

Heather

Heather Bean

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w: www.syntaxspirits.com **e:** heather@syntaxspirits.com



On 1/21/2021 5:05 PM, Betsy Kellums wrote:

Hi Heather,

I am coming to Greeley tomorrow do some site visits, including at the Elevator Building. Will you be around? I'll just walk around the exterior and probably take some photos. It would be great to see you if you will be around, but no big deal otherwise.

Have a great evening!

Cheers,
Betsy



Betsy Kellums

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FIGURE 1



Raise lower roof to the same level as the adjacent bin to the left. East side of building, looking to the west.

The approximate "after" appearance of the bin cluster. Reference the "before" picture above.



Zoomed out view of the middle and south bin structures. Arrow is pointing at the area the raised bin would end up in. Siding will be done to match other bins in the cluster. East side of building, looking to the west.



FIGURE 2



A panoply of existing window styles. Clockwise from upper left corner: 6 lite prairie grid vinyl windows, large colonial-grid style window, 3 lite steel windows, 3 lite wood windows , 2 lite double hungwood window. 4, 2, and 1 lite single hung wood windows, and 4 lite steel casement windows, There is an additional colonial-grid style window in the garage, which is boarded up and impossible to access for photography purposes..

FIGURE 3

The two windows to be replaced, on the east side (36"x 64") and the north side (44"x 64"). There is no remaining window at all on the north side, and what is left of the window on the east side is badly damaged and rotten. Based on pictures we've found, they've apparently been boarded up since at least the 1980's. There are a variety of window styles on the building but a common older pattern on the building that's readily available today is a 4-lite colonial style, pictured below. The picture to the left is the east side looking west, and the picture below is the north side looking south.



Proposed Replacement Window Style:

White vinyl, colonial grid, double paned, energy efficient, meets uniform code egress requirements.

Other windows on the building that have been replaced have also been in white vinyl. The colonial grid seems more common than other patterns, and the two windows in question are in the same interior room, so it would be preferable that they match.



FIGURE 4

Windows to be replaced in the headhouse for the north bins. All are approximately 67" by 28" and there are four in total.

East Side (4 lite, 1-2 lite)

West Side (Partial 4 lite, missing lower half)

North Side (No window; missing)

Referencing picture taken from the southwest of the north bin complex.



FIGURE 5



Before: East side of building. "The Greeley Elevator Co." sign is missing the entire right side that should say "VATOR CO.", apparently lost to wind.

After: the remainder of "The Greeley Elevator Co." sign has been replicated based on the identical west sign, the wall has been repaired and repainted in the same color, feed signs have been replaced as closely as possible to their previous locations, and the same Syntax sign from the west has been added, so that the signage matches on the east and west as it always has.

All signs are attached in the original fashion, with screws and washers going into concrete anchors.



FIGURE 6



Before: Historic “Livestock” sign on north bins is missing the entire left side, presumably lost to wind.

After: Replicated sign installed in same location. All signs are affixed as originally, with screws and washers going into wood or anchors.

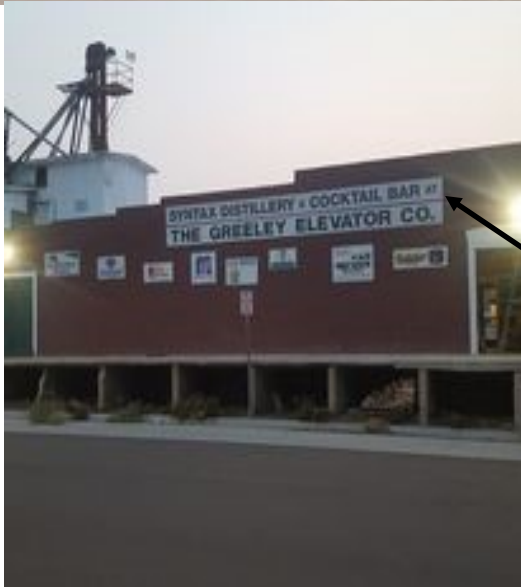


FIGURE 7



Before: Historic "The Greeley Elevator Co" sign on the west side.

After: Syntax sign in same font and same style as historic sign, historic sign has not been moved or altered in any way. New Syntax sign is hung in the same fashion as the old sign, screws and washers into concrete anchors.



After: East side of building, Syntax signage added to match the signage that was added on the west side.



Site Map - 700 6th Street, Greeley Elevator Bldg



Created: July 7, 2017
By: COG Planning, Hist Pres, GIS

*Based on Composite of 2007 Army Corps of Engineers Flood Study and Colorado Area of Ecological Significance

Legend



700 6th Street



Parcels



Structure



Notes:

All placename data was digitized from aerial photographs dated 1947, 1992, 1993, 2000, and 2008. Updates are continual and data representations will change over time. This product is not necessarily accurate to engineering or surveying standards but does meet National Mapping Accuracy Standards (NMAS). The information contained within this document is not intended to be used for the preparation of construction documents.

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