



**MANITOU SPRINGS**  
**HISTORIC PRESERVATION COMMISSION**  
**REGULAR MEETING MINUTES**  
**WEDNESDAY, September 7, 2016**

**I. CALL TO ORDER**

The Regular Meeting of the Manitou Springs Historic Preservation Commission was held on Wednesday, September 7, 2016, in Council Chambers at 606 Manitou Avenue. Chairman Minch called the meeting to order at 6:00 pm. The following Commissioners attended:

- PRESENT:** Chairman NEALE MINCH  
Vice Chairman ANN NICHOLS  
Commissioner BOBBY JACKSON  
Commissioner LISETTE CASEY  
Commissioner DEB MOORE  
Commissioner TAMMILA WRIGHT
- ABSENT:** Commissioner PATRICIA MCLEAN (Excused)
- STAFF:** Michelle Anthony, Senior Planner  
Sherri Johnson, Planning Technician

**II. APPROVAL OF MINUTES**

**ITEM 1.** August 3, 2016

**MOTION:**

Commissioner Nichols moved to approve the August meeting minutes as presented.

**SECOND:**

Commissioner Wright seconded the motion.

**DISCUSSION:**

There was no further discussion regarding the Minutes.

**VOTE:**

Motion passed, 5-0. Commissioner Casey abstained as she was not present for the August meeting.

**III. NOTICE OF COUNCIL ACTION**

**ITEM 2.** Preservation Incentives

Senior Planner Michelle Anthony reported the Incentives revisions were postponed to the September 20, 2016, City Council meeting due to the City Attorney having more comments on the ordinance than expected. Ms. Anthony said she would send the Commission the updated ordinance and a brochure that she had created to capture all the programs and incentives potentially available to properties in the historic district.

Chair Minch noted he had been reviewing the City of Fountain's budget and they had a mill levy generating close to \$100,000 for historic preservation activities.

#### **IV. UNFINISHED BUSINESS**

There was no Unfinished Business to discuss.

*At this time, Chairman Minch explained the public hearing procedures to the audience and asked if any Commissioners had ex parte communications or conflicts of interest to declare. Chair Minch stated he had a conflict of interest regarding Item 4 on the agenda and would recuse himself from that portion of the meeting. Hearing no other conflicts, the meeting continued.*

#### **V. NEW BUSINESS**

**ITEM 3. MCAC 1612** - Material Change of Appearance Certification (Addition) - 386 Pilot Knob Avenue - Jeff Bieri, Applicant

Senior Planner Michelle Anthony presented the staff report dated September 1, 2016.

Chair Minch asked if there were any questions for staff. Hearing none, the applicant was invited to the podium.

Jeff Bieri, 386 Pilot Knob said he had no concerns regarding the staff report and there were no changes to the plans since his submittal. Mr. Bieri said the lot needed to be replatted, but he was waiting for MCAC approval first. He stated he was fine with the recommendation for double hung windows and there would likely be some small retaining walls breaking up the grade on the sides of the house to gain entry to the bottom levels which he understood needed to be clad in stone. Mr. Bieri indication there might be some design variation in the deck railing because he liked something horizontal rather than vertical for a more contemporary look. He was in agreement with all the recommendations regarding the windows and lighting. Mr. Bieri asked if there would be any problem with adding more windows to the front of the house if they would also be double hung. Ms. Anthony stated she felt this would be compatible with the neighborhood and the Design Guidelines.

Mr. Bieri said, if money allowed, he was considering adding solar panels to the south facing roof. Ms. Anthony replied solar panels could be administratively approved if they are low-profile and follow the angle of the roof.

Mr. Bieri said he would get the replat moving and submit final designs. Ms. Anthony stated minor revisions as discussed could be approved at a staff level.

Mr. Bieri asked about the property behind him, owned by the City. Ms. Anthony said Mr. Burkholder had given the Mayor a request to put the question of sale of the property on a City Council agenda and suggested Mr. Bieri contact the Mayor about this.

Chair Minch asked if there were any questions for the applicant. Hearing none, the meeting was opened to the public. There being no public comment, the Public Hearing was closed.

**MOTION:**

Commissioner Nichols moved to approve **MCAC 1612** for an addition to the existing, single family home at 386 Pilot Knob Avenue as proposed and amended by the following conditions:

1. The windows on the front elevation of the proposed addition shall be redesigned to reflect the window operation, scale and pattern found on the front elevation of the existing house. Any additional windows on the front of the addition may be approved administratively.
2. The design and location of exterior lighting shall be provided for Staff review and approval prior to issuance of any permits for building.
3. Stucco areas shall be colored in darker tones to minimize their appearance. Final color choice to be approved by Staff.
4. Board/batten siding and the stucco on the front elevation of the addition should be reversed between the larger building wall and the exterior of the smaller access area.
5. Any new retaining wall areas shall be clad in stone or manufactured stone compatible with stonework in the area and as approved by the Planning Staff. Mortar shall be integrally colored to blend with stonework.
6. Any areas of concrete walks or steps surrounding the home and visible from the street shall be colored to the Manitou Springs selected mix, or as approved by the Planning Staff.
7. Any surfacing of the existing driveway shall be asphalt, colored concrete or concrete pavers.

Commissioner Nichols further found the addition will be compatible with the surrounding neighborhood.

**SECOND:**

Commissioner Moore seconded the motion.

**DISCUSSION:**

There was no further discussion regarding the motion.

**VOTE:**

Motion passed, 6-0.

**VI. OTHER BUSINESS**

**ITEM 4.** Request for Support of Request to City Council for Financial Support of the Manitou Springs, Heritage Center Capital Campaign

*Chairman Minch recused himself at this time and stepped down from the dais. Vice Chair Nichols assumed duties of the chair.*

David Walker, 26 Waltham Avenue and President of the Heritage Center Board, presented a power point entitled 2016 Capital Campaign for the Manitou Springs Heritage Center. Mr. Walker asked for the commission's support in making a recommendation to city council for financial support of the campaign to allow for purchase of the building housing the museum. It was noted the Heritage Center was requesting that the City match other fundraising efforts, such as the expected amount of \$16,000 in 2017.

**MOTION:**

Commissioner Nichols moved to recommend City Council approve financial support of the Manitou Springs Heritage Center's request for contribution to the Capital Campaign by providing matching funds of \$16,000 each year for the next five years.

**SECOND:**

Commissioner Moore seconded the motion.

**DISCUSSION:**

There was no further discussion regarding the motion.

**VOTE:**

Motion passed, 5-0.

*Chairman Minch resumed his seat at the dais at this time*

**ITEM 5.** Reminder: HPC Special Meeting on Hiawatha Gardens - 10 Old Mans Trail - September 15, 2016 at 6:00pm

Ms. Anthony reminded the commission of the special meeting being held regarding the 10 Old Man's Trail property on September 15, 2016.

**VII. ADJOURNMENT**

There being no further business before the Commission, Chairman Minch adjourned the meeting at 7:19p.m.

*Minutes submitted by Sherri L. Johnson, Planning Technician*