

HISTORIC PRESERVATION BOARD

TOWN OF PAGOSA SPRINGS

SPECIAL MEETING MINUTES

DATE: MARCH 17, 2011

I. Call to Order / Roll Call

Shari Pierce, Wendy Sutton and Twila Brown were present.

II. Approval of Minutes

A. Approve February 10, 2011 HPB regular meeting minutes.

Twila Brown motioned to approve the February 10, 2011 HPB meeting minutes.

Wendy Sutton seconded the motion which was unanimously approved.

III. Sign Review

A. La Bella sign review for 422 Pagosa Street.

Staff presented a sign proposed for 422 Pagosa Street for La Bella. The proposed wall sign is 23" x 78" = 12.42 sq ft. The placement of the wall sign is under the ground level window above the staircase down to the store, which is the location of previous signs for this building unit.

The sign colors are: sign Border is consistent with SW Rookwood Dark Green; sign Background is consistent with SW Birdseye Maple and the Sign Text is consistent with Rookwood Red from the HPB approved Color Pallets. Shari Pierce asked staff to look at sign guidelines regarding limits for businesses related to limits for buildings and to compare with Durango. Wendy Sutton motioned to approve the Sign as proposed, Twila Brown seconded the motion which was unanimously approved.

IV. Landmark Designations NA.

V. Certificate of Alteration Review NA.

VI. Tax Credit Review NA.

VII. Project Review NA.

VIII. Decision Items

A. 2011 Certified Local Government (CLG) Grant awarded.

Staff presented that we have received a \$3,500 CLG grant award and that the HPB needed to determine how to spend the awarded funds. The HPB determined to spend the funds on additional property designation plaques and for board attendance at next years Saving Places conference.

C. Approve Letter to Historic District and designated property tenants and owners.

Staff presented a letter for Historic building and District owners and tenants, describing the historic preservation code and HPB efforts. Staff will distribute by hand to business owners and mail to all property owners

D. Hill Top Cemetery Mapping Project Scope and grant possibilities.

HPOB discussed the Hill Top Cemetery mapping project. Wendy Sutton mention that Fort Lewis may has ground penetrating radar that may be beneficial for the project, and that the Boy Scotts could be a good volunteer organization for clean up efforts. Twila Brown mentioned a low cost mapping that seemed inexpensive and that we should ask the Bayfield cemetery about their efforts. The HPB asked staff to look at other cemetery mapping projects and what electronic file scanning programs for searchable records that may be available.

IX. Discussion Items

A. Historic District Sandwich Board Sign guideline discussion.

Staff presented finding from some internet research regarding historically themed sandwich board (SB) signs that resulted in only one company offering one style. Staff continued to suggest the HPB look at increasing the SB size allowed for the district. HPB decided to continue to consider options.

B. Heritage Tourism Pocket Guide.

Staff presented a draft outline of info for the Pocket guide. Shari Pierce and Wendy Sutton mentioned that there seemed to be a number of typos and possible mis-information. Staff asked the Board if they were willing to proof read and red line the draft so that the project can move forward with their blessing. James mentioned that we were still looking for some material to include and asked for suggestions. Staff stated that the deadline is April 08, 2011 for the guide and any comments should be sent the week prior.

C. Historic Preservation Month activities.

Staff presented a draft list of activities that have been confirmed.

X. **Reports and Comments**

A. Next Regular Scheduled meeting, Thursday April 14, 2011 at 4pm in Town Hall.

XI. **Adjournment**

meeting adjourned at 5:45pm

Minutes Approved: _____ Shari Pierce, HPB Chair

DRAFT