



TOWN OF PAGOSA SPRINGS
Historic Preservation Board
Regularly Scheduled Meeting Agenda
Wednesday, June 22, 2016 @ 5:45p.m.
Town Hall, 551 Hot Springs Blvd.

- I. **Call to Order / Roll Call:**
- II. **Announcements:**
- III. **Approval of Minutes:**
Approval of the June 8, 2016 HPB Regularly Scheduled Meeting Minutes.
- IV. **Public Comment:**
- V. **Decision Items:**
 - A. 434 Pagosa Street Signage "the NEST" (Feather Your Nest)
 - B. Final Sandwich Board Sign Survey Responses: Recommendations for Town Council
 - C. Walking Tour Brochure Updates
 - D. Update on County Fair Events Activities and Promotions
 - E. Railing Proposal for Rumbaugh Creek Bridge
- VI. **Discussion Items:**
 - A. Waterworks Committee
 - B. October 4, 2016, 1:15pm Bus Tour History Talk Volunteer
 - C. HPB Website
- VII. **Reports and Updates:**
 - A. Planning Director Report
 - B. Opportunity for HPB members to briefly present ideas and suggestions as well as potential future agenda items for the HPB's consideration
 - C. Upcoming Town Meeting Schedules
- VIII. **Public Comment:**
- 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.



Town of Pagosa Springs Historic Preservation Board
Wednesday, June 22, 2016
Regularly Scheduled Meeting - Staff Report

I. Call to Order / Roll Call:

II. Announcements:

III. Approval of Minutes:

A. Approval of June 8, 2016 Regularly Scheduled Meeting Minutes.

Staff recommends the HPB approve the June 8, 2016 regularly scheduled meeting minutes after finding that 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.

- I. **Call to Order / Roll Call:** Peggy Bergon calls the meeting to order at 5:47 PM. Present were members Lindsey Smith, Judy James, Andre Redstone, and Chrissy Karas. Also present was Associate Planner Rachel Novak.

- II. **Announcements:** Chrissy Karas will bring the winning photos to FroYo soon.

- III. **Approval of Minutes:**
Approval of May 25, 2016 HPB Meeting Minutes: There is a spelling error on Mike's name. Strike Peggy's comment on liking the vinyl fence better than the brick wall. On page 3 change item "C" to a formal motion. On the decision item on page 3 David Schanzenbaker, Mike Heridy, Mike Davis, Courtney King. Change David Schanzenbaker to Council Member Schanzenbaker. On page 4 strike after Peggy Bergon's comment to leave the heritage brochure alone. Insert that the HPB is happy with the direction of the photographic brochure. Peggy Bergon would like to have a set protocol in place for future demolition in the Historic District properties in reference to Jeff Greer's property. This would include a better recordation of the site and property. Page 3: the Board would like staff to address the permanence or the temperate nature of the new fence as an administrative undertaking and the HPB would like clarification as to how this would be addressed. Approve the minutes as amended.

- IV. **Public Comment:** NONE

- V. **Decision Items:**
 - A) *Recommendation for the Re-Appointment of Chrissy Karas as a regular member of the HPB:* Chrissy Karas says she would like to assist with the 125th year celebrations and the cemetery work, but would like to take a break from the Board. Judy James moves to recommend to Town council to renew Chrissy Karas' appointment to the HPB as a regular member for a 4-year term between July 1, 2016 and June 30, 2020.

 - B) *Recommendation for the Re-Appointment of Andre Redstone as a regular member of the HPB:* Andre Redstone would like to continue his involvement with the Board. Judy James moves to recommend to Town council to renew Andre Redstone appointment to the HPB as a regular member for a 4-year term between July 1, 2016 and June 30, 2020.

 - C) *Final Sandwich Board Sign Survey Responses: Recommendations for Town Council:* Peggy Bergon understands that the HPB needs to give a recommendation to Town Council. She would like that the Downtown District

knows the Board has heard their thoughts and would like to make sure they have this information. She suggests to the Board to have a work session possibly before or after the Town Council recommendation. Andre Redstone discusses the District's concern for removing parking in the 400 block. He clarifies from a recent CDOT meeting that no parking will be removed from the 400 block. Chrissy Karas addresses the District's concerns with the fast traffic downtown. She will help with a petition to slow the speeds through the downtown. On question 2 the HPB discusses how the best direct traffic back to Lewis Street. Andre Redstone says how can public liability be minimized and the answer lies with having the signs meet the code. He also recommends confirming how the sandwich board sign survey was decided upon through Town Council. The HPB agrees that they would like to see compliance with the code and then enforced by staff. Peggy Bergon would like these responses given to the district. Andre Redstone discusses the HPB taking a more proactive role in aiding with attracting more local customers downtown by enhancing the atmosphere. He also recommends a downtown authority to possibly be on the next ballot to help beautify the downtown. Peggy Bergon feels that there was enough of a response on question 9 to hold a work session. Andre Redstone feels there is a lot of talk from the district in response to the HPB's questions, but not enough interest and feedback to aid in decision making. Judy James would like to see more local vendors on Reservoir Hill including the Town's local breweries. The Board agrees and is in support of having more local businesses up on Reservoir Hill. Andre Redstone would like to make a request to Town Council for a greater enforcement of the code on this issue. The Board discusses how to best utilize Lewis Street for festivals and possibly have musicians play on a regular basis. Judy James suggests including the Town Council, TTC, and the Chamber of Commerce in these discussions. Andre Redstone suggests having more diverse backgrounds of people to generate the missing interest in the area. He asks what the Board can do to help encourage a greater inclusiveness of the downtown. He also asks how the Board can help raise the bar and level of service in restaurants and other businesses in the area. Judy James would like staff to seek from Town Council on clarification what they would like to hear from the HPB in regards of the survey. Andre Redstone would like to have an email chain to finalize this decision. This item has been tabled. Lindsey Smith will start the email chain.

D) Education Tent Presentation Table at the Archuleta County Fair: Judy James moves to approve having a presentation table at the Archuleta County Fair. Andre Redstone seconds. Open for discussion. Peggy Bergon recommends peg board for the displaying photographs. The student poster contest winners will be presented at this event. Peggy Bergon wants to clarify how all of this is going to work. Judy James will offer some time to maintain the table. She believes that the Board would need to register for at least three days. Lindsey Smith recommends having plenty of handouts for the event. She also asks if they could share a space with another table so the Board doesn't have to be there the whole time. Andre Redstone would like to have the entire HPB one day for a presentation. Chrissy Karas suggests having some photos of the Rumbaugh

Creek Bridge and about that project. Peggy Bergon is unsure about how large the space would be. Unanimously approved.

VI. Discussion Items:

A) *October 4, 2016, 1:15pm Bus Tour History Talk Volunteer:* Peggy Bergon is unsure about who could be available for this event as it is a Tuesday. This item has been tabled.

B) *Consideration of Future Repurposing of the Town Owned Water Works Facility with Public input work session:* The first meeting is set for next Thursday the 16th. Chrissy Karas suggests having a nice meeting center or certified kitchen space for this site. Andre Redstone would like to have two active Board members on the committee and has asked HPB member Lindsey Smith to join. Lindsey Smith has expressed interest in this endeavor and has accepted this invitation. Andre Redstone would like clarification on what exactly the committee is; if it is part of the HPB or strictly guided by staff. Peggy Bergon asks how committees work and if they are formal meetings. Andre Redstone uses the TTC as an example and says that they have many committees that have formal meetings. Judy James says that staff would help provide information to the committee, the committee would bring the decisions to the HPB, and then the HPB would make a final decision. Andre Redstone asks about what the HPB would like to do in terms of the size of the committee. Peggy Bergon feels that having too many members on a committee can be complicated. She asks Andre Redstone if he would like a cap on the committee. He would like to wait and see who will attend the meeting next Thursday, June 16th. Andre Redstone would like to know the value, scope, and potential for the site. He also asks about the 20 year grant restriction if the Town is awarded the SHF grant for the Waterworks site. Peggy Bergon feels that the committee will be used to flush out the ideas through the public. Andre Redstone says the committee will provide guidance to the HPB on railing designs and various other components of this project.

VII. Public Comment: NONE

VIII. Reports and Comments:

A. *Planning Department Report*

B. *Historic Preservation Board Discussion and Ideas:* Peggy Bergon would like the recording of cemeteries on the next agenda. Andre Redstone would like to have the museum as a discussion item on the next agenda. Andre Redstone would like to possibly have some communication with the museum as part of the committee discussion.

C. *Upcoming Town Meeting Schedule*

X. Adjournment: Andre Redstone moves to adjourn. Judy James seconds. Unanimously approved. The meeting adjourned at 8:15 PM.

HPB Board Members

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

DRAFT

V. Decision Items:

A. 434 Pagosa Street Signage “the NEST” (Feather Your Nest)

Jamie Miller of “the NEST” at 434 Pagosa Street is looking to add a new, permanent, wall sign to the front of her business. The proposed sign will be roughly 3ft TALL x 6ft LONG, with a 7sqft, horizontal feather detail and both will be made of a rusty, core tin metal material with the letters cut out of the metal. The sign will be manufactured by Keagan Smith who has done similar style signs in Town. The feather detail will be of the same material and will be placed above the proposed rectangular sign.

Historic Business District and Local Landmark Design Guidelines

CH8: Design Standards for Signage

8.3 Primary signs should be installed: Flush mounted wall signs shall be no more than twenty-five (25) square feet in size. Primary signs should be proportional in size to the building facade and located within the “sign band” if one is available.

NOTE: The proposed new sign is 18sqft with a 7sqft feather above the sign for a total of 25sqft.

8.11 A sign should not in any way obscure or compete with architectural details of a historic building façade: This is especially important for a building with historic significance. A sign should be designed to integrate with the architectural features of a building and not distract attention from the features.

8.12 The “sign band” is the most appropriate location for primary signage: Locate flush mounted wall signs in the “sign band” area above the transom or storefront windows and below any second floor windows. Respect the sign band borders. The sign should not overlap or crowd the top, bottom or ends of the band. Mount a wall sign to align with others along the block, when feasible.

8.13 Flush mounted wall signs shall maintain the overall proportions of the building facade: Ideally, a commercial building in the Historic Business District would include a sign band integrated into the architectural detailing of the front facade. A wall mounted sign should be proportionate in size to the architectural elements on the building.

8.14 Sign materials should be compatible with that of the building facade: Painted wood and metal are appropriate materials for signs. Their use is encouraged. Unfinished materials, including unpainted wood, are discouraged. Plastic and vinyl are not permitted, except for flush mounted, adhesive lettering. Highly reflective materials that will be difficult to read are inappropriate. Painted signs on blank walls were common historically and may be considered.

8.15 Use colors for the sign that are compatible with those of the building front: Limit the number of colors used on a sign. In general, no more than three (3) colors should be used.

8.16 Lighting for a sign should be an indirect source: Light should be directed at the sign from an external, shielded lamp. A warm light color, similar to daylight, is appropriate. All lighting should be shielded and not shine directly in the eyes of pedestrians or vehicular traffic.

NOTE: No lighting has been proposed at this time. However, the applicant is interested in lighting and will follow up with the HPB at such a time when they are ready to fully consider illumination and will provide options to the Board.

8.17 Internally illuminated signs are prohibited.

BACKGROUND / PURPOSE

8.18 *Using a symbol for a sign is encouraged:* A symbol sign adds interest to the street, can be read quickly and is remembered better than written words.

8.19 *Use simple typefaces on signage:* Typefaces that are in keeping with those seen in the area traditionally are encouraged. Select letter styles and sizes that will be compatible with the building front. Generally, these are typefaces with serifs. Avoid hard-to-read or overly intricate typeface styles.

Land Use Development Code

Section 6.12: Sign Code

Section 6.12.4.A.6.g: Wall-mounted and projecting signs shall be directly secured by metal anchors, bolts, supports, stranded cable or braces, in such a manner as to assure that the sign remains securely attached.

Section 6.12.4.A.6.h: All structural components shall be compatible with surrounding design and architectural features.

Section 6.12.4.C.3: Historic districts: All signs in designated historic districts and with historic landmarks shall comply with the standards in Article 8, Historic Preservation, and the adopted Historic Design Guidelines, in addition to the standards of the Sign Code.

RECOMMENDATION

Possible Decisions for Consideration:

(Madam Chair, I move that that the Historic Preservation Board....)

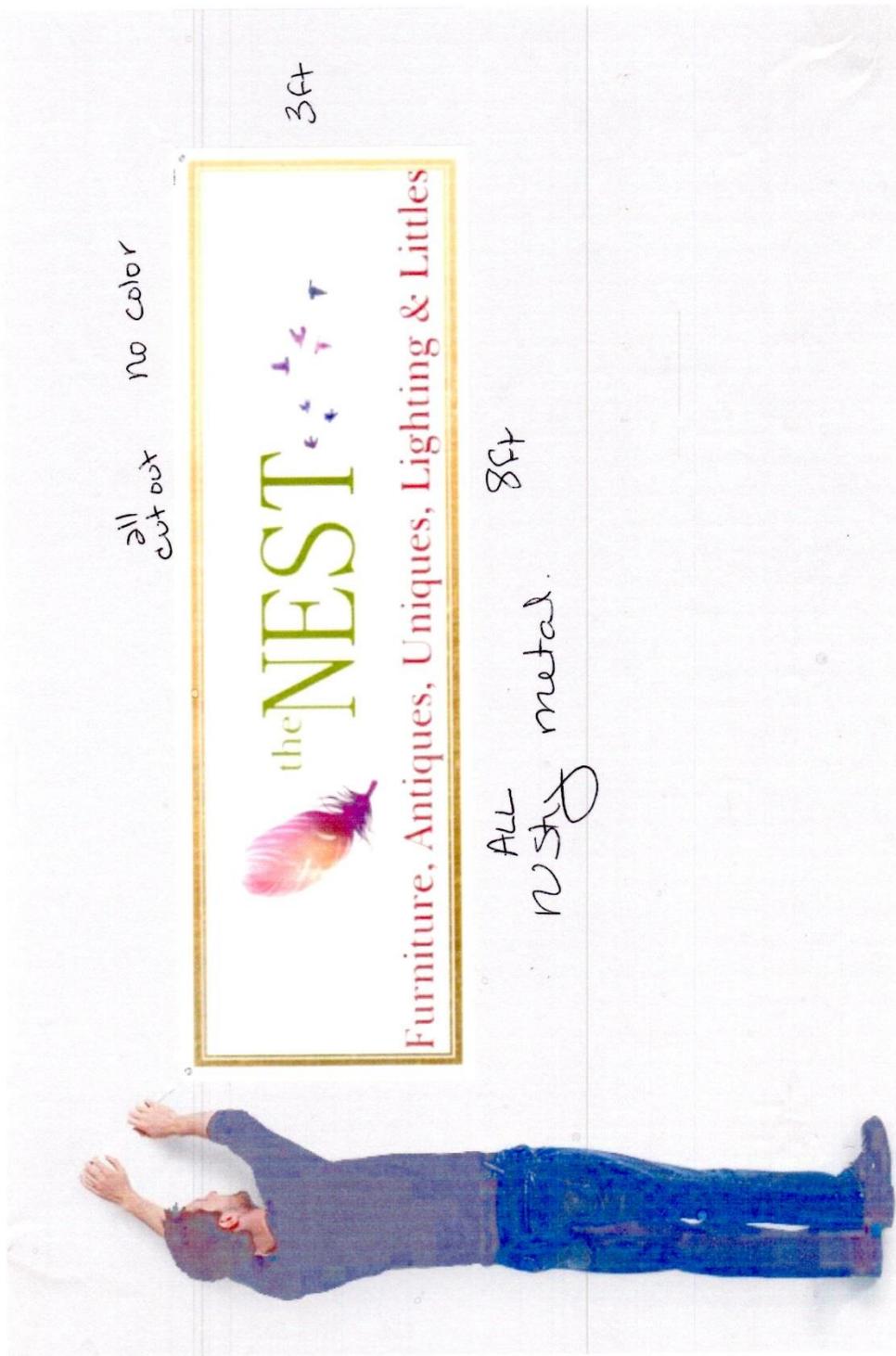
- A) **Approve** the new signage as per the application from Jamie Miller for “the NEST” located at 434 Pagosa Street as presented.
- B) **Approve** the new signage as per the application from Jamie Miller for “the NEST” located at 434 Pagosa Street **with alterations as discussed.**
- C) **Deny** the new signage as per the application from Jamie Miller for “the NEST” located at 434 Pagosa Street.

Our building "Feather Your Nest/The NEST"



Same size banner, placed slightly higher





all cut out
no color

3ft

ALL rusty metal.
8ft

v.

Decision Items:

B. Final Sandwich Board Sign Survey Responses: Recommendations for Town Council

The HPB has previously determined a survey of business and property owners in the historic district would provide helpful insight to any recommendations to Town Council for amending relative codes regarding sandwich board signs. Attached are the final results of the sandwich board sign survey as of April 2016.

It is recommended that the HPB discuss the survey results and consider a recommendation for Town Council's consideration, regarding the continued allowance, revised regulations or prohibition of sandwich board signs in the Historic District and local listed landmarks.

Sandwich board sign regulations within the historic district are addressed in Land Use Development Code (LUDC) Article 6 section 6.12 and in chapter 8 section 8.10 of the "Design Guidelines for the Historic District and Local Landmarks" (DCHDLL).

Some of the issues identified with the use of Sandwich Board Signs in the district include:

- 1) Compliance with current adopted codes. With the recent hiring of additional staff, there are a number of issues that can be enforced including:
 - a) **Sign Permits**
LUDC 6.12.4.B.1: All signs require sign permits and payment of a fee and permit application, unless otherwise exempted under Section 6.12.2.
HPB approval is required in the historic district.
 - b) **Removing signs after actual business hours**
LUDC 6.12.4.B.f: Such signs shall be removed daily, upon close of business.
 - c) **Size**
HBDLLDG 8.10: Sandwich board signs are limited to 5 square feet of surface area per side, limited to 24 inches in width and shall be removed daily upon close of business.
LUDC 6.12.4.B.3 (ord. 764): Unless otherwise stated herein, the area of a temporary sign shall not exceed ten (10) square feet.
 - d) **Location**
LUDC 6.12.4.B.f: Sandwich board (SB) signs may be placed no more than three (3) feet from the primary entrance of the building, and a pedestrian way of at least forty-two (42) inches shall be maintained.
 - e) **One SB per parcel**
LUDC section 6.12.4.B.f: One (1) sandwich board (SB) sign is allowed per parcel.
- 2) Placement on sidewalk in relation to pedestrian paths, trip hazards, car door swing path along parking isle, access between cars for drivers after they park, ect.
- 3) Inconsistent frame designs and sizes, including use of plastic frames (materials).

BACKGROUND / PURPOSE

May 12, 2011: HPB Meeting Minutes**IX. Decision Items****A. Sandwich Board Sign dimensions' decision:**

Staff presented that at the April 14, 2011 HPB meeting, the HPB approved a recommendation to Town Council to allow an increase in size for sandwich board signs within the Historic District. The April 14, 2011 agenda item regarding sandwich board signs was listed under discussion items and not decision items. Staff suggests re approving the recommendation under today's agenda decision items. Twila Brown motioned to recommend that Town Council allow changing the Historic District sandwich board (SB) sign guidelines to allow SB sign structures to be no wider than 22" and no taller than 48", sign size on the structure to be no wider than 22" and no taller than 28" and SB sign location shall be limited to against the business building wall. Jeff Greer seconded the motion and the motion was passed unanimously. Shari Pierce asked staff to present the recommendation to the planning commission prior to Town Council.

July 14, 2011: HPB Meeting Minutes**VIII. Decision Items****A. Consider revised Sandwich Board Dimension recommendation to Town Council.**

Staff presented the Planning Commissions (PC) recommendation, from the June 14, 2011 PC meeting, regarding the HPB's recommendation on increasing the size of the sandwich board (SB) sign allowance in the historic district. The PC supported the HPB intent on increasing the SB sign size and the placement along the building wall, however they questioned the proposed allowable size at 4.15 sqft per side instead of the 5 sqft per side that the town sign code allows throughout the rest of the community. The PC recommended the HPB consider amending their recommendation to allow 5 sqft per side. The HPB discussed the PC recommendation and decided to amend their recommendation to the PC and Town Council (TC) and to limit the placement of the SB signs along the business building wall. Wendy Sutton motioned to " Approve a recommendation to the Planning Commission and Town Council to amend section 8.10 of the town's Historic District Design Guidelines, to allow a two sided SB sign at 5 sqft max per side and 24-inch maximum width with a recommendation to business owners to limit width to 22 inch and limit the placement of such SB signs to against the business building wall". Twilla Brown seconded the motion and the motion was unanimously approved.

August 8, 2011: Town Council Meeting Minutes**IV: New Business**

4.Ordinance No. 764, First Reading, Amending "The Design Guidelines for the Historic District & Local Landmarks" Section 8.10 Regarding Sandwich Board Sign Size and Placement - The Historic Preservation Board has recently discussed the merits of allowing an increased size for sandwich board signs within the historic district. After much discussion between the Historic Preservation Board and the Planning Commission a compromise was obtained. Council Member Holt moved to approve the first reading of Ordinance No. 764, amending section 8.10 of the Design Guidelines for the Historic District and Local Landmarks to allow Sandwich Board signs up to 5 sqft per side, up to 24" in width and limiting the placement to against the business building wall on the sidewalk, Council Member Volger seconded, unanimously approved.

LUDC Article 6: Development and Design Standards – SIGN CODE**Section 6.12.4.B.**

f. Sandwich board signs: Such signs shall be removed daily, upon close of business. Such signs shall not exceed five (5) square feet of surface area per one-sided sign and ten (10) square feet of surface area as a combination of both sides of the sign. One (1) sandwich board (SB) sign is allowed per parcel. Sandwich board (SB) signs may be placed no more than three (3) feet from the primary entrance of the building, and a pedestrian way of at least forty-two (42) inches shall be maintained. In addition to the above SB regulations (Amended Per Ordinance No. 764) within the Historic District, SB signs are limited to twenty-four (24) inches in width, and shall be placed along the building wall on the sidewalk.

Design Guidelines for the Historic District and Local Landmarks,

Section 8.10: “A portable sign may be considered for temporary signage. Portable signs include A-frame (sandwich board sign), signs mounted on easels or free-standing frames with sign inserts. A sandwich board sign shall be limited to five square feet of surface per side, limited to 24” in width and shall be removed daily, upon close of business. A portable sign should not interfere with pedestrian traffic and placement is limited to along the business building wall on the sidewalk. (Amended per Ordinance 764)

LUDC Article 6: Development and Design Standards – SIGN CODE**Section 6.12.4.B.**

f. Sandwich board signs: Such signs shall be removed daily, upon close of business. Such signs shall not exceed five (5) square feet of surface area per one-sided sign and ten (10) square feet of surface area as a combination of both sides of the sign. One (1) sandwich board (SB) sign is allowed per parcel. Sandwich board (SB) signs may be placed no more than three (3) feet from the primary entrance of the building, and a pedestrian way of at least forty-two (42) inches shall be maintained. In addition to the above SB regulations (Amended Per Ordinance No. 764) within the Historic District, SB signs are limited to twenty-four (24) inches in width, and shall be placed along the building wall on the sidewalk.

For the purpose of discussions and considerations on this matter, staff recommends the HPB discuss at least the following items, for the consideration of developing your recommendation(s) to Town Council.

- 1) Should SB signs be allowed in the Historic District?
- 2) If prohibition is recommended:
 - a. What are the geographic boundaries of the prohibition?
 - i. Just the 400 block along Pagosa Street?
 - ii. Include 400 block of Lewis?
There is a pavestone area between sidewalk and parking isle.
 - iii. Include all listed landmarks?
This could create an unfair disadvantage for landmarks located outside the district that are next door to an unlisted property. The listed property could not have more SB sign restrictions than neighboring property.
- 3) If continued use of SB is recommended:
 - a. Are the current regulations acceptable regarding;
 1. Placement on sidewalk:
 - a. On the 400 block, placement on sidewalk is the only option.
 - b. Placement conflict along parking isle include door swing obstruction and driver access obstruction between parked cars. It seems most businesses are locating their SB signs along the curb. The Town will be re-painting parking spaces along 400 block this summer. This will identify areas that would reduce obstructions. Maybe as part of the permitting process, signs have a specific marked location on the sidewalk? Technically, only one SB sign per property, not per business. Next to building as current code requires or along curb as many current placements are located? Any restrictions?
 - c. Should an amendment be recommended to allow one sign per business instead of per property? OR Should staff reach out to each property owner and let them know that only one tenant can have a SB sign?

2. Size of sign:
 - I. Square footage. Current allowance is 5 sqft per side pursuant to Ordinance 764.
 - II. Dimensions: Current allowance is 24 inches wide (no height regulations).
 - III. Should any revised or new size revisions be proposed? Total Height (42" – 48")?
3. Removal after business hours:
 - a. Does the HPB support this existing code provision?

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

RECOMENDATION

- 1) Recommend to Town Council to allow the continued use of Sandwich Board Signs under the existing provisions of the "Land Use Development Code section 6.11" and the Adopted "Design Guidelines for the Historic District and Local Landmarks Chapter 8".
- 2) Recommend to Town Council to allow the continued use of Sandwich Board Signs, with the following LUDC code revisions: (for example)
Along the 400 Block of Pagosa Street OR within the historic district OR in the historic district and at all local landmarks:
 - a. Limited the per side size to ____ sqft
 - b. Limited the width to ____"
 - c. Limit the height to ____"
 - d. Limit placement of SB signs on the public sidewalk to specific marked locations adjacent to business.
 - f. Other as determined by the HPB.
- 3) Recommend to Town Council that the Town prohibit the use of Sandwich Board Signs within the Entire Historic District – OR – 400 Block of Pagosa Street – OR - Entire Historic District and all local listed landmarks).
- 4) Table this decision until additional information is provided and reviewed.

V. Decision Items:

C. Walking Tour Brochure Updates

BACKGROUND/PURPOSE	<p>It has been suggested that the existing walking tour brochure is in need of updating to make the walking tour experience much easier to navigate. Staff does have access to the original images, some text, and PDF's of the brochure, but no original documents with all of the content together. Staff is capable of redoing this brochure with the existing information if agreed upon by the Board to do so. Staff could provide the updated brochure at the next HPB meeting.</p>
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RECOMMENDATION	<p>Possible Decisions for Consideration: (Madam Chair, I move that that the Historic Preservation Board....)</p> <ol style="list-style-type: none">1) Approve staff to update to the existing walking tour brochure with changes as discussed.2) Deny staff to update to the existing walking tour brochure.
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VI. Decision Items:

D. Update on County Fair Events Activities and Promotions

BACKGROUND/PURPOSE	<p>The HPB has been preparing to participate in the County Fair, August 4-7, 2016. The HPB has a few outstanding items for decisions. This agenda item is provided to ensure all decisions needed can be done in a timely manner, since the event is 5 weeks away.</p>
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VI. Decision Items:

E. Railing Proposal for Rumbaugh Creek Bridge

BACKGROUND/PURPOSE

Staff received one proposal for the Rumbaugh Creek Bridge Railing from T-Bull Welding. They have completed various projects for the Town and have provided several examples of past work along with a few images of proposed railings for the bridge; this also includes prices. These examples should be able to help the Board narrow down the style and price range for the railing to be welded at the Rumbaugh Creek Bridge site. Staff would like guidance on how best to proceed.

RUMBAUGH CREEK BRIDGE RESTORATION PROJECT BID PROPOSAL

To: Planning Department
Town of Pagosa Springs
PO Box 1859
Pagosa Springs, CO 81147

T-Bull Welding LLC is pleased to submit our proposal for the construction & installation of approx. 160 lf of guard & hand railing for the Rumbaugh Creek Bridge Restoration Project.

ABOUT US:

T-Bull Welding LLC with Garry Eslinger owner/operator, has been a full service, fully insured welding and metal fabrication shop in Pagosa Springs, CO since June 2001. With extensive experience in Mig and Tig welding, Garry has provided high quality fabrication and design of guardrail, gates, signs and ornamental iron work over the years. A master fabricator, he is also known as being a valued source for the citizens of Pagosa Springs to rely on for their metal working needs and repairs.

We methodically approach each job that we contract to insure that we are organized, our time, effort and resources are effectively used and that safety is never compromised for lack of planning.

This includes:

- *Initial review of site layout, including ease of access, slope, obstacles, public foot or vehicle traffic.
- *Design, materials take off, material availability & appropriate welding supply stock.
- *Appropriate permits if required.
- *Available personnel assistance if needed.
- *Having a dedicated time scheduled for a specific project.
- *Clarity in all parties financial obligations and project expectations.

Our on site safety protocol is an essential part of our mobile welding service and is standard procedure. Begin with an organized, clean work area, stay alert, stay alert, stay alert. People, pets, weather are all distractions so it is important to be aware of your surroundings while still being focused on your work. Be organized as you work, wear proper safety equipment, leave with a clean work area.

Our customers are our business and we fully warranty our work to be free of defects in workmanship and materials. We commit to the timely repair of any such defect should they occur. We have always stood by our work and go "the extra" to keep our customers returning. The Town of Pagosa Springs is solely responsible for the implementation & use of the finished, installed railing and safety of the surrounding area.

T-bull Welding LLC has successfully completed many guardrail projects over the years. I have listed

three larger projects completed in the last 2 years that we believe you will find relevant to the current restoration project. Please see attached pages for a summary and photos of these three projects.

ESSENTIAL PERSONNEL:

***Garry Eslinger** began welding on his family's farm. He attended Griggs County Vocational Welding School in 1977 and has used welding as an essential part in his employment career. From his employment with Mike J Thiel, Inc., a transmission line contractor, to his current ownership of T-Bull Welding LLC.

***Frances Eslinger**, co-owner of T-Bull Welding LLC. Administrative and fabrication assistant.

***Troysen Descheenie** graduated Red Mountain High School in Arizona and attended Tulsa Welding School in Tulsa Oklahoma, graduating in 2015. Troysen has worked as a seasonal employee for T-Bull Welding and would be our hired assistant if needed.

TIMELINE:

Time lines tend to be a slightly fluid factor, but we think:

- 1 to 1.5 days to cut base plates and weld anchor bolts.
- 5 days to have the posts cut, installed and fully welded.
- 1 to 1.5 months to have railing panels fabricated & installed. Weather co-operating.

CONTRACT REQUIREMENTS:

We work. You pay.

We are flexible, but we would like to have an initial deposit to cover start up costs with the remainder due on completion.

A SMALL SAMPLING OF OUR RECENT WORK.

(1). (2014-2015). Town of Pagosa Springs, CO. River Walk Phase III.

This corten steel project (approx. 360 lf) was a combination of guard rail and hand rail and was fabricated almost entirely on site. The 4" square tube posts were welded in place to plates that had been set in concrete along the walkway edge. Each section of guard was then welded in place 1 steel piece at a time.

*Sub-Contracted from Hart Construction Inc. Bob Hart - President (970) 264-6999



(2). (2015). Wilson Residence Curved Guardrail & Gates in Hidden Valley.

This was an interesting project. We fabricated a safety guardrail to match an existing curved rock edge. Simple in design, it allows the beauty of the landscape to be dominate. Approximately 180.5' of hand curved ornamental guardrail. (1) single gate & (2) double gates.

Bob Culp Ranch Manager (505) 330-9231.

Wayne Wilson referring contractor. (970) 731-1040).



(3). (2014). Andrews Residence Guardrail and Handrail. 192" guardrail. 36' handrail.

This guardrail was designed to complement the large log deck beams. We used a 4"x 1.5" rectangle tube for the top rail and 5/8" sq tube for the balusters. Welded in the shop and precisely fit to the round log posts.

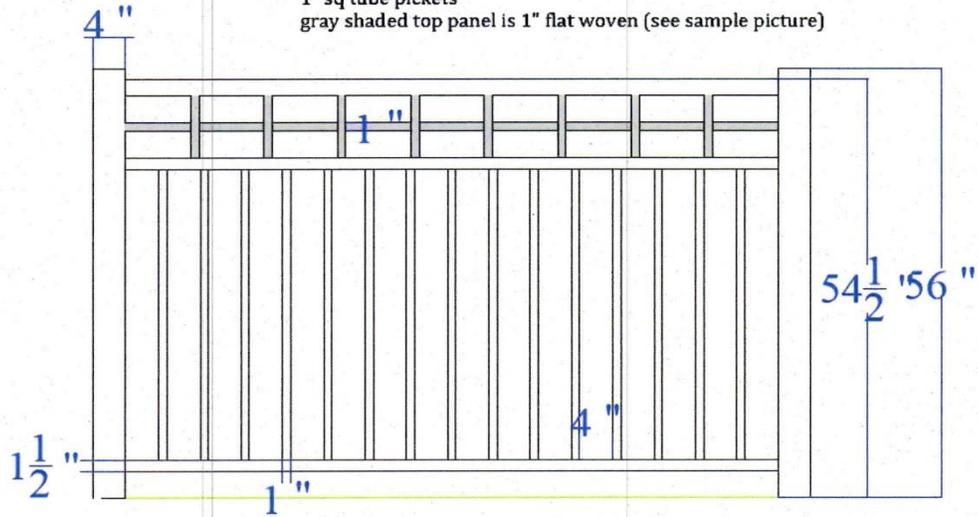
Moore & Company Inc. Mike Moore - President (970) 264-7008



MODERN SAMPLE RAIL DESIGN - This rail design has 4" sq tube posts, 3" x 2" rectangle tube top rail. 1-1/2 square tube horizontal rails, 1" square tube pickets and 1" woven metal panel between top rail and mid rail, with approx. 3-1/2" x 8" openings. (see picture sample of woven metal). All steel is Cor-ten. This design will run \$155.00 LF. (includes handrail)

Rumbaugh Creek Bridge Modern Sample

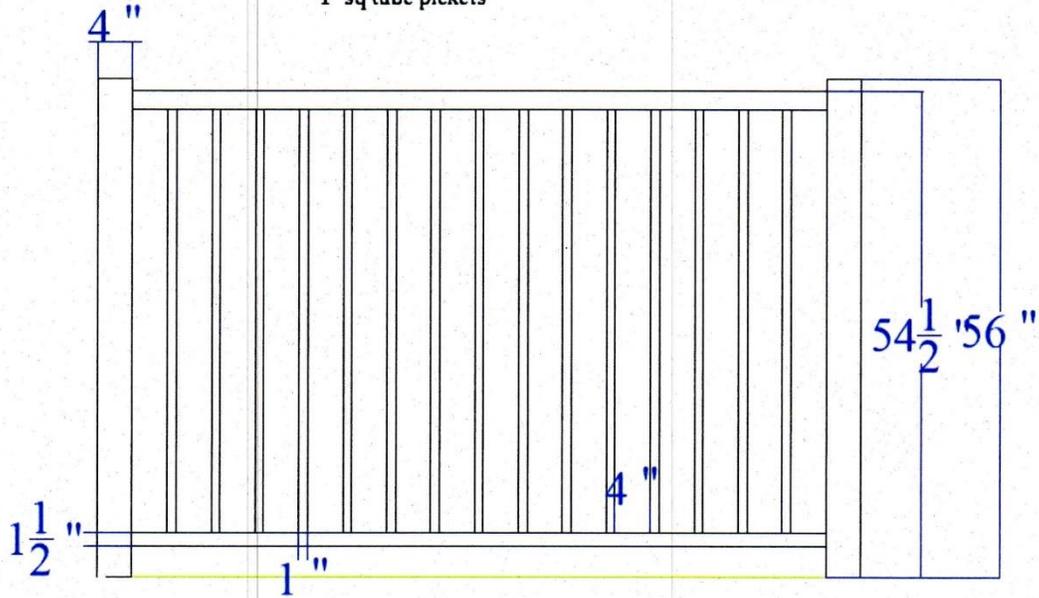
- 4" sq tube posts
- 3" x 2" rectangle tube top rail
- 1-1/2" sq tube horizontal rail
- 1" sq tube pickets
- gray shaded top panel is 1" flat woven (see sample picture)



MODERN SAMPLE RAIL DESIGN 2 - This rail design has 4" sq tube posts, 3" x 2" rectangle tube top rail. 1-1/2 square tube bottom rail and 1" square tube pickets. All steel is Cor-ten. This design will run \$145.00 LF (includes handrail)

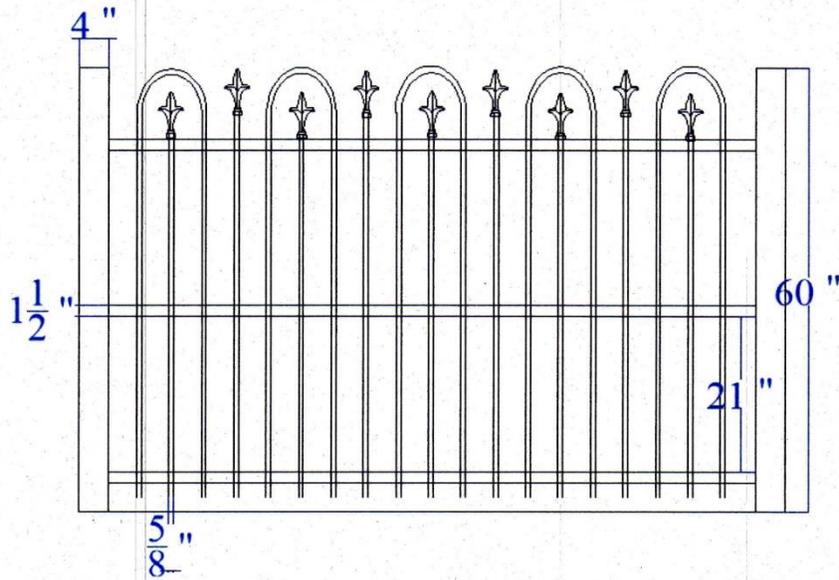
Rumbaugh Creek Bridge Modern Sample

- 4" sq tube posts
- 3" x 2" rectangle tube top rail
- 1-1/2" sq tube bottom rail
- 1" sq tube pickets



PERIOD CORRECT SAMPLE RAIL DESIGN 1 - This rail design has 4" sq tube posts, 1-1/2 top, bottom and center support angle. Pickets are 5/8" solid round stock bent to shape. All steel is Corten. Final is cast iron. This design runs \$165.00 LF (includes handrail).

PERIOD CORRECT SAMPLE RAIL DESIGN 1
This rail design has 4" sq tube posts, 1-1/2 top, bottom & center support angle.
Pickets are 5/8" solid round stock bent to shape.
All steel is Corten. Final is cast iron. This design runs \$\$ LF



VI. Discussion Items:

A. Waterworks Committee

BACKGROUND/PURPOSE	<p>The Waterworks Committee met on Thursday, June 16, 2016 at Noon. This was the first meeting between committee members and discussions consisted of a background of the property, the current status of the SHF grants, and some potential future options for the site.</p> <p>A follow up meeting is scheduled for June 30, 2016 at noon.</p> <p>The committee will host a public input forum on this subject in the near future. To ensure broad community involvement, staff will be test driving a web page for this project to communicate the history of the site, provide potential considerations for repurposing/developing the site, convey updates on the bridge and water works facility restoration projects, and seek public comments.</p> <p>Staff would like to use this as a test for future projects to keep the public up to date and encourage community involvement. You can access the Draft website at this link: http://townofpagosasprings.wix.com/waterworkscommittee . Please provide any comments to Rachel or James.</p>
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VI. Discussion Items:

B. October 4, 2016, 1:15pm Bus Tour History Talk Volunteer

BACKGROUND/PURPOSE	<p>There is a bus tour arriving 10/04/16 and they would like to attend a Historic District walking tour. The HPB had previously committed to providing volunteers for this requested special historic walking tour engagement, back in 2015</p> <p>Staff recommends the HPB solicit and secure at least 2 volunteers to conduct this specially scheduled historic district walking tour.</p>
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VI. Discussion Items:

C. HPB Website

BACKGROUND/PURPOSE	<p>Staff is currently developing a supplemental website for the HPB. This would ultimately be lined to the Town's webpage and would be easy to navigate, have photographs of the Historic District, and have links to the various sections of the Historic Business District and Local Landmark Design Guidelines. Staff would like guidance on what the Board would like to see on their website. Staff will present a draft website at the next HPB meeting.</p>
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VII. Reports and Updates:

A. Planning Director Report

PLANNING COMMISSION (PC) UPDATE

Meeting minutes from May 24 are **attached**. On May 24th the PC:

- 1) Approved a Design Review Application for 341 Harman Park Drive, for an indoor climate controlled self-storage facility.
- 2) Approved a Conditional Use Permit for a Vacation Rental at 315 Apple Street.
- 3) Tabled discussions about the zoning district map until June 14th. The PC will be discussing the Town's zoning map and consideration for future map amendments.
- 4) Approved staff to provide a list of plant species that will successfully grow in our area.
- 5) Was updated on the Town Council's decision to hold a work session regarding smaller lot sizes in the R-12 and R-20 district and potential considerations of the effects vacation rentals may have on the availability of work force housing.

The Next Regularly scheduled PC meetings will be conducted on June 14th and 28th at 5:30pm in Town Hall.

TWO RIVERS GRAVEL PIT

Archuleta County Planning Commission approved a recommendation for the BoCC to DENY the Two Rivers Gravel Pit application. The BoCC will consider the matter on Wednesday June 22 at 1:30pm at the County Extension building located at the fair-grounds. The Town Planning Director has identified a number of issues related to increased heavy truck traffic in residential districts, pedestrian safety and impacts to our Town road infrastructure, and has generally requested that if the Gravel Pit application is approved, an equitable truck delivery route be approved identifying delivery zones and routes for those zones, as a means to ensure all the traffic does not go through Town Streets only.

SAFE ROUTES TO SCHOOL GRANT

Our Safe Routes to School Infrastructure grant application was fully funded at \$346,500. The state received 21 applications with our application scored #4 out of the 7 projects awarded funding.

The Town Project Manager, Scott Lewandowski is currently preparing an RFP for design services to be completed in 2016.

Construction is planned to occur in early 2017.

Following are the financial contributions the Planning Director was able to negotiate and secure for the project:

SRTS approved \$346,500, The Town Council approved \$80,000, the BOCC \$10,000 and the School district \$3,500,

Totaling \$440,000.

WATER WORKS FACILITY FUTURE REPURPOSING

The HPB has designated a committee to work on a public input work session regarding the future potential of the Water Works Facility site, including the stone arch bridge. This is being initiated to ensure a full understanding of the site for potential future repurposing and use of the Town owned site.

RUMBAUGH CREEK BRIDGE UPDATE

The Collaborative is running behind in completing our design plans for the bridge restoration project. Staff has provided a deadline of June 22, 2016 for the plans, otherwise we will seek another consultant for restoration plans. The restoration plans require State Historic Fund staff review and approval prior to RFP's being advertised. Once we have the approval from the SHF, we will solicit an RFP for construction services.

TOWN TO PAGOSA LAKES TRAIL, EAST PHASE UPDATE:

This trail segment project has been advertised for construction bids !! Staff will bring the bid abstract to Town Council on July 5th for consideration of awarding the project to a contractor for construction this summer.

TOWN TO PAGOSA LAKES TRAIL, WEST PHASE UPDATE:

After finalizing the Federal Uni-Form Act easement acquisition donations, we have received CDOT Right-of-Way approval and will be submitting final plans for CDOT approval to advertise for construction bids in the coming weeks. As soon as final plan approval is received, we will advertise for construction bids for construction in 2016.

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.

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.

VII. Reports and Updates:

- C. Upcoming Town Meeting Schedules

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|-----------|---|
| a. | Next Scheduled PC Meetings:
~ Tuesday, June 28, 2016 @ 5:30pm in Town Hall, Regular Meeting
~ Tuesday, July 12, 2016 @ 5:30pm in Town Hall, Regular Meeting |
| b. | Next Regular Scheduled Historic Preservation Board meetings:
~ Wednesday, July 8, 2016 at 5:45pm in Town Hall
~ Wednesday, July 27, 2016 at 5:45pm in Town Hall |
| c. | Next Regular Town Council Meetings:
~ Thursday, June 23, 2016 at 5pm in Town Hall
~ Tuesday, July 5, 2016 at 5pm in Town Hall |
| d. | Next Regular Parks and Recreation Board Meeting:
~ Tuesday, July 12, 2016 @ 5:30pm in the Ross Aragon Community Center
~ Tuesday, August 9, 2016 @ 5:30pm in the Ross Aragon Community Center |

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