



**TOWN OF PAGOSA SPRINGS**  
**Historic Preservation Board**  
**Regularly Scheduled Meeting Agenda**  
**Wednesday, October 26, 2016 @ 5:45p.m.**  
Town Hall, 551 Hot Springs Blvd.

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- I. **Call to Order / Roll Call:**
- II. **Announcements:**
- III. **Approval of Minutes:**  
Approval of the October 12, 2016 HPB Regularly Scheduled Meeting Minutes
- IV. **Public Comment:**
- V. **Decision Items:**
  - A. Saving Places Conference & National Alliance of Preservation Commissions Training Program
  - B. Museum Invitation Letters
- VI. **Discussion Items:**
  - A. Waterworks Committee Update
  - B. Student Poster Contest Photos
- 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**

**Lindsey Smith:** HPB Vice-Chairperson

**Chrissy Karas:** HPB Regular Member, **Andre Redstone:** HPB Regular Member,

**Judy James:** HPB Regular Member, **Peggy Bergon:** Regular Member,

**Brad Ash:** Alternate Member, **Larry Garcia:** 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, October 26, 2016  
Regularly Scheduled Meeting - Staff Report

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

**II. Announcements:**

**III. Approval of Minutes:**

A. Approval of October 12, 2016 Regularly Scheduled Meeting Minutes.

Staff recommends the HPB approve the October 12, 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:** Vice-chair Lindsey Smith calls the meeting to order at 6:00PM. Present were Board members Judy James and Andre Redstone. Also present were Planning Director James Dickhoff and Associate Planner Rachel Novak.
- II. **Announcements:** Member Judy James needs to leave by 7:00PM and the Board will need to complete this evening's meeting by then to ensure there is a quorum.
- III. **Approval of Minutes:**  
Approval of the September 28, 2016 HPB Regularly Scheduled Meeting Minutes: On discussion item "A" have it say, "The Board" would like to have a work session. Judy James motions to approve the minutes as amended. Andre Redstone seconds. Unanimously approved.
- IV. **Public Comment:** NONE
- V. **Decision Items:**
  - A. Saving Places Conference & National Alliance of Preservation Commissions Training Program: Staff would like at least a few Board members to attend the CAMP training and the conference. Andre Redstone would like to attend both if he is able to. Lindsey Smith will be attending the event already through the Forest Service. Associate Planner Rachel Novak will start an email chain to see who can commit to these events.
  - B. Waterworks Committee as a Permanent Discussion Item: Andre Redstone wants to ensure while it is pertinent, this needs to be a discussion item. Andre Redstone motions to have the Waterworks Committee discussions and relevant material to be on the HPB agenda for as long as it is relevant. Judy James seconds. Unanimously approved.
  - C. Reinventing the Historic House Museum Workshop: Associate Planner Rachel Novak provides a brief overview of the event. Staff has one seat reserved for this event for one HPB member to attend or possibly a museum representative. The Board supports possibly asking Jean and John Taylor to attend the event. Judy James motions to send Jean and John Taylor to the Historic House Museum Workshop and that the Board funds the second seat. Andre Redstone seconds. Unanimously approved.
- VI. **Discussion Items:**
  - A. October 4, 2016 Bus Tour Overlook Historical Talk Update: Associate Planner Rachel Novak provides an update on the event. The event brought in about \$271.00 in donations and overall everyone really appreciated the presentation and enjoyed themselves. Andre Redstone suggests a thank you card for the Taylor's.
  - B. HPB Acting as Museum Liaison: Staff recommends having HPB members attend each of the museum's Board meetings. Lindsey Smith recommends having these meetings on a rotation. Andre Redstone says that each of the museums is going through their own struggles and the Town needs to help in some form. He feels that the HPB needs

a better understanding of what each museum needs, where they see their future, and how the Board and Town can help. He would like the HPB to be the mechanism to convey these to the Town Manager and Town Council. Lindsey Smith suggests a small presentation at the museum Board's meetings. Andre Redstone recommends a work session outside of the normal meeting time to ensure as many representatives are present as possible. The Board would like staff to coordinate this endeavor. Andre Redstone has been talking with people throughout the community about their experiences with the museum and what they would like to see if there was an expanded museum. He received some interesting feedback. He says that there is a great void for a repository of our local history for people to interact with and learn from. There is an opportunity to reach out to private entities for a public-private partnership to potentially fund projects for the museums success. The Board would like to have a formal work session with the museum entities very soon to discuss goals, short/long term plans, budget needs, and space needs. Andre Redstone would like to have on the next agenda to send out letters of inquiry to the respective museum Boards for individually, special meetings for dates that would work for each museum. Staff will draft a letter and send it out for feedback via email. Then on the next agenda this will be a decision item for the Board to sign off on.

**VII. Reports and Updates:**

- A. Planning Director Report: Associate Planner Rachel Novak provides an update on the waterworks grant, comprehensive plan, Smart Growth Technical Assistance Grant, and the Artwork on Main project. Staff provided the documents to receive the contract from SHF staff to review over the next 45-days before officially accepting the grant. SE Group will have an official contract back to us hopefully by next week to finalize the beginning of the project. Staff hopes to have about 5 proposals back on the deadline this Friday for the Artwork on Main project. A review committee with at least one HPB member as a representative. The decision will ultimately come back to the Board and recommendation will be made to Town Council.
- B. Opportunity for HPB members to briefly present ideas and suggestions as well as potential future agenda items for the HPB's consideration: NONE
- C. Upcoming Town Meeting Schedules

**VIII. Public Comment:**

- IX. **Adjournment:** Judy James motions to adjourn at 7:00PM. Andre Redstone seconds. Unanimously approved.

**HPB Board Members**

**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. National Alliance of Preservation Commissions (NAPC) CAMP Training Program**

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| <b>BACKGROUND/PURPOSE</b> | <p>As many of you are aware, every other year, Colorado Preservation, Inc.'s Saving Places Conference hosts the National Alliance of Preservation Commission's (NAPC) CAMP training program. 2017 is that year, so in conjunction with the Denver Landmarks Commission, CAMP will take place at the February Conference.</p> <p>In planning for the date, the all-day CAMP can either take place on Wednesday, February 1st or Saturday, February 4th. If held on Wednesday, please be aware that it will conflict with Preservation Advocacy Day at the Colorado State Capitol, also a Saving Places Conference event.</p> <p>History Colorado, Denver Landmarks Commission and Colorado Preservation, Inc. need your input. Staff needs to let History Colorado personnel know as soon as possible on your decision for which day would work best for those attending the conference.</p> |
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| <b>RECOMMENDATION</b> | <p>I motion to.....</p> <p>a) "Send _____ to attend the 2017 Saving Places Conference and participate in the CAMP training."</p> |
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**B. Museum Invitation Letters**

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| <b>BACKGROUND/PURPOSE</b> | <p>It was discussed at the last HPB meeting to have two, separate meetings with the museums in Town: one with the Fred Harman Museum and the other with the Pioneer Museum. These meetings will help to better understand what each of the museums needs or would like assistance with from the Board and from the Town. Draft letters were sent out via email and attached are the final drafts of the letters.</p> |
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| <b>RECOMMENDATION</b> | <p>I motion to.....</p> <p>a) "Approve the letters as written."<br/>b) "Approve the letters as written with the changes as discussed."</p> |
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*TOWN OF PAGOSA SPRINGS*  
*HISTORIC PRESERVATION BOARD*

OCTOBER 26, 2016

Dear Fred Harman Art Museum Board,

The Town of Pagosa Springs Historic Preservation Board would like to formally invite you to a joint, work session at Town Hall. This work session will help the Historic Preservation Board better understand the current and future needs of the Fred Harman Art Museum, how the Board and the Town can assist in the success of the Fred Harman Art Museum, and to gain a clear vision of where the Museum Board sees the Fred Harman Art Museum in the future.

A tentative date of Thursday, November 3, 2016 at 5:30PM has been scheduled for this work session. Please contact Associate Planner Rachel Novak with the Town Planning Department at [rnovak@pagosasprings.co.gov](mailto:rnovak@pagosasprings.co.gov) or (970)-264-4151 x 221 to discuss this work session and tentative date and time.

We appreciate all you have done and continue to do for the Fred Harman Art Museum and we are greatly look forward to meeting with you to discuss the Museum's future.

Respectfully,  
Town of Pagosa Springs  
Historic Preservation Board



*TOWN OF PAGOSA SPRINGS*  
*HISTORIC PRESERVATION BOARD*

OCTOBER 26, 2016

Dear Pioneer Museum Board,

The Town of Pagosa Springs Historic Preservation Board would like to formally invite you to a regularly scheduled meeting at Town Hall. This meeting will help the Historic Preservation Board better understand the current and future needs of the Pioneer Museum, how the Board and the Town can assist in the success of the Pioneer Museum, and to gain a clear vision of where the Museum Board sees the Pioneer Museum in the future.

A tentative date of Wednesday, November 9, 2016 at 5:45PM has been scheduled for this meeting. Please contact Associate Planner Rachel Novak with the Town Planning Department at [rnovak@pagosasprings.co.gov](mailto:rnovak@pagosasprings.co.gov) or (970)-264-4151 x 221 to discuss this meeting and tentative date and time.

We appreciate all you have done and continue to do for the Pioneer Museum and we are greatly look forward to meeting with you to discuss the Museum's future.

Respectfully,  
Town of Pagosa Springs  
Historic Preservation Board

**VI. Discussion Items:**

**A. Waterworks Committee Update**

BACKGROUND/PURPOSE

The Committee met on 10/18/16 to discuss further preparations to have a meeting with SHF staff. The Committee feels that the renderings should be provided to SHF soon. The contract documents should be sent to the Town soon and the review process will take at least 45 days, but staff will ask for 60 days upon receiving the documents. Staff has reached out to our SHF contact for a face-to-face meeting or at a minimum a video call to discuss the list of potential ideas and renderings.

**B. Student Poster Contest Photos**

BACKGROUND/PURPOSE

The student poster contest that had taken place earlier in the year has been finalized in giving the awards to the winners. At this time staff is working to locate the elementary school winners and the high school winner. The high school winner is available for a photo Tuesday October 25<sup>th</sup> or Thursday October 27<sup>th</sup> at 8:30AM. Staff recommends that at least one or two representatives from the HPB are present to take photos with the winner. The image will then be released along with an article to the SUN Newspaper.

**VII. Reports and Updates:**

**A. Planning Department Report**

**Waterworks Grant**

The Waterworks Committee continues to meet and prepare to present potential repurposing ideas to the public at a public meeting TBD. The intent is to look at the possibilities the opportunity site may have and present their finding to Town Council, prior to Town Council formally accepting the recently awarded \$167,000 SHF restoration grant. Staff has sent in the initial grant documents saying that we understand the 20-year deed restrictions, that we have the matching funds in place, we're insured, we conform to state law for not contracting with illegal aliens, and how much time we need to review the physical contract once the Town receives them. Staff requested at least 45-days to review the contract once we receive it.

**Comprehensive Plan Update**

Staff met with the SE Group project team via video call to kick off the project. Items that were discussed include the general timeline, how to incorporate and coordinate efforts with the Smart Growth America grant (if awarded), whom to ask to be part of the steering committee, and who to include as a stakeholder for consultant interviews. At this time, staff and the consultants feel the steering committee should be made up of 8-10 representatives. Staff will be reaching out to all of these individuals soon. Currently, SE Group has sent staff the contract back with edits and staff is working to finale the official agreement.

**Smart Growth America Technical Assistance Grant**

Staff submitted the application on October 6, 2016. The application is to receive free technical assistance on "Implementing Smart Growth 101" and this will include an in-depth look at walkability, housing, and general planning efforts for the Town's future. The program has an emphasis on rural communities (population less than 20,000) and of the 6 municipalities that will be awarded the grants, 3 will be from rural areas. Staff will be notified on November 9, 2016 if we were selected.

**Artwork on Main**

The mural artwork replacement is currently being advertised for proposals and bids. Staff received a total of 4 proposals and have been in contact with review committee members; which include two HPB members. They are currently grading them and the committee will come back together next week to discuss the proposals. Interviews will then take place the following week. It is anticipated to have the artist selected the day of the interviews and presented at the first Town Council meeting in December for approval. The new artwork should be installed prior to April 1, 2017.

**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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| <b>a.</b> | Next Scheduled <b>PC</b> Meetings:<br>~ Tuesday, October 25 at 5:30pm in Town Hall, Regular Meeting<br>~ Tuesday, November 8, 2016 at 5:30pm in Town Hall, Regular Meeting   |
| <b>b.</b> | Next Regular Scheduled <b>HPB</b> meetings:<br>~ Wednesday, October 26, 2016 at 5:45pm in Town Hall<br>~ Wednesday, November 9, 2016 at 5:45pm in Town Hall  |
| <b>c.</b> | Next Regular <b>Town Council</b> Meetings:<br>~ Thursday, October 20, 2016 at 5pm in Town Hall<br>~ Tuesday, November 1, 2016 at 5pm in Town Hall  |
| <b>d.</b> | Next Regular <b>Parks and Recreation Board</b> Meeting:<br>~ Tuesday, November 8, 2016 at 5:30pm in the Ross Aragon Community Center<br>~ Tuesday, December 13, 2016 at 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.

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| <b>a.</b> | <p><u>TIME LIMIT: Up to 2 minutes per person and a total of 20 minutes.</u></p> <p>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.</p> |
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**IX. Adjournment:** Prepared by: Rachel Novak, HPB staff, Planning Department