



**MANITOU SPRINGS
HISTORIC PRESERVATION COMMISSION
REGULAR MEETING MINUTES
Wednesday, May 1, 2019**



I. CALL TO ORDER

The Regular Meeting of the Manitou Springs Historic Preservation Commission was held on Wednesday, May 1, 2019, in Council Chambers at 606 Manitou Avenue. Chairwoman Casey declared a quorum present and called the meeting to order at 6:03 pm. The following Commissioners attended:

PRESENT:	Chair LISETTE CASEY Vice Chair ROBERT JACKSON Commissioner ANN NICHOLS Commissioner JOY PORTER
ABSENT:	Commissioner TAMMILA WRIGHT (excused) Commissioner NICK BODOR (excused)
STAFF:	Michelle Anthony, Senior Planner Dylan Becker, Planner I
GUESTS:	Natalie Johnson, Creative District Director

II. APPROVAL OF MINUTES

ITEM 1. April 3, 2019

MOTION:

Commissioner Nichols moved to approve the April 3, 2019 Regular Meeting Minutes of the Historic Preservation Commission, as presented.

SECOND:

Commissioner Porter seconded the motion.

DISCUSSION:

There was no discussion regarding the motion.

VOTE:

Motion passed, 4-0.

III. NOTICE OF COUNCIL ACTION

There was no Notice of Council Action to Report.

At this time, Chairwoman Casey explained the public hearing procedures to the audience and asked if any Commissioners had ex parte communications or conflicts of interest to declare. Hearing none, the meeting continued.

IV. UNFINISHED BUSINESS

There was no Unfinished Business to discuss.

V. NEW BUSINESS

ITEM 2. MCAC 1904 – Material Change of Appearance Certification (New Construction) – 17 Mayfair Avenue – Joshua and Aaron Smit on behalf of Richard and Sharon Smit, Owners

Michelle Anthony, Senior Planner, presented the Staff Report dated April 26, 2019.

Commissioner Porter stated she wanted to compliment the homeowners and was grateful for the improvements thus far.

Commissioner Porter inquired if there was any regulation or requirement for foliage to be replanted. Ms. Anthony responded this was slightly outside of the purview of the Commission which meant it was not something they could require, but was something which the Commission could encourage.

Chairwoman Casey inquired if any changes were proposed to the chain-link fence due to changes in access. Ms. Anthony responded she assumed the Applicants would install a gate or leave it open.

Hearing no further questions for Staff, Chairwoman Casey invited the Applicants to the podium.

Aaron Smit, 17 Mayfair Avenue, stated the only correction he wanted to make was in regard to the garage doors which were twelve feet (12 ft.) wide, as opposed to sixteen feet (16 ft.) wide as mentioned in the Staff Report. Mr. Smit also stated he was unsure as to their intentions regarding the fence and access to the proposed garage, but wanted to ensure the privacy and safety of guests.

Chairwoman Casey inquired of Mr. Smit their intentions regarding the driveway and materials. Mr. Smit responded he was unsure, at this time, what material would be used regarding the driveway, but did intend to have a concrete parking area on the property which may be extended down the length of the driveway area.

Commissioner Nichols inquired if the materials for the windows and doors were known. Mr. Smit responded the windows and doors had not yet been selected, but the garage doors would be of a carriage house style.

Chairwoman Casey inquired, regarding the lighting, whether this would also have a carriage house design. Mr. Smit responded in confirmation this was his intention.

Mr. Smit inquired if the addition of a pergola cover connecting the garage and main house was required to be approved by the Commission. Ms. Anthony responded this element was not very visible from the right of ways and, unless the intention was to have the pergola coming out of the second story of the garage, may be approved administratively by Planning Staff.

Hearing no further comment from, or questions for, the Applicants, Chairwoman Casey opened the Public Hearing for public comment. Hearing none, the meeting continued.

Commissioner Porter stated she felt the proposed improvements would greatly improve the historic aesthetic of the neighborhood.

MOTION:

Commissioner Porter moved approve MCAC 1904 for the construction of the proposed Carriage House at 17 Mayfair Avenue with the finding the proposal promotes compatible architectural design of infill structures as called for in the Historic District regulations and with the following conditions:

- 1) Any concrete walkways or driveways visible from the street shall be colored per the City's approved mix. If these features are not proposed in concrete, the material shall be provided for Planning Department review and approval prior to purchase and installation.
- 2) The following shall be provided for the Planning Department's review and approval prior to or as part of the issuance of the Property Improvement Permit required to obtain the Building Permit:
 - the material specifications for windows and doors
 - exterior lighting design

SECOND:

Vice Chair Jackson seconded the motion

DISCUSSION:

There was no discussion regarding the motion.

VOTE:

Motion passed, 4-0.

VI. OTHER BUSINESS

ITEM 3. Discussion Regarding Proposed Messaging on Eastern Gateway Arch

Natalie Johnson, Creative District Director, presented messaging for the gateway signs. Ms. Johnson stated the current proposal was to maintain the existing message for the front gateway message and include a new gateway sign and message on the back side to be seen on exit of the City. Ms. Johnson stated she wanted to make the Commission aware of the discussion regarding the gateway sign messaging and of the language proposed.

Chairwoman Casey and the Commission gave Staff the directive to administratively approve and review the signage.

ITEM 4. Discussion Regarding Historic Preservation Month Activities

- Historic Preservation Awards Ceremony
- Historic Preservation Award Nominees
- Designation of Preservation Pioneer Awardee
- Historic Preservation Month Resolution

The Commission discussed some of the properties which had come before them in the past two (2) years. Michelle Anthony, Senior Planner, provided a spreadsheet to the Commissioners to evaluate and vote on award recipients. Ms. Anthony requested the voting sheets be returned to her by no later than May 3, 2019.

The Commission determined the Manitou Springs Fire Department was the best option for receiving the Preservation Pioneer Award for their efforts and work in archiving historic records and their role in the creation of the Fire Museum at Miramont Castle.

Ms. Anthony recommended the Fire Museum at Miramont Castle as a potential location for the Historic Preservation Awards Ceremony as this was befitting of the Preservation Pioneer Award. A tentative date of Thursday, May 23, 2019 was selected for the ceremony.

Ms. Anthony stated she would update the Historic Preservation Month Resolution once the location and date of the Award Ceremony were confirmed and would go before City Council at the May 7, 2019 session.

VII. ADJOURNMENT

There being no further business before the Historic Preservation Commission, Chairwoman Casey adjourned the meeting at 7:05 p.m.

Minutes Prepared by: Dylan Becker, Planner I