



**TOWN OF PAGOSA SPRINGS HISTORIC PRESERVATION BOARD
SPECIAL MEETING MINUTES**

**WEDNESDAY, FEBRUARY 13, 2012 @ 4:00P.M.
TOWN OF PAGOSA SPRINGS, TOWN HALL, SMALL CONFERENCE ROOM**

- I. **Call to Order / Roll Call** –Wendy Sutton (WS) and Chrissy Karas were present.
- II. **Approval of Minutes:**
 - A. Approval of December 2012 and January 16, 2013 meeting minutes:
The HPB approved the meeting minutes from December 12, 2012 and January 16, 2013.
- III. **Sign Review:** NA
- IV. **Landmark Designations:** NA.
- V. **Alteration Certificate Review:** NA.
- VI. **Tax Credit Review:** NA.
- VII. **Project Review:** NA.
- VIII. **Decision Items:**
 - A. Annual Election of HPB Chair and HPB Vice Chair.
This item was Tabled. Wendy Sutton will be the Acting Chair until an election is conducted.
 - B. Annual Establishment of Regular Meeting Schedule.
The HPB decided to maintain the regular meetings on the second Wednesday of each month at 4pm in Town Hall until new members were appointed to the board.
 - C. Historic Preservation Month Activities.
Staff was directed to send out the list for Board members to edit. Staff was asked to check on the status of the Town Hall display case for use during the Month of May to display cultural art work and/or information. Staff was asked to look at expanding the poster contest to all students via an article in the paper and contacting public school teachers.
 - D. Decide on downtown survey questions.
Staff was directed to send out via Email, the survey questions developed by Shari Pierce for the historic district property owners and tenants. The board will provide additional comments and additional questions to include in the survey, and return to staff to submit to Shari Pierce for her to continue the survey.
- IX. **Discussion Items:**
 - A. Attendance at 2013 Saving Places Conference.
Staff reported that rooms have been booked and conference registrations booked for Chrissy Karas, Andre Redstone and David Schanzenbaker.

- B. State Colorado History and Heritage Tourism, local presentation ideas.
Staff reported that we had heard back from Dan Corson from History Colorado who is very interested in participating in a community presentation regarding the benefits of Historic Preservation. Staff has not heard back from the State Tourism office as of yet. tentative date for the presentation is end of February to mid March.
 - C. Recruiting additional HPB members.
Staff was directed to provide the HPB with the last article for soliciting new HPB members, for the board to edit and develop a new article for soliciting new members, to be distributed to local media's and local groups, boards and commissions.
 - D. Engaging other community entities.
Staff presented a response from the TTC regarding incorporating more Heritage Tourism information in their marketing efforts.
 - E. Other:
Staff was asked to draft a proposal to amend the LUDC which currently requires the HPB to approve exterior signs, to an administrative approval process.
- X. **Reports and Comments:**
- A. Planning Directors report: Staff Report to be available at the next meeting.
 - B. Next Scheduled HPB meeting:
Wednesday March 13, 2013 at 4pm in Town Hall.
- XI. **Adjournment:** Meeting Adjourned at 6:15pm.



Wendy Sutton, HPB Vice-Chair