



Town of Pagosa Springs Historic Preservation Board  
Wednesday, March 23, 2016  
Regularly Scheduled Meeting - Staff Report

**I. Call to Order / Roll Call:**

**II. Announcements:**

**III. Approval of Minutes:**

A. Approval of February 24, 2016 Regularly Scheduled Meeting Minutes.

Staff recommends the HPB approve the February 24, 2016 regularly scheduled meeting minutes after finding they are accurate.

**IV. Public Comment:**

Opportunity for the public to provide comments and to address the Historic Preservation Board on items not on the Agenda.

**a.** TIME LIMIT: Up to 2 minutes per person and a total of 20 minutes.

At this time, Public Comment will be accepted for items not included as an agenda item. Interested persons have the opportunity to address the Historic Preservation Board and express your opinions on matters that are not on the agenda or not listed as a public hearing item on the agenda. Public comments on any pending application that is the subject of a public hearing at the current or a future meeting may only be made during such hearing. The total time reserved for Public Comment at each meeting is 20 minutes, unless extended by a majority vote of the Planning Commission and each comment is limited to 2 minutes.



**TOWN OF PAGOSA SPRINGS**  
**Historic Preservation Board**  
Regularly Scheduled Meeting Agenda  
Wednesday, February 24, 2016 @ 5:45p.m.  
Regularly Scheduled Meeting Staff Report  
Town Hall, 551 Hot Springs Blvd.

**I. Call to Order / Roll Call:**

Chair Peggy Bergon called the meeting to order at 5:48 PM. In attendance were vice chair Lindsey Smith, regular members Chrissy Karas, Judy James, and Andre Redstone. Also in attendance were Planning Director James Dickhoff and Associate Planner Rachel Novak.

**II. Announcements:**

Peggy Bergon thanks the Board for allowing her to become the chairperson. Says that the Board is very busy and the meetings need to be more structured and stay on tract. Peggy Bergon believes that the Board will be more structure and follow "Robert's Rule." The chair can make motions, second motions, and vote. All conversations need to be focused and each member has 30 seconds at a time (twice only) to talk about an issue. The member that makes a motion has the right to first discuss it and other members can follow. Motions should be brief and the meeting should continue quickly. At the end of a meeting where members can present ideas, there will be no discussions on presented ideas. These ideas will be added to the next meeting's agendas. The meeting will end at 7:15 PM and from hence forward the Chair will declare an ending time instead of a beginning time. Chair Peggy Bergon is not supportive of undeclared meeting attendees. If guests are invited to meetings the Chair would like to know when they will be attending a particular meeting. Members can only speak once the Chair gives that member the floor.

**III. Approval of Minutes:**

*Approval of the February 10, 2016 HPB Regularly Scheduled Meeting Minutes:*

Chair Peggy Bergon approves minutes as presented.

**IV. Public Comment: None Received**

**V. Decision Items:**

**A. 125<sup>th</sup> Anniversary celebrations and Historic Preservation Month activities:**

Chair Peggy Bergon moves to approve the movie "Into the West" as this year's movie to present. Judy James seconds this decision. Unanimously approved. Peggy Bergon moves to continue the walking tours this year, not only for the month of May, but other dates as well. Staff will look into communication devices for these tours as Main Street is very busy and can get quite loud. Peggy Bergon would like to move the rest of this discussion until the next meeting date. Judy James moves to approve the lecture series. Peggy Bergon suggests a logging lecture series as logging was a huge part of Pagosa's history. Peggy Bergon second's this and decides to table this discussion until next meeting. The Board suggests Riff Raff as a possible location for a lecture series. The Student Poster Contest will be contacted through the schools and Andre Redstone will talk to Principal's and art teachers. Peggy Bergon would like to discuss the idea of

printing on banners. Staff has provided price quotes for printed banners. Staff will research local options for possible printing alternatives (Design a Sign and Trish Lash). Peggy Bergon moves to approve the contest question and statement. The Board moves to approve the combination question on the Banner Design Contest handout. Unanimously approved. Lindsey Smith suggests that 3 weeks may not be enough time for the contest and for the children to get their designs together. Chrissy Karas moves to approve the contest for March 28- April 22. Judy James second's. Unanimously approved. Chrissy Karas moves to discuss an adult poster contest. Judy James second's and the floor is open to discussion. Chrissy Karas suggests that the prize should be greater for an adult category. Peggy Bergon asks who will judge the artwork for this category: possibly local artists, the Board, or other sources. Chrissy Karas suggests other banner locations around Pagosa Springs. Peggy Bergon suggests tabling the discussion for the adult poster contest. Peggy Bergon asks for any more comments. Chrissy Karas amends the motion to discuss the adult banner contest until the next meeting. Judy James second's. Unanimously approved. Peggy Bergon asks for more comments. None received.

*B. Sandwich Board Sign Survey:*

Staff would like to have feedback provided over newsletter content. Chrissy Karas moves to discuss the content over email. Lindsey Smith second's. Unanimously approved. Peggy Bergon questions the tree planter beds on question 6 of the survey. Planning Director James Dickhoff says that there may be underground utilities underneath. Chrissy Karas states that there is a local group that plants flowers every year in the tree planters. Chrissy Karas also states that the sandwich board signs are getting busy and a larger problem. Planning Director James Dickhoff says that the district is interested in wider sidewalks and removing the planters would cause the trees to be planted deeper. However, wider sidewalks could open many possibilities. Judy James states that Durango has sandwich board signs in their storefronts, but on private property. Andre Redstone states that there should be an option to include: keeping trees or removing trees and get wider sidewalks on the survey. Chrissy Karas volunteers to hand deliver letters to tenants. Judy James also volunteers to hand deliver letters to tenant. Staff will get all letters and surveys prepared by the March 9<sup>th</sup> meeting. Lindsey Smith volunteers as an alternate to deliver letters. Judy James asks if the HPB should slow down on the survey and suggests allowing businesses more time to get feedback. Chrissy Karas moves to discuss the newsletter and survey over email and to make a motion at the next meeting March 9<sup>th</sup>. Lindsey Smith seconded. Unanimously approved. Peggy Bergon asks for any more comments. None received.

*C. Projecting Sign Proposal for 480 Lewis Street:*

No updates.

**VI. Discussion Items:**

Chrissy Karas would like to table the 468 plaque as the building is not complete yet. Planning Director James Dickhoff would like to source old photographs of the building for the plaque.

**VII. Reports and Updates:**

*A. Planning Department Director Update:*

Planning Director James Dickhoff discussed the staff report from the Town Council meeting. James Dickhoff addresses that he presented the HPB letters and concerns over the Heritage Brochure, gave the Council the tax credit information, and requested an annual work session between the HPB and Town Council. He also briefly discussed

the Court House plans with Town Council. The Planning Commission is looking to back fill their 5-year capital improvement plan with projects. Planning Director James Dickhoff discusses other projects currently happening in the Town. Chrissy Karas asks who built the bridge for the bridge replacement project. Planning Director James Dickhoff states that there are many issues contributing to the bridges failure and Big-R Bridge built the original project, but did not design it. Staff has completed an aerial survey to help with map creations.

B. *Opportunity for HPB members to briefly present ideas and suggestions as well as potential future agenda items for the HPB's consideration:*

Andre Redstone would like to discuss the Heritage Brochure. Planning Director James Dickhoff states that the TTC would like to reprint the same brochure, but with edits. The HPB will have an opportunity to review the content. Chrissy Karas suggests to apply for a CLG grant to help with the creation of a new brochure. Chrissy Karas moves to get this topic on the agenda. Judy James second's. Andre Redstone would like to modify the motion to include the correspondents from today (02/24/16) between the Town Manger, the Mayor, James Dickhoff, and Andre Redstone in regards to the Heritage Brochure edits. Judy James second's. Unanimously approved.

VIII. **Public Comment:** None Received

IX. **Adjournment:**

**HPB Board Members**

**Peggy Bergon:** HPB Chairperson, **Lindsey Smith:** HPB Vice-Chairperson  
**Chrissy Karas:** HPB Regular Member, **Andre Redstone:** HPB Regular Member,  
**Judy James:** HPB Regular Member, **Brad Ash:** Alternate Member

**HPB Mission Statement**

"Moving Forward While Preserving the Past"

To provide leadership, engage and encourage partnerships within our community of Pagosa Springs and Archuleta County, increase public appreciation by creating awareness, promoting the preservation of our irreplaceable diverse cultural heritage, architecture, and economy *while* sharing the stories of our past with ideas for the future

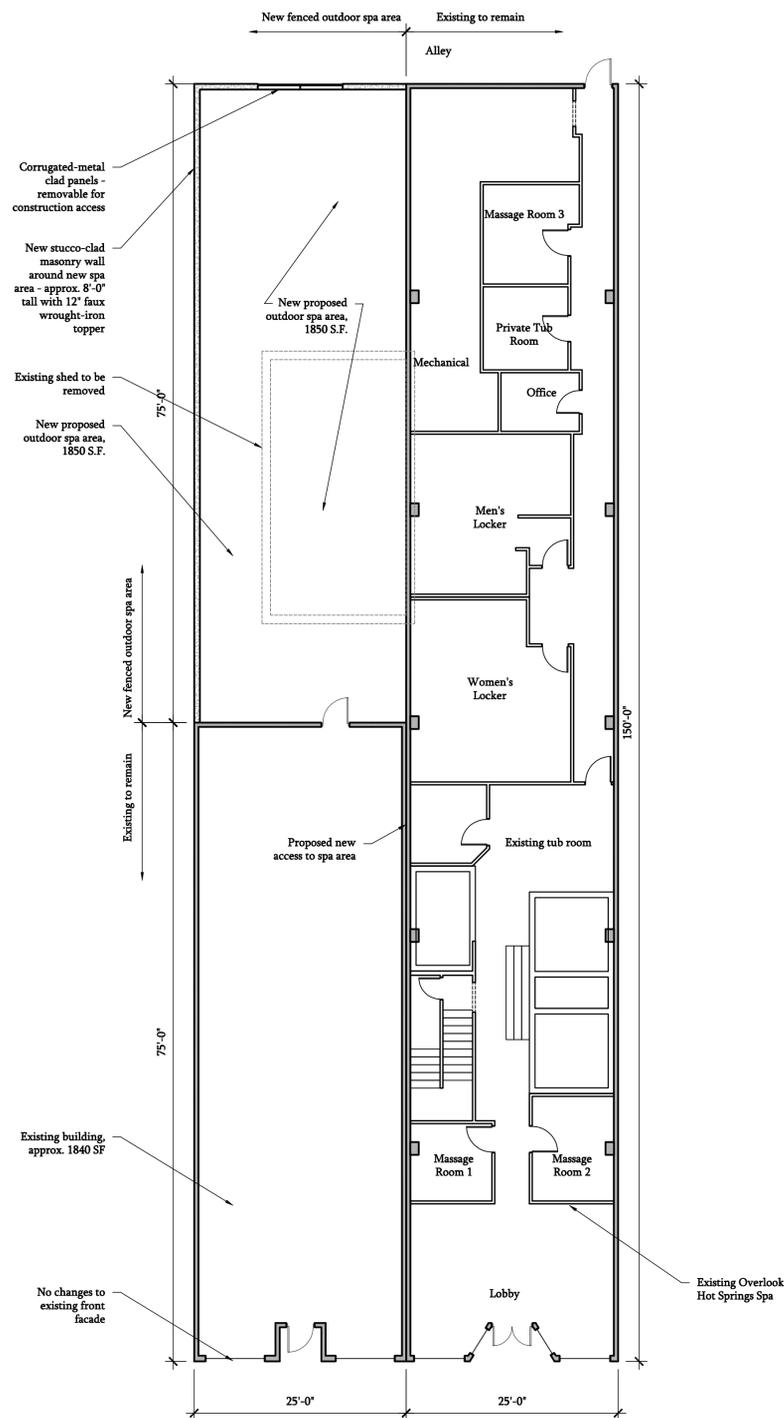
**V. Decision Items:**

- A. New Construction, 434 Pagosa Street, New Proposed Courtyard Privacy Wall.

|                         |  |
|-------------------------|--|
| <b>Application:</b>     | On March 18, 2015, the Planning department received the application for “Exterior Alteration”. |
| <b>Address:</b>         | 434 Pagosa Street, the former Moonlight Books business.  |
| <b>Historic Nature:</b> | The property is not listed, however, it is located within the historic district.               |
| <b>Historic Survey:</b> | Conducted in 2001, attached.   |
| <b>Property Owner:</b>  | Rohwer, under purchase contract.   |

|                          |  |
|--------------------------|--|
| <b>LUDC REFERENCES</b>   | <p><b>8.5 RELOCATION, ALTERATIONS, AND NEW CONSTRUCTION</b></p> <p>8.5.1. No person shall be permitted to carry out any relocation, alteration, or new construction of a structure or other feature on a designated Historic Landmark or on/in a property within a Historic District without first obtaining a Certificate of Alteration for the proposed work.</p> <p>8.5.2. The property owner of record must submit a completed Certificate of Alteration to the Administrative Officer. Upon determination that the certificate of alteration application is complete, the Administrative Officer shall forward the application to the Historic Preservation Board.</p> <ul style="list-style-type: none"> <li>A. Within 30 days of receipt of the application, the Historic Preservation Board shall review the application and motion to approve, approve with conditions, or deny the certificate of alteration.</li> <li>B. If the proposed alterations are significant in scale, the Historic Preservation Board may, in its discretion, conduct its review in a public hearing. A proposed alteration is significant in scale if it would have an impact on the history, archeology, architecture, or culture of the Town, the local region or the nation.</li> </ul> <p>8.5.3. A Certificate of Alteration may be issued by the Historic Preservation Board only if the Board can determine the following:</p> <ul style="list-style-type: none"> <li>A. The proposed work will not detrimentally alter, destroy or adversely affect any architectural or landscape feature that contributes to the original Historic designation</li> <li>B. The proposed work will conform to adopted design criteria and guidelines.</li> <li>C. The proposed work will conform to the United States Secretary of Interior’s Standards for Rehabilitation and the Treatment of Historic Properties.</li> </ul> |
| <b>PROPOSED EXTERIOR</b> | <p>The proposed new construction consists of the installation of a courtyard privacy wall, that will house additional bathing tubs for the Overlook Spa. The extent of the improvement is based from the Alley side of the property. The Wall will provide privacy for bathers.</p> <p>Attached are renderings of the proposed wall.</p>   |

|                     |  |
|---------------------|--|
|                     | <p>Also Attached, the historic property survey.</p> <p>In general, the 8-foot-tall wall will either be poured concrete or a CMU block wall, covered with a colored stucco treatment, with internment glass blocks and removable corrugated metal panels along the alley side for future delivery and construction access, and a top of wall decorative fencing.</p> <p>There is a shed on the property that is proposed to be removed. This structure is not mentioned in the historic survey.</p>   |
| ANALYSIS            | <p><b><u>“434 Pagosa Street Historic Resource Survey”:</u></b><br/>Pursuant to the Historic Resource Survey conducted in 2001, the building appears have been limited to the current foot print. The shed proposed to be demolished does not appear on the survey.</p> <p><b><u>“The Secretary of the Interior’s Standards for Rehabilitation”:</u></b><br/>The raw property does not appear to have any significant architectural historic features. The proposed new construction is appearing consistent with the historic district.</p> <p><b><u>TOPS “Historic Business District and Local Landmark Design Guidelines”:</u></b><br/>The land behind the building at 434 Pagosa Street building does not appear to have any significant architectural historic significance.</p>   |
| ATTACHMENTS         | <p>~ Architect Drawings.<br/>~ Historic Resource Survey for 434 Pagosa Street.</p>   |
| ALTERNATIVE ACTIONS | <p>Staff recommends the HPB consider the proposed “New Construction” as it applies to the standards set forth in the TOPS LUDC, TOPS Historic Business District &amp; Local Landmark Design Guidelines and the Secretary of the Interior’s Standards for Rehabilitation, for the board’s determination for the application. The following are possible alternative actions for the HPB’s consideration only.</p> <ol style="list-style-type: none"> <li>1) <b>APPROVE</b> the proposed new construction of a privacy wall at 434 Pagosa Street, finding the application and proposed work is in substantial compliance with the Town’s Land Use Development Code, the Town’s Historic Business District and Local Landmark Design Guidelines and the Secretary of the Interior’s Standards for Rehabilitation.</li> <li>2) <b>APPROVE</b> the proposed new construction of a privacy wall at 434 Pagosa Street, finding the application and proposed work is in substantial compliance with the Town’s Land Use Development Code, the Town’s Historic Business District and Local Landmark Design Guidelines and the Secretary of the Interior’s Standards for Rehabilitation, with the following contingencies (TBD) .....</li> <li>3) <b>DENY</b> the proposed new construction of a privacy wall at 434 Pagosa Street, finding the application and proposed work is NOT in substantial compliance with the Town’s Land Use Development Code, the Town’s Historic Business District and Local Landmark Design Guidelines and the Secretary of the Interior’s Standards for Rehabilitation</li> </ol> |



**Proposed Site Plan**

Scale: 1" = 10'-0"

3/ A-201



**Alley Perspective - Existing**

Scale: NTS

1/ A-201



**Alley Perspective - Proposed**

Scale: NTS

2/ A-201

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PROGRESS SET  
 NOT FOR  
 CONST.

**Exterior Remodel for  
 Outdoor Spa Addition**  
 432 Pagosa Street  
 Pagosa Springs CO

Project No.: 2016-10  
 Date: 2016-03-21  
 Drawn By: JCW  
 Issue dates:  
 2016-03-21 HPB submittal

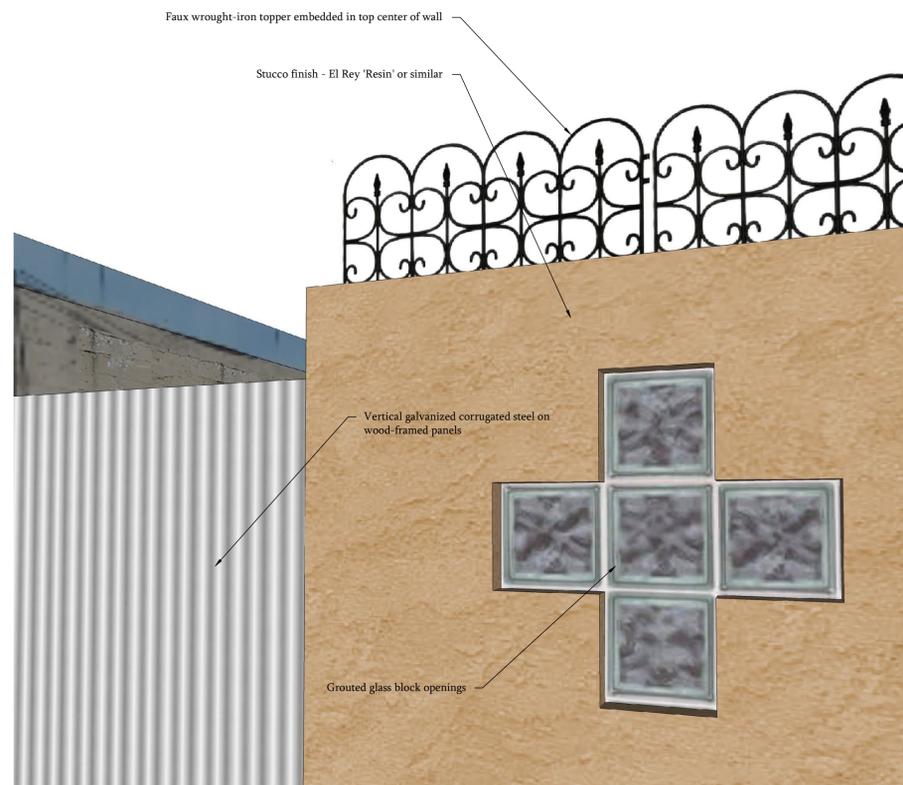
Revisions:



Alley Perspective 2 - Existing

Scale: NTS

1/ A-202



Faux wrought-iron topper embedded in top center of wall

Stucco finish - El Rey 'Resin' or similar

Vertical galvanized corrugated steel on wood-framed panels

Grouted glass block openings

Fence Detail

Scale: NTS

3/ A-202



New 8' CMU wall - stucco finish - El Rey 'Resin' or similar, with glass block openings and faux wrought-iron topper - see detail 3/ A-202

Shed on adjacent property to remain

Alley Perspective 2 - Proposed

Scale: NTS

2/ A-202

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Drawn By: JCW

Issue dates:

2016-03-21 HPB submittal

Revisions:

**A-202**

Exterior  
Elevations

V. Decision Items:

B. Historic Preservation Month activities.

The HPB has been finalizing the Historic Preservation month's list. See attached DRAFT list of 2016 events/activities. 2016 updates are requested as soon as possible.

There are still a number of activities that need to be finalized so that staff can complete and distribute the list. PLEASE provide direction on the following items.

LIBERTY THEATRE MOVIE

The HPB unanimously decided that the movie to be shown for 2016 is "Into the West." Member Chrissy Karas volunteered to contact the theater to see about viewing dates and to get their approval. Rachel Novak has also reached out.

~ **Update from member Chrissy Karas and Rachel Novak. Staff needs the final dates and cost for the 6 showings.**

HISTORIC DISTRICT WALKING TOUR DATES

Staff has researched small, portable speakers for the walking tours.

~ **It is recommended that the HPB and staff identify and contact potential walking tour guides to finalize these dates for Historic Preservation Month and into the summer.**

LECTURE SERIES

It has been discussed about including a lecture series with possible subjects to include:

- Wolf Creek Pass: Presenters?
- Wolf Creek Ski Area: Rosanne Pitcher
- Navajo Nation: Presenters/Dancers?
- Southern Ute Indian Tribe: Presenters/Dancers?
- Jicarilla Apache: Presenters/Dancers?
- Arborglyphs: Peggy Bergon
- Pagosa's Geology: Todd Osmeras
- Pagosa's Cemetery's: Anne Oldham/Ruth Lambert
- Pagosa's first 50 years: John Motter
- Trains: John Porco
- Logging: Steve Halverson (FS)
- San Juan Heritage Museum: Shari Peirce
- Pagosa Country History: Norm Vance

Staff has begun to reach out to area Native American Tribal organizations to see if they would like to send a representative for a cultural lecture series and/or dance demonstrations.

~ **It is recommended that the HPB and staff identify and contact potential subject matter speakers to identify these opportunities, even if they do not fall within the month of May.**

STUDENT POSTER CONTEST

At the February 24<sup>th</sup> HPB meeting it was unanimously decided that this year's question/theme would be:

**"1891 – 2016 Celebrating 125 years!**

**What about Pagosa Springs would you celebrate that makes our community distinct and unique?"**

Four student groups for the contestants: K-4<sup>th</sup>, 5<sup>th</sup>-6<sup>th</sup>, 7<sup>th</sup>-8<sup>th</sup>, and 9<sup>th</sup>-12<sup>th</sup> grades. The HPB also discussed providing ribbons to the overall winners (1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> places for all four age groups, a total of 12 overall winners), along with entrants/honorable mention ribbons to all who enter. Staff will provide these ribbons

BACKGROUND / PURPOSE

for the contest. Ribbons will state the place won or honorable mention, along with the Town's logo, and the name of the contest. The ribbons will be color coded, meaning each place and honorable mention will receive a unique color. Prizes for the winners will be set at \$50 for 1<sup>st</sup> place winners, \$30 for 2<sup>nd</sup> place winners, and \$20 for 3<sup>rd</sup> place winners. It was also suggested that winners could possibly get a free frozen yogurt from FroYo (Chrissy Karas was looking into this possibility).

It was decided that the contest should run from March 28 - April 22. There have also been discussions on how large the posters should be. Staff recommends that the posters be limited to 8.5"x 11" to ensure continuity if businesses are to place these designs in their storefronts for a set period of time. In order to make this happen, the HPB must decide who will get approval from businesses downtown to allow a few small posters in their storefronts for at least 2 weeks after the winners are selected. Staff has reached out to both Design a Sign and Trish Lash for banner price quotes. Member Andre Redstone has volunteered to contact all of the school principals and art teachers.

An updated draft poster contest invite Flyer is attached.

~ **Update from member Andre Redstone on reaching out to school principals and art teachers.**

~ **The HPB should determine if the Poster Contest entries should be displayed in storefront windows and if the contest winners would be displayed on banners throughout town and who will be responsible for asking businesses to display posters in their storefronts if this option is selected. This could occur at the time the newsletters and surveys are delivered.**

It was also discussed that pre-K students should be able to join the festivities. Staff has conducted research on how to engage these young minds and has discovered a Pagosa Springs Activity Book at the Visitors Center. It includes historical facts, coloring pages, puzzles, and various other activities. This could prove to be an excellent resource in allowing the pre-K students an opportunity to be part of the historical celebrations of Pagosa. Staff recommends that the HPB present the Visitors Center activity coloring books to Seeds of Learning and Head Start to initiate this effort.

~ **The HPB should provide direction to staff regarding pursuing this idea for the pre-school children.**

#### 125<sup>th</sup> ANNIVERSARY CELEBRATIONS

It has been suggested that the HPB assist in the formulation of a 125<sup>th</sup> Anniversary celebration(s) committee to ensure that the celebration(s) are finalized in a timely manner. This has not been a formal directive from Town Council, though it does not need to be if the HPB is willing to take on such endeavor. Staff suggests concentrating on finalizing the events and activities the HPB has already determined to do, and discuss the interest the HPB may have in moving forward with a larger event concept. Staff believes the current activities, events, movie series and lectures series will provide excellent community opportunities to learn more about Pagosa's history, and cautions on being over extended.

~ **The HPB would should discuss and decide if they would like to spearhead and embark on this endeavor. If the HPB decides to do so, staff recommends the HPB schedule a separate work session to discuss defining and event, how to coordinate the effort and to determine the most effective course for inviting members of our community to join an event committee.**

#### 468 LEWIS STREET ALTERATION CERTIFICATE RECOGNITION PLAQUE

Certificate of Appreciation Presentation to 486 Lewis Street: The residence was originally built by Henry Avery in 1890, whom owned several surrounding properties at the time. The property transferred from owner to owner over its 126-year history. Then, in 1952 a new owner emerged who extensively remodeled the building

into its current configuration. This new owner, Priscilla Odella, opened a dry cleaning business within the building. Priscilla's Dry Cleaners was officially open in the early 1960's. The Town of Pagosa Springs appreciates Tracy and Karen Bunning for the innovative remodel of the exterior of the High Country Title building. The beautiful façade with stonework, exposed wood beams, and professionalism and workmanship that went into the successful renovation of a historic structure. Your contributions have added significant value and pride to the Pagosa Springs community.

**~ It is recommended that the HPB consider the above language for inclusion on a plaque similar to the plaques provided to Riff Raff and Bryson Richardson in 2015. It is also recommended we source an old photo for the plaque. Please provide direction to staff.**

# 2016 Pagosa Springs

## Heritage Month Schedule of Activities

|   |  |
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| <p><b>Monday, March 28</b></p> <p><i>(Submission Deadline – Friday, April 22)</i></p> | <p><b>Student Poster Contest</b> - An annual poster contest hosted by the Historic Preservation Board and the Town of Pagosa Springs. This year’s theme question is: 1891-2016 Celebrating 125 years! What about Pagosa Springs' 125 years would you celebrate that makes our community distinct and unique? There will be a 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> place winner in each student group: K-4<sup>th</sup> grade, 5<sup>th</sup>-6<sup>th</sup> grade, 7<sup>th</sup>-8<sup>th</sup> grade, and 9<sup>th</sup>-12<sup>th</sup> grade. There will also be honorable mentions for each age group as well! Prizes will include \$50 for 1<sup>st</sup> place, \$30 for 2<sup>nd</sup> place, and \$20 for 3<sup>rd</sup> place in each age group. Deadline for artwork submission is <b>Friday, April 22</b> and the Historic Preservation Board will judge each entry on <b>Wednesday, April 27</b>. Prizes will be awarded to first, second and third place winners. All first place winning entries will be turned into a poster, which will be displayed at the Town Hall. All submissions and winning posters will be displayed in the downtown historic district, Town Hall, and the Community Center during Historic Preservation Month (May).</p> |
| <p><b>Sunday, May 8</b></p>   | <p><b>Chimney Rock Interpretive Association - Pot Luck Dinner &amp; Speaker.</b> Featured speaker will be Kevin Khung from the US Forest Service. He is going to be speaking about the forest service management plan that is developing for Chimney Rock National Monument. Mr. Khung has been with the forest service for 21 years in multiple locations - SW Colorado, Wyoming, New England and has held various positions- Landscape Architect, Recreation and Lands Staff Officer, District Ranger. The program is open to the public and begins at 6 PM in the Ross Aragon Community Center. Bring your favorite dinner item to share and enjoy the evening. Event is Free.</p>  |
| <p><b>May 12th</b></p>  | <p><b>"Community Presentation on the Benefits of Historic Preservation"</b> The State Tourism Office and History Colorado will present compelling evidence of the economic benefits of historic preservation and clarify some miss-information regarding the cost and benefits of preservation of historic resources</p>   |
| <p><b>Sunday, May 15</b></p>  | <p><b>Chimney Rock National Monument Opens for the Season.</b> Come see the nation’s newest national monument, located approximately 15 miles west of Pagosa Springs on the San Juan National Forest. The entrance is located 3 miles south of Hwy 160 on Hwy 151. The site is accessible for guided walking tours (2.5 hours) at 9:30am, 10:30am, 1:00pm, 2:00pm. Adults/\$12; Children 5-16/\$5; Under 5/Free. Ticket purchase is considered a donation and is non-refundable. Tours at the site are offered daily May 15 – September 30. For a schedule of special events, check <a href="http://www.chimneyrockco.org">www.chimneyrockco.org</a></p>   |
| <p><b>TBD</b></p>   | <p><b>"The Greenest Building", an hour-long documentary</b> presents a compelling overview of the important role building reuse plays in creating sustainable communities. <i>The Green Building</i> explores the myth that a "green building" is a new building and demonstrates how renovation and adaptive reuse of existing structures fully achieves the sustainability movement’s "triple</p>  |

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|   | <p>bottom line” – economic, social, and ecological balance. The film focuses on the partnership between the built environment and natural environment, and promotes a better understanding of the symbiotic relationship between reuse of buildings and the conservation of natural systems that sustain life. Mark your calendars and join the Pagosa Springs Historic Preservation Board for this on Saturday, May 17 at 1:00 PM in the Historic Liberty Theatre. Free Admission.</p>  |
| <i>TBD</i>                                      | <p><b>Historic Downtown Walking Tour.</b> “Take a Walk with Us” through the Historic Town of Pagosa Springs. A personal guide will lead you on a historic tour of our rich history and will interpret the downtown historic district and highlight building’s architecture and local economic importance. <i>The tour begins at 2 p.m.,</i> please meet at The San Juan River Overlook – next to the Court house on the Main Street one-way. The walking tour generally lasts 1-2 hours. Please bring water and wear comfortable walking shoes.</p>  |
| <i>Sunday, May 15-<br/>Friday, September 30</i> | <p><b>Audio Kiva Trail Tour:</b> This program is an educational talk that focuses on Chimney Rock National Monument. Participants will also enjoy Native American flute melodies by Charles Martinez. Come join us from 4:30 to 6:30 pm. The program will be held in the upper parking area and will provide an experience for those who choose not to do the hiking tour or for anyone who wants to learn more about Chimney Rock. Because space is limited to 25, reservations are required. Tickets are \$15 for adults, \$7.50 for children 5-16 years of age.</p>   |
| <i>Saturday, May 21</i>                         | <p><b>Full Moon Program at Chimney Rock</b> - Watch the full moon rise at the Great House Pueblo site, learn about the Ancestral Puebloans, Archaeoastronomy theories, area geology, and enjoy Native American flute melodies by Charles Martinez. This moon rise will not occur between the twin spires. Not recommended for children under the age of 12. Allow approximately 3 hours for the entire program. Tickets are \$15. Add \$5 for an early tour of the Great Kiva Trail. Ticket purchase is considered a donation and is non-refundable. Bring flashlights, water (also for sale at the Visitor Center), cushions, and blankets or coats. Reservations are required. The HWY 151 gate will <b>open at 5:30 and</b> close at 7:15pm. Program begins at <b>7:30pm</b>. Great Kiva tour starts at <b>5:50 pm</b>.</p> |
| <i>Saturday, May 28</i>                         | <p><b>Season Opening of San Juan Historical Museum.</b> Located at 92 First Street, the San Juan Historical Museum is full of Pagosa Springs History and artifacts. Open Daily from 9-5:00. No admission is charged. The special quilt display this summer is “Star Spangled Quilts,” which will be antique, vintage and modern quilts with a patriotic theme. The museum will be open until mid-September.</p>  |
| <i>Saturday, May 28</i>                         | <p><b>Fred Harman Art Museum Opens for the Season.</b> Fred Harman was an established sculptor, one of the country’s foremost painters of the American West and the creator of the world famous "Red Ryder and Little Beaver" cartoon strip. His museum is a most see in Pagosa Springs. <b>Saturday, May 28<sup>th</sup></b> is also Local appreciation day with free admission, <b>lemonade, cookies and</b> receives a free gift from Fred Harman, Jr. The Museum is open weekly Monday - Saturday 10:30am - 5pm through September 30.</p>  |

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|---|--|
| <p><i>Friday, May 23 –<br/>Monday, May 26</i></p>     | <p><b>Local Appreciation Days at Chimney Rock</b> - Memorial Day Weekend the Chimney Rock Interpretive Association invites area residents to enjoy half-priced guided tours all weekend long. The guided walking tours of this ancient cultural site are 2.5 hours. Tour start times are at 9:30am, 10:30am, 1:00pm, and 2:00pm. The discounted prices are Adults/\$6; Children 5-16/\$2.50; Under 5/always free.</p>  |
| <p><i>Friday, June 3</i></p>                          | <p><b>Night-Sky Archaeoastronomy Program</b> includes a one-hour astronomy demonstration at the Chimney Rock Visitor Cabin. Learn about naked-eye astronomy of the Ancestral Puebloans and the solar system and universe. Then participants will drive to the upper mesa for approximately 1.5 hours of night-sky viewing through telescopes. Participants are advised to bring binoculars, water (also for sale at the Visitor Cabin), flashlights, and coats. The upper parking area is paved and wheelchair accessible, with restroom facilities. Reservations are required. Tickets are \$10/adults and \$5 for children 5-16 years of age. Ticket purchase is considered a donation and is non-refundable. The HWY 151 gate will open at 6:45pm. Program starts at 7:15pm and ends at 8:15pm. Observing starts at 8:45pm and ends at 10:30pm.</p> |
| <p><i>Friday, June 10 –<br/>Saturday, June 11</i></p> | <p><b>7<sup>th</sup> Annual San Juan River Rod Run Car Show</b>, on Lewis Street in downtown Pagosa Springs. A fantastic showing of almost 200 classic restored cars will be on display. <i>The event begins at 9:00 AM with food and vendor booths set up on Lewis Street near the Bell Tower. The car awards ceremony is at 2:30 pm.</i></p>   |
| <p><i>Thursday, June 21</i></p>                       | <p><b>Summer Solstice Sunrise Program:</b> Watch the sun rise over the San Juan’s this first day of summer and discuss how the ancients may have lived and why they celebrated the solstice. Summer solstice is the longest day of the year with sunrise occurring the farthest north on the horizon of the entire year. This unique 2-3-hour event begins at the Sun Tower, a place not visited on our regular tours, and concludes at the Stone Basin, providing two viewing locations. Tickets are \$15 and reservations are required. Ticket purchase is considered a donation and is non-refundable. The HWY 151 gate will be open from 5:00 - 5:05am. Sunrise is at approximately 5:48am.</p>  |
| <p><i>Saturday, June 25</i></p>                       | <p><b>Celebrate Chimney Rock Festival.</b> Mark your calendars for this family-oriented event at Town Park on Saturday, June 25, 2016, 4:00 - 8:00pm. There is no admission fee, but donations are accepted. Step back in time as volunteers and artisans demonstrate ancient tools and crafts. Visitors may make a pot, paint their own petroglyph, and much more! Food and spirits will be available to purchase and the San Juan Mountain Boys will be entertaining the crowd. There will be a raffle for several special packages of gift items from area businesses.</p>  |
| <p><i>Saturday, July 23 –<br/>Sunday, July 24</i></p> | <p><b>Life at Chimney Rock Festival.</b> Interactive demonstrations of crafts and skills of ancestral Puebloan culture and regional Native American cultures. Free demonstrations from 10 am to 4 pm include use of the atlatl, basket-making, flint knapping, flute making &amp; playing, grinding grain, pottery making, fiber spinning, and yucca pounding to make rope. Shop the Indian market. The</p>  |

|            |  |
|------------|--|
|            | <p>Festival is free to the public and will be held at the Visitor Cabin parking area. Guided and audio-guided tours of the site will be offered for a fee. No reservations required. Ticket purchase (for tours) is considered a donation and is non-refundable.</p>   |
| <i>TBD</i> | <p><b>Arborglyphs – Three Mile Hike - “Look Who’s Talking!”</b> During the latter part of the 19th century and into the 20th century, thousands of sheep were raised in Colorado. The shepherd, with time on his hands, put form to his thoughts on the vast canvas available to him, the smooth white bark of the aspen tree. Visions of home, hearth and missed loved ones adorn thousands of trees all through the forest. The carvings are known as Arborglyphs. Join local researcher and Historic Preservation Board member Peggy Bergon on this three-mile hike as she shows you examples of the tree talk the shepherders left while weaving in the story of the early sheep industry in Archuleta County. Due to the nature of the walk reservations are required. Call the Pagosa District office at 264-2268 to secure your spot. We will meet at 9:00 a.m. at the Buckles Lake Trailhead (south on U.S. 84 for about nineteen miles, then seven miles up Buckles Lake Road). The walk will last until approximately 11:30 a.m. Wear walking shoes or boots, dress appropriately for the changing weather and bring drinking water.</p> |
| <i>TBD</i> | <p><b>Certificate of Appreciation Presentation to 486 Lewis Street.</b> The residence was originally built by Henry Avery in 1890, whom owned several surrounding properties at the time. The property transferred from owner to owner over its 126-year history. Then, in 1952 a new owner emerged who extensively remodeled the building into its current configuration. This new owner, Priscilla Odella, opened a dry cleaning business within the building. Priscilla’s Dry Cleaners was officially open in the early 1960’s. The Town of Pagosa Springs appreciates Tracy and Karen Bunning for the innovative remodel of the exterior of the High Country Title building. The beautiful façade with stonework, exposed wood beams, and professionalism and workmanship that went into the successful renovation of a historic structure. Your contributions have added significant value and pride to the Pagosa Springs community. (TBD)</p>   |
| <i>TBD</i> | <p><b>Into the West: 6 Part Mini-Series Directed by Steven Spielberg.</b> The miniseries begins in the 1820s and is told mainly through the third person narration of Jacob Wheeler and Loved by the Buffalo, although episodes outside the direct observation of both protagonists are also shown. The plot follows the story of two families, one <a href="#">white American</a>, one <a href="#">Native American</a>, as their lives become mingled through the momentous events of American expansion. The story intertwines real life characters and events spanning the period of expansion of the United States in the American West, from 1825 to 1890.</p>  |
| <i>TBD</i> | <p><b>Lecture Series.</b> Possible topics could include Wolf Creek Pass, Wolf Creek Ski Area, The Navajo Nation, Arborglyphs, Pagosa's Geology, Pagosa's Cemetery's, Pagosa's first 50 years, etc....</p>  |



# POSTER DESIGN CONTEST

1891 - 2016 Celebrating 125 Years! What about Pagosa Springs' 125 years would you celebrate that makes our community distinct and unique?

The Town of Pagosa Springs in coordination with the Historic Preservation Board has decided to host a poster design contest in celebration of the 125th anniversary of Pagosa Springs. The contest will be competitive.....so work really, really hard on those designs! The theme is "1891 - 2016 Celebrating 125 Years" and we want to see your visions come to life. Your designs could include anything from our downtown, Wolf Creek, to mountains and rivers, or even the first settlers. However, Pagosa Springs' history speaks to you, show us in your poster design! We want to see what Pagosa Springs means to you. **Prizes include: \$50 1st, \$30 2nd, and**



There will be 1st, 2nd, and 3rd place prizes awarded within 4 student grade groups! Winners will be selected on the following criteria: creativity, originality, overall message, and effectiveness of the theme. Submit your designs at Town Hall with your **name, grade level, address, and phone number on the back**. Designs must be in an 8.5" x 11" paper format and can be in any medium (drawing, paint, pencils, photography, etc.)

**ALL DESIGNS MUST BE SUBMITTED BY: 04/22/2016  
5:00 PM, TOWN HALL, 551 HOT SPRINGS BLVD.**



# HISTORIC PRESERVATION BOARD

## 125th Anniversary Celebration of Pagosa Springs & 100th Anniversary Celebration of Wolf Creek Pass

2016 marks the 125th year since the Town's creation and it also marks the 100th year since the creation of Wolf Creek Pass. The Town has many activities planned in celebration of these two historic events!

### Pagosa Springs

Once the news of the Great Hot Springs got out, the settlement of Pagosa Springs occurred rather quickly. Drawn by the springs and the fertile surrounding area, many pioneers began to stay in the area by the early 1880's.



In May of 1883, the town-site of Pagosa Springs was surveyed and platted. Archuleta County was established in 1885, named in honor of Antonio D. Archuleta who sponsored the legislation. Pagosa Springs was incorporated on March 2, 1891.

### Wolf Creek Pass

The mountain pass was created in 1916 and was originally just a two lane road. Since then, it has become a highway that passes through tunnels, a major connector lifeline for many people, and access to the Wolf Creek Ski Resort. The beauty of this area is hard to beat.



### Historic Preservation Month

This year, the Town of Pagosa Springs has an exciting list of community events planned in celebration of not only Historic Preservation month, but the Town's 125th anniversary. Enjoy anything from historical walking tours, educational lecture series, Chimney Rock moon viewing, an "Into the West" film series, and much more! Stay tuned for more updates on this year's historic preservation month's activities!

The Historic Preservation Board would like to see community pride and support from downtown businesses and get involved in this year's events. During the walking tours, groups could enter businesses wanting to participate in the historical tour and the owners could talk briefly about any significant history of the building, previous owners, or anything that would add historical value to the tour. If you would like to be part of the historical

walking tour, please email your name, business name, location, and that you would like to participate. What would you like to see for this year's planned events?

Email suggestions or that you would like to participate in the walking tour to: [rnovak@pagosasprings.co.gov](mailto:rnovak@pagosasprings.co.gov).

To ensure you are notified of important Town topics, we encourage you to sign up for automatic email notifications on various Town matters you are interested in. Go to [www.PagosaSprings.com](http://www.PagosaSprings.com) and on the left hand side at the bottom click "Read More" under the E-Notice window. You can choose what you would like to sign up to be notified about including Historic Preservation Board.

# MEET YOUR HISTORIC PRESERVATION BOARD

## What is the Historic Preservation Board?

The Pagosa Springs Historic Preservation Board (HPB) use design guidelines for projects subject to their review. The town's historic preservation regulations require the submittal of an application for a Certificate of Alteration (COA) for exterior modifications to historic landmark buildings and all buildings within designated historic districts. The HPB reviews the application using the design guidelines to determine whether a COA should be issued based on compliance with the design guidelines and other adopted regulations. Design guidelines convey general policies for ensuring that alterations to existing structures, additions, new construction and site work are consistent with an established vision for what kind of place the district or a neighborhood should be.

The area now designated as the Historic Business District contains significant evidence of Pagosa Springs' historic legacy. Historic structures are irreplaceable. These structures bestow an identity and provide a tangible history of a place, making them valuable to both the community and individual property owners. The design guidelines that are referenced by the HPB are often used to protect historic resources that are especially vulnerable to inappropriate alteration and demolition. Protecting these historic structures also means protecting a unique identity that is Pagosa Springs.

## The following changes may have a significant impact on the integrity of a historic structure and must be presented to the HPB for their approval:

- Construction of a new addition or new building within the Historic Business District Alteration or restoration of exterior features of a historic building
- Removal or demolition of all or part of a historic building
- Alteration or restoration of a storefront
- Application of a new exterior siding materials, including awnings, windows, and doors
- Addition of a new window or door openings
- Creation of a driveway or parking area
- Application of architectural features and other miscellaneous

modifications, such as cornices and kick plates

This list is not all inclusive, but is indicative of the types of changes to which these design guidelines apply.

## Meet Your Historic Preservation Board

**Peggy Bergon, HPB Chairperson:** She has been a resident of Pagosa Springs since the 1970's. Ms. Bergon is known as the local arborglyph researcher and her interest and knowledge of local history lead to an invitation to join the Historic Preservation Board.

**Lindsey Smith, HPB Vice Chairperson:** She has enjoyed working as an academic and professional archaeologist for more than fifteen years. Ms. Smith's expertise includes archaeological site protection, historic property preservation, and cultural heritage admiration. As a new resident of Pagosa Springs, she continues to meet her neighbors, appreciate local cuisine and explore the beautiful surrounding landscape.

**Chrissy Karas, HPB Regular Member:** She a Colorado Native and has lived in Colorado Mountain Towns all of her adult life, including Pagosa Springs for the last 26 years. Ms. Karas has been involved in preservation over the last 35 years and her involvement includes president of CPI (Colorado Preservation INC), founder and past President of Cripple Creek Historic Society. She is also the longest serving member of the HPB.

**Judy James, HPB Regular Member:** She is a native of Pagosa Springs and both her parents and grandparents were also born here. Ms. James was also a past town council member and believes in preserving our history because it's an important part of our future.

**Andre Redstone, HPB Regular Member:** He has an extensive knowledge of restoration and conservation techniques and practices. Mr. Redstone has been involved in a great number of restoration and preservation projects for ancient artifacts/antiques and historic structures. As a preservationist, he brings an immense amount of enthusiasm and awareness to all aspects of preservation.

**Brad Ash, HPB Alternate Member:** He is a Pagosa Springs Native and returned in 2006 after receiving a Master's Degree of Architecture from the University of Colorado at Denver. Mr. Ash comes from a family four generations strong of builders local to the area, which pairs well with his enthusiasm for architecture. As an architect, he's been involved in a number of restoration, preservation, and rehabilitation projects and understands the importance of the HPB and feels his knowledge is meaningful.

**Rachel Novak, Planning Department Associate Planner:** She is originally from the Midwest, but came to Pagosa Springs early in 2016. Ms. Novak received her Bachelor's of Science from The Ohio State University in City and Regional Planning and her experience in the planning field is broad and covers a wide span of topics and issues. She has a passion for public outreach and historic preservation, which she hopes to utilize fully as the Town's new Associate Planner.

## UPCOMING HPB MEETINGS & EVENTS

The Historic Preservation Board meets the second and fourth Wednesday of every month at 5:45 PM in the front conference room in Town Hall unless otherwise stated: 551 Hot Springs Blvd.

April 13th, 2016: Regularly scheduled meeting

April 27th, 2016: Regularly scheduled meeting

May 11th, 2016: Regularly scheduled meeting

**Sandwich Board Sign Survey**

FRIDAY, APRIL 8, 2016 (See attached survey & return envelope)

**"Artwork on Main" Request for Proposals**

Response Due by: MAY 13, 2016

**V. Decision Items:**

C. Sandwich Board Sign Survey.

|                             |   |
|-----------------------------|---|
| <b>BACKGROUND / PURPOSE</b> | <p>The HPB has been discussing conducting a survey of property owners and tenants within the Historic District regarding sandwich board signs and possibly other related items. The surveys would be hand delivered to tenants, mailed to property owners, and will include an addressed and stamped return envelope.</p> <p>In addition, the HPB approved staff to draft a newsletter to accompany the survey. The HPB has preliminary reviewed a draft of the survey and newsletter and had decided to provide final comments via email.</p> <p>Based on the email response received, staff has finalized the survey for final approval, and will print for distribution on Thursday March 24<sup>th</sup>.</p> <p>The HPB has determined that HPB members would physically distribute the survey and the HPB newsletter to business and that staff will mail them to all property owners.</p> <p>Attached are the current versions of the survey and newsletter.</p> |
|-----------------------------|---|

|                       |  |
|-----------------------|--|
| <b>RECOMMENDATION</b> | <p><b>~ It is recommended that:</b></p> <ol style="list-style-type: none"><li><b>1) The HPB approve the final Newsletter and Survey and direct staff to print for distribution, or provide direction otherwise.</b></li><li><b>2) The HPB designate board members to distribute throughout the district.</b></li></ol> |
|-----------------------|--|



## ***PAGOSA SPRINGS HISTORIC DISTRICT SANDWICH BOARD SIGNAGE SURVEY***

### *Signage in Our Community*

**Signage, branding, and advertising are all key aspects to businesses attracting new clientele.** Tall signs, small signs, and hanging signs.... they all have a single purpose and that is marketing. The Town of Pagosa Springs is unique, It's history, character, and economy that just had its highest year in sales tax and lodging tax collections. in the Town's history! Local businesses are resilient and the Historic Preservation Board in coordination with the Town want to ensure the downtown's economic vitality. Attracting new customers is key to a thriving economy and signage is a large piece of the puzzle.

How can something so simple make a huge impact? Continuity, clutter free spaces, and safe sidewalks are essential for bringing new clients to an area or making vehicles want to stop to explore local shops. The current use of sandwich board signs in the Historic district has created a pedestrian trip hazard and safety concern. The average sandwich board sign is 24 inches wide and signs this size on the sidewalk poses significant safety risks because of the limited sidewalk width in our downtown area. Additional concerns include: obscuring sightlines, interfering with pedestrian traffic flow, may be a distraction to drivers trying to read small print, and it has the potential to obscure ingress/egress from business entrances, fire escapes, driveways, alleys, and parking areas.

**Your input is very important to us.** Thank You for taking a few moments of your time to complete and mail back this survey in the provided stamped and addressed envelope. **Please circle all answers that apply and feel free to write in your comments. We have included samples of different sign types at the end of the survey for your reference.**

YOUR NAME:

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BUSINESS NAME:

---

BUSINESS ADDRESS:

---

PHONE/EMAIL:

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1. Does your business currently utilize a sandwich board sign on the sidewalk?
  - Yes
  - No
  - Other \_\_\_\_\_
  
2. If you have a sandwich board sign, for what purpose is it utilized?
  - To Advertise Daily Specials and/or Sales
  - To Display your Business Name and/or General Information
  - To attract pedestrian foot traffic attention to your business
  - To attract vehicular traffic attention to your business
  - Describe the purpose/goal of your establishment
  - Other (please describe) \_\_\_\_\_
  
3. Are you aware of the trip hazards that Sandwich Board signs can create?
  - Yes
  - No
  - Other \_\_\_\_\_
  
4. Are you aware that sandwich board signs and all exterior signage requires an approved sign permit application?
  - Yes
  - No
  
5. Would you support prohibiting Sandwich Board signs in the Historic District?
  - Yes
  - Yes, if additional projecting/hanging/wall/window sign allowances are provided. Please circle which additional sign allowance would be best for your property/business: Wall Sign / Projecting Sign / Window Sign / Hanging Sign (see attached examples of sign types)
  - No
  - Other \_\_\_\_\_
  
6. What is the overall goal for any signage for your business/property?
  - Attract visitors and/or tenants
  - Advertise merchandise/specials/sales
  - Describe the purpose/goal of your establishment
  - Display merchandise
  - Other (please describe) \_\_\_\_\_

7. Does your establishment have a logo or an identifying symbol?
- Yes
  - No
  - I have plans to design one
  - I would like assistance in creating one
  - Other \_\_\_\_\_
8. What is the vision for the future of your business/property? (please select all that apply)
- Expand your brand (open more establishments and/or hire more employees)
  - Attract new visitors/tenants
  - Other (please describe) \_\_\_\_\_
9. Would you attend a Historic District business/property owner input work session with the Historic Preservation Board? What Day of the week and Time is best for you?
- Yes  
Day (circle all that apply): SUN / MON/ TUE / WED / THURS / FRI / SAT  
Time (circle all that apply): 8am – 12n / Lunch Hour / 1pm – 5pm / after 5pm /  
specific time: \_\_\_\_\_
  - No, I would not be interested in attending a Historic District work session.
  - Other \_\_\_\_\_
10. How can the Historic Preservation Board and/or Town Council help your business and/or property succeed? (please describe)
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
11. Please provide any additional comments regarding sandwich board signs or other suggestions and/or comments:
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**Thank You** for taking the time to complete this survey.  
Your input is valued.  
**PLEASE return this survey in the stamped returned envelop.**

# Types of Signs

## Examples



**Sandwich Board Sign:** Portable signs capable of standing without support or attachment and typically take on an A-frame shape. These signs are catered for only attracting pedestrians into stores and often miss an opportunity for vehicle traffic.



**Projecting Signs:** A sign, other than a wall sign, supported by a building or structure and projecting outward more than six (6) inches, typically over the sidewalk. These signs are typically higher than hanging signs and can be a bit larger in scale than hanging signs as well.



**Hanging Signs:** A sign, other than a wall sign, suspended from a building or structure and projecting outward more than six (6) inches. These signs are meant to be smaller and geared towards the pedestrian. They also add more character, charm, and an overall aesthetic appeal to an area over other signage types.



**Window Signs:** A sign directing attention to the principal business, profession or industry attached to or within three (3) feet of the inside of the window upon the premises where the sign is displayed, or to the type of products sold, manufactured or assembled, or to services or entertainment offered on said premises.



**Wall Mounted Signs:** A sign attached to or erected on the exterior wall of the building or structure or on a canopy marquee or similar overhang with the exposed face of the sign in a plane approximately parallel to the plane of the exterior wall. These types of signs typically need an external illumination of some kind that must be directed only at the sign itself and must be completely shielded.

**V. Decision Items:**

**D. Repurposing Rumbaugh Creek Stone Arch Bridge for Future Trail Use**

As part of the design considerations for the restoration construction plans for the Rumbaugh Creek Stone Arch Bridge, is the indented re-use of the bridge. The most logical reuse, is to incorporate the bridge into the Riverwalk trail system for future connectivity from the Riverwalk to Lewis Street. This is how this project has been proposed to Town Council and the SHF.

This trail route could be an alternative to an ADA ramp up from an under the Hwy bridge trail to the sidewalks along Pagosa Street. ADA ramps are very extensive structures and typically very expensive. Directing foot traffic to Lewis Street could prevent the visual clutter of an ADA ramp and the expense of such a structure.

Reusing the bridge as part of the trail system, would require the installation of a Guard Railing along both sides of the bridge, and extending along the length of wing walls and retaining walls.

Guard Railing is required to be provided along these areas and are required to be at least 54" high to accommodate bicycle traffic with railing openings that would not permit a 4" ball to pass through.

**In considering what style of railing to use, John Feinberg of the Collaborative, Inc. suggested two routes for the railings consideration:**

- 1) Use a railing that clearly wasn't part of the original construction. The two-inch pipe design we currently have with perhaps intermediate SS cables a 4" o.c. would clearly not be mistaken for original.  
OR
- 2) A "period correct" appearing railing. For period architectural metals, Traditional Building magazine has a vendor area: [http://www.traditionalbuilding.com/buying-guides/wpbdp\\_category/metalwork/](http://www.traditionalbuilding.com/buying-guides/wpbdp_category/metalwork/)

**Materials that can be considered could include:**

- 1) Wood, though this typically requires annual maintenance and can have a short life span and typically is not as strong, structurally, as metal or stone.
- 2) Stone, though there are weight concerns a stone wall would have on the bride and on top of retaining and wing walls. Stone could also add to the massiveness of the bridge visually and typically blocks the view through to the other side.
- 3) Metal, is very durable, has a long life span and visually can be less obtrusive.

RECOMMENDATION

**Possible Decisions for Consideration:  
(Madam Chair, I move that that the Historic Preservation Board....)**

REUSE OF BRIDGE

- 1) Approve Support for the re-use of the Rumbaugh Creek Bridge as a pedestrian bridge associated with the Riverwalk trail system.
- 2) DENY the re-use of the Rumbaugh Creek Bridge as a pedestrian bridge associated with the Riverwalk trail system.

GUARD RAILING MATERIAL

- 1) Approve the required Guard Railing to be a period correct metal railing.
- 2) Approve the required Guard Railing to be a modern metal railing.
- 3) Approve Tabling the consideration of the railing style and material until the \_\_\_\_\_ HPB meeting.

**Decision Items:**

E. Mural on Main RFP

|                             |   |
|-----------------------------|---|
| <b>BACKGROUND / PURPOSE</b> | <p>Staff is currently in the process of finalizing the “Mural on Main” RFP for an update of the existing wall mural space downtown. It is the staff’s hope to have this RFP available to the public before summer and the project complete within a reasonable timeframe.</p> <p>Since the project is within the Historic District, the HPB is asked to comment on the language regarding the artwork being solicited. Once language is completed and approved, staff will advertise for RFP’s.</p> |
|-----------------------------|---|

|                       |  |
|-----------------------|--|
| <b>RECCOMENDATION</b> | <p>The HPB should consider the language regarding the artwork request, and provide their determination. (Madam Chair, I motion to .....).</p> <ol style="list-style-type: none"><li>1) Approve the drafted language in the RFP for replacement of the Mural on Main artwork.</li><li>2) Approve the drafted language in the RFP for replacement of the Mural on Main artwork, with the following additional direction.....</li><li>3) Deny the drafted language in the RFP for replacement of the Mural on Main artwork, and direct staff accordingly.</li></ol> |
|-----------------------|--|



## REQUEST FOR ARTWORK PROPOSALS

### ARTWORK ON MAIN PROJECT RESPONSE DUE BY: 05/13/2016

#### Project Description & Overview:

The Town of Pagosa Springs is issuing this Request for Proposal (RFP) to invite interested artists to submit proposals for the design and creation of artwork, to be displayed on the "Mural Wall" on Main Street in the Town of Pagosa Springs, CO, located at 412 Pagosa Street.

This RFP encourages creativity and does not intent to limit proposed artwork to a painted surface only. The public art work is to be designed to fit within the current dimension constraints of the existing mural wall inset area as far as the approximate 28' width and 8' height, and should be limited to no greater than 18" off of the face of the existing painted mural. The proposal must include the secure fastening of the artwork to the wall, which as through bolts for mounting the artwork from behind the wall. The Artwork shall be designed to be removable and shall not be permanently attached to the wall. With sufficient annual maintenance, the final artwork should be durable and able to withstand any wear indicative of Pagosa Springs over a minimum period of 5 years' time.

It is expected the Artwork project would be completed and installed before July 4, 2016 or sooner.

This is a paid public art opportunity for a qualified Artist or team of Artists working collaboratively to create an Artist's interpretation and design depicting a theme relative to aspects of Pagosa Springs and its rich cultural and natural heritage, to be displayed on the "Mural Wall", located at 412 Pagosa Street.

The current artwork on the "Mural Wall" has been displayed since 2010, and it is time for it to be rotated out and replaced.

#### History of the project:

In May 2010, the Town Completed the construction of a Decorative Structural Mural Wall and small pocket park project to provide a location for revolving artwork displays (approximately 5 years at a time). The project is located on CenturyLink property between the Galles Properties building and The Rose Restaurant located at 412 Pagosa Street in the historic downtown district of Pagosa Springs, Colorado. The use of the CenturyLink property is held under a Land Lease held by the Town. This mural project began with in July 2008 prompted by a vision from the previous Arts Council organization, who commissioned art work to replace the very old mural located at this site between 1999 and 2010. In 2009, the Arts Council disbanded, and the Town and Chamber of Commerce worked together to complete the installation of the previously completed artwork commissioned by the Arts Council.

#### Project Goals:

The goals for the Artwork on Main Project are to:

1. Visually promote a clear benefit of arts in our community.
2. Generate professional art opportunities for the local art community.

3. Increase community pride and beautify common areas.
4. Provide a positive impact on the community, its people, and all project participants.
5. Educate visitors and the general community alike of the rich history of Pagosa Springs.

#### **Instructions to Artist(s):**

- a. Artist(s) should describe in detail the method, steps, equipment, and materials required to complete the proposed mural artwork project, including the coordination of site work, materials, finishes, time frames, and warranties.
- b. Artist(s) should provide details of wall preparation, fastening methods to the wall, materials to be used, including paint colors and materials proposed and upon completion, and materials and paints actually used. Additionally, details regarding the required annual and long term maintenance to ensure a minimum 5-year life span of constant weather and sun exposure.
- c. Artist(s) shall be responsible for:
  1. Wall preparation including a process to maximize adherence of paints and/or artwork including attachment to the wall and additional support for 3-dimensional artwork if needed.
  2. Providing exterior grade panels and/or medium for painted mural proposals and priming the surface of panels prior to painting the mural.
  3. Use of high quality exterior grade paints and materials which will properly adhere to the surface and wall and provide maximum wear ability. The artwork shall remain in good condition for a minimum of 5 years with exposure to sun (UV) and weather conditions and elements.
  4. Use of high quality sealant to seal artwork upon completion if needed.
  5. Clean-up of site upon completion of artwork installation.
  6. Providing evidence of receipts for the purchase of materials to meet the standards of the project.
  7. Adhere to an inspection of materials to ensure the highest quality and wear ability of the final product.
  8. Lastly, the design must be suitable for public viewing of ALL ages.
- d. *Material Restrictions:* All artwork paint and materials used should be able to hold up to Pagosa Springs' weather (extreme heat/cold, rain, snow, wind, direct sunlight, UV protection, etc.). Artwork other than a painted mural may be considered (for example; metal or wood sculptures, tile, or other), however, 3-dimensional artwork must not project from the mural wall no more than 18 inches. If additional structure considerations for artwork that extends of the wall surface is needed, your proposal should provide a detail of such support. All materials are to be inspected by Town staff and must be approved prior to use on the project.
- e. *Mounting Restrictions:* The artwork will be mounted from behind the structural wall. A mounting frame is already in place (there is a wood frame behind the current mural artwork). The wood frame is attached to the wall with threaded rods that extend through to the back of the wall, permitting hidden mounting of the artwork. Please note, the wood frame is designed for painted artwork panels (3/4" plywood). Artwork proposals different than painted panels may require additional mounting considerations that should be described and included in your proposal. Mounting and fastening hardware of the final artwork to the frame or wall shall be hidden from view.

#### **Policies:**

The ownership of the design ideas submitted with this application shall remain the ownership of the Artist(s), until a selection has been made and a contract signed. The artwork produced on the wall will be owned by the Town of Pagosa Springs and the images of the artwork work may be used in marketing materials by the Town of Pagosa Springs.

### **Required Proposal Submittals:**

Interested artists shall submit deliverables that clearly demonstrate their ability to provide the services as outlined in this Request for Proposals. **All interested artists shall be required to attend the required pre-bid site visit and project review meeting scheduled on May 2, 2016 at 12noon, to be conducted at the “Artwork on Main” site, located at 412 Pagosa Street.** The following submittals shall be organized in the order listed below to facilitate fair and equal evaluation of the responses:

1. **Cover Letter:** A cover letter shall be provided which sufficiently explains the artist’s interest in the project. The letter shall contain the name, address, and phone number of the person who will serve as the principal contact with the Town of Pagosa Springs and shall identify individual(s) who will be authorized to make presentations on behalf of the artist, if for some reason the artist cannot be in attendance. The statement shall bear the signature of the person having proper authority to make formal commitments on behalf of the artist.
2. **Artwork Illustration and Details:**  
Provide a rendering or Illustration of the proposed artwork, demonstrating content, colors and theme. The artwork design should be reflective of the Town of Pagosa Springs and its aspects of rich cultural and natural heritage. The artwork details shall include specific description of all paint, sealer, materials, wall fastening, etc., to fully complete the artwork project. 3-dimensional artwork must not project from the “Mural Wall” no more than 18 inches. If additional structure considerations for artwork that extends of the wall surface is needed, your proposal should provide a detail of such support and the cost included in your proposal.
3. **Methodology:** Describe the artist’s process, planning methodology, and approach for the project. Indicate how the artist’s process and approach will accomplish the project objectives. Identify specific assignments of key personnel and the time required to complete each step or phase. Artist(s) should describe in detail the method, steps, equipment, and materials required to complete the proposed artwork project, including the coordination of site work, materials, finishes, and warranties. Include a plan for ensuring a safe work area should also be submitted for approval since work will be completed within a public space.
4. **Artist’s Experience and References:** Submittals shall include a detailed description of the artist’s overall capabilities, experience, and approach in providing the scope of services described herein. Provide at least five (5) references for projects of similar scope, including at least two references for projects completed during the past two years. Include the name of the organization/client, a brief summary of the work, and the name and telephone number of a responsive contact person. Please attach examples of the artist’s work within the last 5 years
5. **Qualifications of Key Personnel:** Submit resumes of all those who will be involved in completing the scope of services. Please include their experience in performing the required and necessary services.
6. **Additional Information:** Provide any additional information that will aid in the evaluation of the artist’s qualifications with respect to this project. All artist’s shall have appropriate liability insurance coverage including Worker’s Comp if applicable. A minimum warranty of five years for

the artwork workmanship and durability is encouraged, with explanations of how the artist will mitigate and handle potential warranty issues.

7. **Town Responsibilities:** Identify all services that are expected to be provided by the Town of Pagosa Springs personnel for successful completion of this project. The Town will be responsible for removing the current Mural from the wall.
8. **Timeline:** Include a proposed timeline of all steps or phases of the project, indicating anticipated beginning and ending dates for the project and any significant dates or milestones.
9. **Cost for Services / Itemized Budget:** Each proposal should include a firm, fixed fee for the proposed artwork project. Provide a detailed budget proposal for the work broken down by tasks and materials where applicable. Please include a schedule for reimbursable expenses and any additional related expenses, if applicable, to provide the specified services. Cost for proposed services shall include all materials, supplies, fastening to the wall, set up, clean up, labor, and annual maintenance for a period of 5 years.
10. **Contract Requirements:** Describe the artist's and/or artists' contract requirements, billing procedures, billing schedules, and progress reports, etc. The selected RFP artist will enter into a contact with the Town for the completion of the artwork project as excepted by the Town.
11. **Safe Work Area Plan:** Describe how the artist and/or artists will adhere to safety guidelines, protocols, and clean up before, during, and after the project is completed. The mural project will be taking place in a public space, next to a busy road with many pedestrians, and a safe, clean work area is essential.

#### Proposal Submittal and Deadline:

- The deadline for submittal proposals is 5 P.M. Mountain Daylight Time, **May 13, 2016**
- Mail or delivered in an envelope marked "***Mural on Main Project***" to:  
**Planning Department**  
**Town of Pagosa Springs**  
**PO Box 1859**  
**Pagosa Springs, CO. 81147**
- Late submittals will not be accepted.
- Five (**5**) hard copies of the proposal are required.
- One (**1**) copy of the proposal shall be submitted as an electronic copy in pdf format to:  
**rnovak@pagosasprings.co.gov.**
- Questions regarding this RFP may be directed to Rachel Novak, Associate Planner at 970.264.4151x221 or [rnovak@pagosasprings.co.gov](mailto:rnovak@pagosasprings.co.gov)

#### Review of Proposals:

The Town of Pagosa Springs shall appoint a RFP evaluation committee, that at their sole discretion, who shall evaluate RFP's and then recommend a RFP to be awarded to an artist to create the subject artwork, based on the following criteria:

1. The artist's experience in providing similar services and the qualifications of key personnel that will be assigned to the "Artwork on Main" project and their experience with similar projects.
2. Clarity of the RFP, Narrative, and Project Approach.
3. Time frame required to complete the process.
4. Overall proposed artwork creativity and responsiveness to the RFP.

5. Ability of the artist to complete the work within budget and on time.
6. The Evaluation Committee intend to recommend the RFP be awarded the project contract to the artist and/or team of artists submitting the best overall proposal.

All respondents must initially represent themselves solely by their written submittal. The responses will be reviewed by the evaluation committee and, based upon the evaluation committee's findings, the finalists may be requested to provide a personal presentation to such committee at the artist's sole expense or the evaluation committee may conduct telephone interviews. The quantity and quality of responses will dictate this process.

Submission of a proposal indicates acceptance by the proposing artist of the terms and conditions stated herein unless any exception is clearly and specifically noted in the letter of transmittal of the RFP. Any such exception must be mutually agreed upon by the artist and/or team of artists and the Town of Pagosa Springs in the final contract. The Town of Pagosa Springs is not liable for any costs incurred in replying to this RFP. All proposals become the property of the Town of Pagosa Springs (any restrictions thereon should be clearly stated). The Town of Pagosa Springs reserves the right without prejudice to reject any or all proposals, to waive any informalities or minor irregularities in proposals, and to accept the proposal deemed, in the opinion of the Town of Pagosa Springs, to be in the best interest of the project as a whole.

If you would like to know more about this project, please go to: [TownofPagosaSprings.com](http://TownofPagosaSprings.com)

**Discussion Items:**

A. Greg Schulte to present update on the Heritage brochure

|                             |   |
|-----------------------------|---|
| <b>BACKGROUND / PURPOSE</b> | <p>The HPB has forwarded concerns to the Town Manager and Town Council regarding the content in the Heritage Brochure. Greg Schulte will present an update based on those concerns.</p> |
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**VI. Discussion Items:**

B. Fort Cemetery Local Historical Designation

*BACKGROUND / PURPOSE*

HPB Chair, Peggy Bergon would like to discuss getting the Fort Lewis Cemetery Locally listed as historic. She has invited guest speaker, research Ann Oldham to help with this endeavor if the board wishes to proceed with this.

**VI. Discussion Items:**

C. Re-submission of Water Work Facility Restoration SHF Grant Application

|                             |   |
|-----------------------------|---|
| <b>BACKGROUND / PURPOSE</b> | <p>Staff is currently proposing the re-submission of the Water Works Facility restoration SHF grant application. The next round of applications is April 1, 2016 and due no later than 11:59 PM. Staff has also begun to review the feedback and comments provided from previous applications that were unsuccessful and have identified areas that need to be addressed in this next round of applications to ensure this application is as competitive as possible.</p> <p>The Town Council has approved the re-submission of the grant application at their March 1, 2016 meeting. On March 23<sup>rd</sup>, staff will bring a resolution to Town Council confirming their approval of applying for SHF grant funds and allocating the required matching funds.</p> <p>The deadline following the April 1<sup>st</sup> deadline is October 1<sup>st</sup>. There is still another chance this year to get an application submitted, if for some reason the April 1<sup>st</sup> deadline cannot be met or we are not awarded a grant the Town Council does not wish to proceed this year.</p> |
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**VII. Reports and Updates:**

A. Planning Director Report.

**LETTER OF SUPPORT FOR SAN JUAN MOUNTAINS ASSOCIATIONS SHF GRANT APPLICATION**

Town Council will consider a letter of support for the Letter of Support for the San Juan Mountain Associations SHF grant application for Documenting of Cemeteries along the San Juan River. The TC will consider the letter at their March 24<sup>th</sup> meeting.

**TOWN COUNCIL UPDATE**

At the March 1st TC meeting:

- 1) Town Council approved reapplying for a SHF grant for stabilizing the water works facility.

**PLANNING COMMISSION (PC) UPDATE**

The PC regularly scheduled meeting on March 22 was cancelled. Next meeting is on April 12<sup>th</sup>.

**WATER WORKS FACILITY STATE HISTORIC HUND GRANT APPLICATION**

We were recently notified that our Grant Application for restoration was not awarded. On March 1, 2016, Town Council approved reapplying for the Grant, with a April 1, 2016 deadline. Construction would not occur until 2017 if awarded.

**RUMBAUGH CREEK BRIDGE UPDATE**

Staff is working with the Collaborative Inc. for the creation of construction documents and RFP for advertising for bids. Staff is also coordinating the USACE 404 Permit and creek bank stabilization planning.

**AUTOMATIC ELECTRONIC NOTIFICATIONS**

To stay up to date on issues being considered by all Town Boards, Staff recommends HPB members sign up for auto notifications of Town Council, Town Planning Commission, Tourism Committee and Parks and Recreation Board meeting agendas. Please ask staff for directions.

**Upcoming Town Meeting Schedules**

|           |  |
|-----------|--|
| <b>a.</b> | Next Scheduled PC Meetings:<br>~ Tuesday, April 12, 2016 @ 5:30pm in Town Hall, Regular Meeting.<br>~ Tuesday, April 26, 2016 @ 5:30pm in Town Hall, Regular Meeting.                                |
| <b>b.</b> | Next Regular Scheduled Historic Preservation Board meetings:<br>~ Wednesday, April 13, 2016 at 5:45pm in Town Hall.<br>~ Wednesday, April 27, 2016 at 5:45pm in Town Hall.                           |
| <b>c.</b> | Next Regular Town Council Meetings:<br>~ Thursday, March 24, 2016 at 5pm in Town Hall.<br>~ *Wednesday, April 6, 2016 at 5pm in Town Hall. (*due to election on Tuesday April 5 <sup>th</sup> )      |
| <b>d.</b> | Next Regular Parks and Recreation Board Meeting:<br>~ Tuesday, March 22, 2016 @ 5:30pm in the Ross Aragon Community Center<br>~ Tuesday, March 12, 2016 @ 5:30pm in the Ross Aragon Community Center |

**VII. Reports and Updates:**

- B. Opportunity for HPB members to briefly present ideas and suggestions as well as potential future agenda items for the HPB's consideration.

This is an opportunity for individual HPB members to bring up ideas and potential future agenda topics. Future agenda topics should be consented to by a majority of the board. Please keep your presentations brief and on topic.

**VIII. Public Comment:**

Opportunity for the public to provide comments and to address the Historic Preservation Board on items not on the Agenda.

- a. TIME LIMIT: Up to 2 minutes per person and a total of 20 minutes.

At this time, Public Comment will be accepted for items not included as an agenda item. Interested persons have the opportunity to address the Historic Preservation Board and express your opinions on matters that are not on the agenda or not listed as a public hearing item on the agenda. Public comments on any pending application that is the subject of a public hearing at the current or a future meeting may only be made during such hearing. The total time reserved for Public Comment at each meeting is 20 minutes, unless extended by a majority vote of the Planning Commission and each comment is limited to 2 minutes.

**IX. Adjournment**

Prepared by: Rachel Novak, HPB staff, Planning Department