



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

**I. CALL TO ORDER**

The Regular Meeting of the Manitou Springs Historic Preservation Commission was held on Wednesday, December 7, 2016, in Council Chambers at 606 Manitou Avenue. Chairman Minch called the meeting to order at 6:02 pm. The following Commissioners attended:

- PRESENT:** Chairman NEALE MINCH  
Vice Chairman ANN NICHOLS  
Commissioner BOBBY JACKSON  
Commissioner ROGER ARMSTRONG
- ABSENT:** Commissioner DEB MOORE (excused)  
Commissioner TAMMILA WRIGHT (excused)  
Commissioner LISETTE CASEY (excused)  
Commissioner PATRICIA MCLEAN (excused)
- STAFF:** Michelle Anthony, Senior Planner  
Sherri Johnson, Planning Technician
- GUESTS:** Sara Hartley, Hazard Mitigation and Resiliency Manager  
Susan Watkins, Kezziah Watkins  
Priscilla Marbaker, Landscape Designer

**II. APPROVAL OF MINUTES**

**ITEM 1.** October 5, 2016

**MOTION:**

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

**SECOND:**

Chairman Minch seconded the motion.

**DISCUSSION:**

There was no further discussion.

**VOTE:**

Motion passed, 2-0. (Commissioners Jackson and Armstrong abstained as they were not at the October meeting.)

**III. NOTICE OF COUNCIL ACTION**

There was no notice of council action.

*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. Hearing none, the meeting continued.*

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

**ITEM 2. MCAC 1615** - Material Change of Appearance Certification (New Construction of Studio Addition) - 215 Ruxton Avenue – Marie Whittaker and Thomas Crossno, Applicants

Senior Planner Michelle Anthony informed the Commission the Applicant had indicated she might not be able to attend the meeting due to weather. She asked if the Commission wanted to hear the request and see if she could answer any questions, or postpone to January.

Chairman Minch asked if the Commission wanted to delay the item to later in the agenda to see if the Applicant arrived.

**MOTION:**

Commissioner Nichols moved to change the order to the Agenda and place this after Item 5 to allow time for the applicant to arrive

**SECOND:**

Commissioner Armstrong seconded the motion

**DISCUSSION:**

There was no further discussion regarding the motion.

**VOTE:**

Motion passed, 4-0.

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

**ITEM 3. MCAC 1617** - Material Change of Appearance Certification (Addition and Renovation) - 701 Manitou Avenue – City of Manitou Springs, Applicant

Senior Planner Michelle Anthony presented the staff report dated December 2, 2016

Chairman Minch asked for the definition of “fenestration”. Ms. Anthony replied it meant windows and doors, or openings within the façade.

Chairman Minch asked about the brick detail above the windows and if that would be carried over to the addition windows. Ms. Anthony said that level of detail had not been worked out. The intent was for there to be differences new and historic parts of the building, but if the Commission felt that detail should be included it could be a condition.

Commissioner Armstrong asked if there had been any discussion regarding the greenstone wall. Ms. Anthony replied that the proposal did call for a section of the wall to be removed to provide for traffic circulation and any greenstone not needed to finish the ends of the opening would be retained.

Hearing no further questions for Staff, the Architect was invited to the podium.

Roger Thorp of Thorp Associates introduced himself and the members of his team present. He provided some background on his firm, noting they had done several Carnegie libraries. Mr. Thorp hoped this rehabilitation would be an example that would encourage other owners of Carnegie libraries to treat their buildings similarly. He reviewed each level of the library and the possibility of including a working fireplace in the renovations.

Ms. Anthony asked about the existing vault in the lower level. Mr. Thorp indicated the vault would be removed as it was in poor shape.

Chairman Minch asked how many people the meeting rooms would accommodate. Mr. Thorp replied approximately 40 people in each room. Chairman Minch noted there was a need for equipped meeting rooms in town.

Ms. Anthony stated that the proposed plan was what she had hoped for when the project started and the presentation confirmed to her that the City had chosen the right people for the job.

Chairman Minch asked if there were any public comments. Hearing none, the Public Hearing was closed.

**MOTION:**

Commissioner Armstrong moved for preliminary approval of MCAC 1617 for an addition and renovation of the Manitou Springs Carnegie Library as presented and with the finding the proposal meets the intent of the Historic District Regulations and the Design Guidelines and is consistent with the Commission's purpose, which is to foster rehabilitation of structures, compatible infill, and protection of the historic district.

**SECOND:**

Commissioner Jackson seconded the motion.

**DISCUSSION:**

Chairman Minch stated this was a project the City could be proud of and was an example of stewardship of its historic buildings.

There was no further discussion regarding the motion.

**VOTE:**

Motion Passed, 4-0

**VI. OTHER BUSINESS**

**ITEM 4. Discussion Regarding Williams Canyon Phase IV Flood Recovery Project**

Hazard Mitigation and Resiliency Manager, Sara Hartley provided a brief update on the Williams Canyon Phase III project and apologized for not having more information in the Commission's packet.

Susan Watkins, of Kezziah Watkins, related that her firm was doing the public outreach for the project and this was part of the significant community involvement phase of the project. They were asking the community to provide thoughts and ideas. Ms. Watkins indicated they were at the meeting to listen to any concerns the Commission might have and briefly explained the process they intended to follow. Once the public comment process was completed, they would then come back to the Commission to share what was heard, how the project was addressing the community input, and what the proposed solutions would be. So far they had heard access was an issue, particularly for businesses. People also wanted solutions to be historically appropriate and were very interested in what would happen to Soda Springs Park as far as drainage. Citizens so far had been giving good ideas Ms. Watkins indicated they were documenting all the input. She asked for any questions.

Chairman Minch asked about the 10% chance of flood risk and how this was calculated. Ms. Hartley said the proposed improvements would likely not address the 100 year flood events. She noted a lot of historical data went into the flood calculation and part of this project was taking all the as-built documents for Williams Canyon Phase III and updating the flood insurance rate maps.

Discussion ensued regarding previous comments that had been provided regarding this project, when it was being managed by different personnel. It was noted the feedback had been concern regard the visual impacts of any curbside walls and that any permanent walls should be stone clad, and potentially not all the same pattern of stone depending on location and length of project. The Commission confirmed that timber walls were not preferred and not considered compatible.

#### **ITEM 5. Update Regarding Brook Street Bridge**

Senior Planner Michelle Anthony presented the memorandum dated December 2, 2016, and explained the City was in the mitigation portion of the Section 106 process. Ms. Anthony stated two Manitou residents had requested and were awarded Consulting Party Status by the Corps of Engineers.

Ms. Hartley explained how the demolition contract, which was postponed at the previous night's Council meeting had been put on that agenda. She indicated that had been scheduled before the Consulting Party requests had triggered an extended public comment period.

Ms. Anthony suggested that the Commissioners could comment during this period as individuals, if any chose to do so.

Commissioner Nichols suggested the Historic Preservation Commission provide comments to the Corps. Discussion ensued and the Commissioner's present agreed that they wanted to provide comments as a body.

Commissioner Nichols read a draft of comments she had prepared, which outlined the Commission's action regarding the Brook Street bridge, starting with the approval of a repair proposal.

Chairman Minch asked if there was any public comment.

John Graham, Dudley Avenue, stated he and former City Councilwoman Aimee Cox were the two residents who had been granted Consulting Party status. Mr. Graham highly encouraged the Commission to make comments to the Corp.

Bill Koerner, 205 Ruxton Avenue, stated he thought it would be a good idea to document, in detail, the chronology of the City's process in order to clean-up the record. He felt no one knew what happened or when and this also would established credibility for the Historic Preservation Commission's comments. Mr. Koerner stated he was not aware the Commission had voted on a repair plan for the bridge. He stated the repair option should be entertained again and, as a taxpayer, he was going to insist that happen. Mr. Koerner stated the HPC had a responsibility to find historically appropriate solutions and it appeared there was a reasonable costs to be able to do that.

Commissioner Nichols asked why the information in their packet was provided. Ms. Anthony replied she had provided what the Corps had sent to the Consulting Parties.

Ms. Hartley offered to send Ms. Nichols the presentation that was made in June to the HPC.

There was extensive discussion regarding enhancing the current timeline to see include the HPC's activity. Ms. Hartley noted a timeline had already been prepared and she would email that to Commissioner Nichols for any additions that needed to be made.

Councilman Bob Todd Commission, saying he had put together some prepared comments and passed these out to the members and audience.

The Commission consensus was Ms. Nichols should amend her statement and the timeline and would email this the full Commission for comments and finalization.

**MOTION:**

Commissioner Nichols moved that the Historic Preservation Commission would make formal comments to the Army Corps of Engineers, noting that she would draft the comments and a timeline of HPC actions and forward these to the full commission for review and approval.

**SECOND:**

Commissioner Armstrong seconded the motion.

**DISCUSSION:**

There was no discussion regarding the motion.

**VOTE:**

Motion Passed, 4-0

**ITEM 2. MCAC 1615 - Material Change of Appearance Certification (New Construction of Studio Addition) - 215 Ruxton Avenue – Marie Whittaker and Thomas Crossno, Applicants**

Chairman Minch noted the applicant had not arrived and indicated he felt that Applicant should be present for any hearing. Commissioner Nichols agreed.

**MOTION:**

Commissioner Jackson moved to postpone consideration of this request until the regular January meeting.

**SECOND:**

Commissioner Armstrong seconded the motion

**DISCUSSION:**

There was no further discussion regarding the motion.

**VOTE:**

Motion passed, 4-0.

**ITEM 6.** Discussion and Recommendation Regarding Draft Board/Commission Action Form

Senior Planner Michelle Anthony presented the memorandum dated December 2, 2016, and asked if there was any input to please email that to her.

**ITEM 7.** Update Regarding Our Lady of Perpetual Help Church @ 218 Ruxton Avenue

Ms. Anthony had no update regarding the Catholic Church and had not heard any more discussion or had more inquiries.

**ITEM 8.** Update Regarding Hiawatha Gardens Working Group

Chairman Minch stated he would email the Commission with an update regarding the progress of the working group.

**VII. ADJOURNMENT**

There being no further business before the Commission, Chairman Minch adjourned the meeting at 8:32p.m.

*Submitted by Michelle Anthony, AICP, Senior Planner*