



**MANITOU SPRINGS  
HISTORIC PRESERVATION COMMISSION  
REGULAR MEETING MINUTES  
Wednesday, April 6, 2011; 7:00 P.M.**

**I. CALL TO ORDER**

A Regular Meeting of the Manitou Springs Historic Preservation Commission was held Wednesday, April 6, 2011 in Council Chambers @ 606 Manitou Avenue. Chairwoman Wingate called the meeting to order at 7:05 pm. The following were in attendance:

**PRESENT:** Commissioner CHARLES CASE  
Commissioner VICKY BUNSEN DOUCETTE  
Commissioner ANNE HYDE  
Commissioner ANN NICHOLS  
Chairwoman MOLLY WINGATE  
Commissioner TAMMILA WRIGHT

**ABSENT:** Vice Chair RANDY HODGES (excused)

**GUESTS:** Councilman Rick Barry

**STAFF:** Michelle Anthony, City Planner  
Kari Kilroy, Planning Assistant

**II. APPROVAL OF MINUTES**

**ITEM 1. Minutes from February 2, 2011 Regular Meeting.**

Commissioner Case pointed out that there was a typo on page 3. He noted that in the 8<sup>th</sup> paragraph “had picture windows” should have been “had picture windows.”

Chairwoman Wingate wanted the sentence on page 2 noting that she had asked if there were any *ex parte* contacts, etc. to be moved from before “V. New Business” to after “V. New Business”.

Commissioner Nichols noted that the motion on page 4 that she had made regarding MCAC 1101 (818 Prospect Place) was incorrect and asked that the sentence “...with the condition that the single lite picture window be replaced with one that maintains the original look of the cottage, for example, a one over one” be deleted from the paragraph.

**MOTION:** Commissioner Nichols moved to approve the minutes with the revisions.

**SECOND:** Commissioner Hyde seconded the motion.

**DISCUSSION:** None.

**VOTE:** Motion passed, 5-0 (Commissioner Doucette abstained).

**ITEM 2. Minutes from March 2, 2011 Regular Meeting.**

**MOTION:** Chairwoman Wingate moved to approve the minutes as presented.

**SECOND:** Commissioner Nichols seconded the motion.

**DISCUSSION:** None.

**VOTE:** Motion passed, 6-0.

**III. NOTICE OF COUNCIL ACTION**

None.

**IV. UNFINISHED BUSINESS**

*Chairwoman Wingate asked the Commissioners if they had any ex parte contacts or conflicts of interest to declare; there were none.*

**ITEM 3. MCAC 1102 – Material Change of Appearance Certification (New Construction) – 621, 623 & 627 Manitou Avenue – Ryan Lloyd (Architect) on behalf of Bert & Ruby Reissig, Applicant. (Continued from February 2, 2011 meeting)**

**DISCUSSION REGARDING REQUEST AND PUBLIC COMMENT:**

Michelle Anthony (City Planner) presented the Staff Report dated 04/01/11 noting that the properties were in the Midland historic subdistrict, not the Peakview subdistrict as noted on page 1 of the Staff Report.

Chairwoman Wingate commented that it was the first time that the Commission was seeing the [Historic Design Guidelines] Checklist used and she was happy to see it.

Commissioner Case wondered about the 2<sup>nd</sup> story windows on the existing home at 623 Manitou Avenue. Chairwoman Wingate said that the top windows were Queen Anne and Ms. Anthony noted that they were terrific windows and that there was more detail on the 2<sup>nd</sup> floor.

Chairwoman Wingate invited the Applicant to the podium.

Ryan Lloyd (Applicant), 202 Echo Lane in Colorado Springs, thanked Ms. Anthony for a thorough review and mentioned that he would like to hand out a letter from neighbor Rolf Jacobson. Ms. Anthony indicated that the Commission was already in possession of a copy of the letter. Mr. Lloyd then said that he agreed with Staff's conditions and mentioned that he had researched the property at 621 Manitou Avenue but had had no luck finding any historic information so far.

Commissioner Doucette mentioned that she could see evidence of something vertical at the bottom of the plywood covering the windows at 621 and wondered if anyone had researched it. Mr. Lloyd said that the inside of the windows were also covered and that no selective demolition had been done yet. He also said that the existing door was 30" wide and was residential so he guessed that it was not an 80-year-old door.

Commissioner Doucette asked if Mr. Lloyd knew when the property (621) was last occupied and Mr. Lloyd replied "no". Ms. Anthony mentioned that she had been here for 25 years and it had been long unoccupied before she came here. Commissioner Nichols said that she could not remember it ever being anything. Commissioner Wright remembered being babysat in the house (623).

Ms. Anthony confirmed with Mr. Lloyd that he was not averse to looking for historic evidence.

Ms. Anthony suggested that the Commission change 621 Manitou Avenue's Condition #1 by adding "photographic or physical evidence" to the wording.

Commissioner Case remarked that the interior layout of the 2<sup>nd</sup> floor for the new home at 627 allowed for a window on the east side and said that it was magnificent what Mr. Lloyd had done with the roof.

Commissioner Doucette confirmed with Mr. Lloyd that the footprint at 621 would remain the same and commented that the front was rather flat. She suggested installing an awning or something. Mr. Lloyd liked her suggestion but noted that the building was only 7' tall and that it was right on the sidewalk so an awning would be bumped into by passersby. Commissioner Doucette asked if there was a step down into the building and Mr. Lloyd said that there was. He also thought that the sidewalk was higher now than when 621 was first built.

There was no public comment.

Commissioner Case remarked that he liked the design and other Commissioners agreed.

Commissioner Wright said that the closed up commercial building (621) was sad, even if it was tiny.

Commissioner Doucette felt that the infill building (627) would provide interest and that the architecture would enhance the property.

Commissioner Wright felt that it was always a concern what the surrounding property owners felt so it was good to have that feedback.

**MOTION:**

Chairwoman Wingate moved to approve MCAC 1102 for rehabilitation of the commercial structure at 621 Manitou Avenue and construction of a new "Carriage House" structure to replace the existing garage at 627 Manitou Avenue with the following conditions:

**621 Manitou Avenue**

- 1) Photographic or physical evidence of the historic window and door details shall be researched and new windows and doors shall be based on whatever information is found. If this information is unavailable, the use of more typical plate-glass windows and a door consistent with the existing door should be considered. Window and door decisions can be Staff-approved.

**627 Manitou Avenue**

- 1) The manufactured stone veneer should match the stonework on the historic house at 623 Manitou Avenue.
- 2) The colored concrete specification shall be Staff-approved prior to installation.
- 3) Staff shall review proposed lighting for compatible design and to confirm conformance with the City's lighting standards.
- 4) A roof height of up to 27' is approved.
- 5) Given the nature of the lot, a front setback of 6' is approved.

**SECOND:**

Commissioner Wright seconded the motion.

**DISCUSSION:**

Commissioner Case suggested that the motion be based on the finding that the design, as presented and with the conditions, met the spirit and letter of the Design Guidelines.

Chairwoman Wingate and Commissioner Wright agreed with Commissioner Case's suggestion.

**VOTE:**

Motion passed, 6-0.

Chairwoman Wingate wanted it to go on the record that it was a happy design change and an agreeable process and that she was grateful that the design, as said by Commissioner Case, followed the spirit and letter of the Guidelines.

**V. NEW BUSINESS**

None.

**VI. OTHER BUSINESS**

**ITEM 4. Update on Preservation Month Activities and Awards**

Chairwoman Wingate mentioned that the barriers at the 1134 Manitou Avenue parking lot had been removed so she would support adding the property to the awards list.

Discussion ensued as to where to hold the ceremony. Ms. Anthony suggested the Community Congregational Church and Chairwoman Wingate suggested the Avenue Hotel B&B as a backup.

Chairwoman Wingate then referred to Staff's memo dated 04/06/11.

Regarding the proclamation, Ms. Anthony said that it would be on Council's April 19 agenda and that it would be good for some of the Commissioners to be there.

Regarding the library donations, Chairwoman Wingate noted that Staff's suggested books added up to less than \$100 and she recommended getting all the books. The consensus was agreement with Chairwoman Wingate's suggestion. Ms. Anthony suggested donating the books to the library during the April 19<sup>th</sup> Council meeting and Chairwoman Wingate suggested also having the books at the award ceremony for perusal.

Chairwoman Wingate wondered about scheduling a workshop and Ms. Anthony explained that from Staff's perspective something would not be able to get scheduled for Preservation Month (May). She suggested waiting to see how much money was left and what could be scheduled; maybe in September.

#### **ITEM 5. Update on City Council/HPC Worksession and Review of Tasks**

Ms. Anthony passed out the April 26 agenda for the worksession and Chairwoman Wingate began the discussion.

Ms. Anthony told the Commissioners that items for the packet were needed no later than Wednesday, April 20.

#### **ITEM 6. Follow-up on Board Retreat Items**

**a. Ordinance Revisions – Public Notice, Neighborhood Meetings, Appeal Process**

Ms. Anthony handed out recommended changes that were written in 2008 and went through the document explaining that the Council Bill and Ordinance numbers would change based on when the item went before Council.

She asked the Commissioners to think about the recommended changes and come back to the next meeting with comments. She would email the document to the Commissioners.

**b. Design Guidelines Updates**

**c. Demolition review – Update required information and better define how information is analyzed by City**

**d. Public Education – Information to contractors and Property Owners**

Ms. Anthony explained that she had no information yet for items b-d so they would be continued to the next meeting.

#### **VII. ADJOURNMENT**

As there was no further business before the Commission, Chairwoman Wingate adjourned the meeting at 8:12 pm.

*Minutes submitted by Kari Kilroy*