



Town of Pagosa Springs Historic Preservation Board
Regular Meeting Minutes
Wednesday, November 12, 2014
Town Hall Conference Room Located at 551 Hot Springs Boulevard
Pagosa Springs, Colorado 81147

I. **Call to Order / Roll Call:** The meeting was called to order at 5:15 pm by Chair Brad Ash. Present were Board members Peggy Bergon, Judy James, Chrissy Karas and Andre Redstone, Planning Department Director James Dickhoff, and Associate Planner/Permit Technician Margaret Gallegos.

II. **Announcements:** None

III. **Approval of Minutes:** Motion made by Member James, seconded by Member Karas and unanimously carried to APPROVE the October 15, 2014 and October 22, 2014 Historical Preservation Board meeting minutes as presented.

IV. **Public Comment:** None

V. **Sign Review:**

A. **New Sign Proposal for 482 Lewis Street Ooh La La Spa & Salon:** The Town Planning Department received an application for a sign permit for 482 Lewis Street for the Ooh La La Spa & Salon. The applicant, Natalie Ortega, proposed to add new signage to the building by mounting individual letters on the front elevation. The proposed two sign sizes are 8.99" x 53.38" (3.34 sq. ft.) and 6.33" x 58.15" (2.56 sq. ft.) for a total of 6.90 sq. ft. The subject property has 25 lineal feet of street frontage, which equates to 25 sq. ft. of total allowable signage for the entire property. There is a current 7.13 sq. ft. projecting sign on the front of the building. The total proposal for all permanent signs equals 14.03 sq. ft. After approval of this application, future signage of 11 sq. ft. could be added to the subject property under the current code. Mounting foamed plastic lettering "flush" on the trim above the two front windows will create the proposed sign. The proposed sign color is black. No illumination is proposed at this time. The Board discussed and noted that the letter style and color previously approved for Goodman's Department Store and the Overlook Spa. The Board concluded that the color was acceptable to be finished in a basic semi-gloss or flat matt so that it is not "shiny" and blends with the exterior of the building.

MOTION MADE BY MEMBER BERGON, SECONDED BY MEMBER KARAS AND UNANIMOUSLY CARRIED TO APPROVE THE SIGN APPLICATION FOR THE 6.90 SQUARE FOOT SIGN FOR 482 LEWIS STREET, TO BE LOCATED ON THE FRONT ELEVATION ABOVE THE TWO WINDOWS WITH THE CONTINGENCY THAT THE COLOR IS NOT HIGHLY REFLECTIVE BUT RATHER FINISHED IN BASIC SEMI-GLOSS OR FLAT MATTE APPEARANCE.

VI. **Landmark Designations:** None

VII. **Alteration Certificate Review:** None

VIII. **Tax Credit Review:** None

IX. **Project Review:** None

X. Decision Items:

A. Land Use and Development Code (LUDC) Revision Discussion regarding Cargo Containers, Metal Sided Buildings, Smaller residential lot sizes, and Variable Message Center Signs: This discussion was tabled until the October 29th HPB work session.

The Planning Commission is preparing to present the following potential LUDC revisions to town Council, to seek direction on how they would like the Planning Commission to proceed. These items will be discussed further by the Planning Commission on Tuesday November 18, 2014 at 5:30pm in Town Hall.

- a. Prohibiting or limiting the use and location of Cargo Shipping Containers.
- b. The current prohibition of metal-sided buildings in commercial and mixed-use zone districts (LUDC section 6.7.3.B.2.b) and the possibility of allowing metal sided buildings with additional design criteria requirements.
- c. Consider reducing the current minimum lot size for single-family lots (7500 sq. ft. minimum = typical 50' x 150' lot) in the R-12 and R-18 residential zone districts, that would be consistent with the existing maximum density allowance in residential zone districts.
- d. Prohibiting or limiting the use of LED Variable Message Signs.

The HPB is asked to consider if they would like to make recommendations regarding these matters, for consideration by the Planning Commission and Town Council. During its October 15, 2014, the HP Board agreed to review the proposed LUDC changes and provide its recommendation to the Planning Commission prior to its next meeting – November 18, 2014.

MOTION MADE BY MEMBER REDSTONE, SECONDED BY MEMBER BERGON AND UNANIMOUSLY CARRIED TO SUBMIT A LETTER TO THE TOWN COUNCIL OUTLINING THAT, BASED ON THE POTENTIAL GROWTH AND EXPANSION OF THE HISTORIC DISTRICT OR LISTING OF FUTURE DESIGNATED LANDMARKS, THE HISTORIC PRESERVATION BOARD SUPPORTS THE PROCESS OF EXPLORING THE PROS AND CONS OF THE LAND USE AND DEVELOPMENT CODE TOPICS – CARGO CONTAINERS, METAL SIDED BUILDINGS, SMALLER RESIDENTIAL LOT SIZES AND VARIABLE MESSAGE CENTER SIGNS. THE BOARD ALSO RESERVES THE OPTION TO PROVIDE COMMENTS AFTER TOWN COUNCIL HAS PROVIDED A DEFINITIVE DIRECTION FOR EACH SUBJECT MATTER.

B. Consider approving recommendations to Town Council regarding Reservoir Hill Forest Health Tree Thinning Project. The HPB was invited to attend an October 3rd Forest Health presentation on Reservoir Hill. Members Redstone & Karas attended the community presentation and presented their findings to the Board. On October 15, 2014, the Board concluded that it would finalize a letter and present it to Town Council outlining the Historic Preservation concerns and/or support of the project. In addition to its previous concerns, the Board expressed concern with the conflict between the Town's grant support letter to utilize the removed trees as public fuel and the actual plan that the trees may be used for private use. The Board commented that this topic is relevant because of its historic significant to the community and its potential designation as a landmark.

MOTION MADE BY MEMBER JAMES, SECONDED BY MEMBER REDSTONE AND UNANIMOUSLY CARRIED TO AUTHORIZE BOARD CHAIR ASH TO DRAFT AND SUBMIT A LETTER TO THE TOWN COUNCIL OUTLINING THE CONCERNS OF THE

HISTORIC PRESERVATION BOARD AND TO REQUEST CLAIRFICATION ABOUT THE INTENDED EFFECTS AND USE OF THE REMOVED TREES.

C. Scheduling Meet and Greet mid-December or mid-January. The HPB discussed during its last meeting a possibly of scheduling a Community Meet and Greet with the HPB possibly in mid-December or mid-January. The Board discussed several ideas to network with the Historic District merchants and business owners. The Board expressed concerns about the District's sidewalks and the need for streetscape improvements. Other discussions included hosting an open house for newly completed projects and the showing of The West film documentary series co-produced by Ken Burns.

MOTION MADE BY MEMBER REDSTONE, SECONDED BY MEMBER KARAS AND UNANIMOUSLY CARRIED TO COORDINATE AND HOST AN OPEN HOUSE TYPE EVENT AND PUBLICIZE THE EVENTS DURING THE HISTORIC PRESERVATION MONTH OF MAY 2015. ALSO, OFFER THE KEN BURN'S "THE WEST" DOCUMENTARIES AS A MULTI-WEEK EVENT BEGINNING AS EARLY AS APRIL 2015.

D. 2015 Saving Places Conference Attendance. The 2015 Saving Places conference is on Wednesday – Thursday, February 4-5, 2015 with the CAMP program on Friday, February 6th in Denver. The Town of Pagosa Springs budgeted for two HPB members to attend the conference in 2015. It was recommended that the Board determine who will go to the conference. Planning Director Dickhoff reported that every other year the History Colorado Office of Archaeology and Historic Preservation (OAHP) brings the National Alliance of Preservation Commissions (NAPC) CAMP (Commission Assessment and Mentoring Program) to Colorado during the Colorado Preservation, Inc. Saving Places Conference. This signature commission and staff training opportunity are set for Friday, February 6, 2015 at the History Colorado Center and not at the Colorado Convention Center as in the past. NAPC's link to the CAMP program is <http://www.napcommissions.org/camp/>. Unlike past years, attendees are not required to register for the conference if they plan to participate only in CAMP. However, it is strongly encouraged to register for and attend the Saving Places Conference on Wednesday and/or Thursday because there is a great line up of tours and sessions planned for 2015. CAMP is available at no cost to participants in Colorado and fulfills your annual CLG requirement for education/training. It will be limited to 50 persons with a waiting list if necessary. OAHP will be paying NAPC \$150 per registrant so please take your registration seriously and the Planning Department know immediately if plans change. The available slots will go fast, so early RSVP is highly recommended.

MOTION MADE BY MEMBER BERGON, SECONDED BY MEMBER KARAS AND UNANIMOUSLY CARRIED TO TABLE ACTION UNTIL THE DECEMBER MEETING TO ALLOW EACH MEMBER TIME TO REVIEW THEIR CALENDARS AND COMMIT TO THE SAVING PLACES CONFERENCE AND/OR CAMP DATES.

XI. Discussion Items:

A. Heritage Tourism Brochure Discussion. The Town Tourism Committee Heritage Brochure deadline is February 2015. The HPB has developed a DRAFT outline of topics for the development of factual historic information that can be used for a variety of Medias – Visitors' Brochure, Interpretive Signage, Web Page, ect. As of October 26, 2014, the progress is as follows:

Research In Process:

- Geological - Brad
- Skiing - Chrissy
- Education/Schools - Margaret

Research Completed:

- Fort Lewis - Peggy
- Logging Mill Sites - Margaret
- Platting - Peggy
- Railroads - Peggy
- Wolf Creek Pass - Chrissy & Judy

Research Needed:

- Indigenous/First Nation - Migration, Dine'tah, land, natural herbs/plants
- Spanish/European - Migration, Mission Pilgrimage
- Frontier - Trappers, Mountain Men & Prospectors
- Homesteaders - Homestead Act, Subsidence Living
- Historic Trails and Roads - toll road, stagecoach, Hwy 160
- Industry - Agriculture, ranching,
- Hot Springs - US and private ownership
- Town Infrastructure - Social, architecture, historic structures/buildings
- Geothermal Interface - heating, economic driver
- Government - formation, courthouse, public officials
- War Era/Military - economic, family
- Natural Disasters - flood, fire
- Trade and Commerce - tourism, logging

The Board agreed that each Member should select at least one additional topic for research and report its findings by e-mail to the Planning Department. The Board scheduled a work session for December 3, 2015 at 5:30 PM to meet and discuss the brochure layout and plan for the content and photographs.

B. Economic Incentives to Fill Empty Spaces in District. The HPB briefly discussed during its last meeting how the HPB could assist with Downtown economic incentives/development to fill empty spaces in Downtown. The HPB continued its discussion at this meeting. The Board agreed that its greatest impact is to continue providing information for renovation grants. It was also suggested that staff make contact with the local realtors and Pagosa Sun's Relocation Guide to help distribute the information.

XII. Public Comment: None

XIII. Reports and Comments:

A. Planning Department: Planning Director Dickhoff provided the following reports: The Majestic Drive CMAQ paving project is on schedule. Pavement is expected to be installed during the week of November 10th. The 6th Street pedestrian bridge grant project is on schedule. The bridge is expected to arrive on Tuesday November 18th for placement on the bridge abutments. The contractor will then begin work on the south side ramp.

B. Historic Preservation Board: Discussion was opened to provide the Board with an opportunity to discuss subjects of interest. The following inquiries were made by Members Ash and Karas:

1. **Historic property support posts:** It was noted that, pursuant to the previous approval, Staff plans to finish the support post color in white to match the deck rail color. Chair Ash agreed to locate the matching post cap and provide them to staff for installation.
2. **Historic property plaques:** The remaining eight historic property plaques are ready to order; however, prior to production a photo or illustration is needed for the Old Courthouse and Colton House.
3. **Mary Fisher Statue:** The Town is moving forward with the project and plan to submit a grant proposal for the April 2015 deadline.
4. **Water Treatment building and bridge:** The Town is moving forward with the project and plan to submit a grant proposal for the April 2015 deadline.

C. Upcoming Town Meetings Schedule is as follows:

Planning Commission Meeting:

- Tuesday, November 18, 2014 at 5:30pm in Town Hall –
- Tuesday, December 9, 2014 at 5:30pm in Town Hall

Historic Preservation Board meetings:

- Wednesday, December 10, 2014 at 5:15pm in Town Hall.
- Wednesday, January 14, 2015 at 5:15pm in Town Hall.

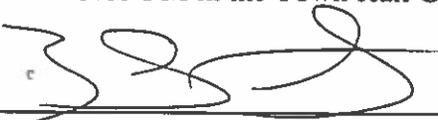
Town Council Meetings:

- Thursday, November 20, 2014 at noon in Town Hall.
- Tuesday, December 02, 2014 at 5pm in Town Hall.

Parks and Recreation Board Meeting:

- Wednesday, November 12, 2014 at 5:30 pm in Town Hall
- Wednesday, December 10, 2014 at 5:30 pm in Town Hall

XIV. Adjournment: Motion duly made, the meeting adjourned at 7:30 pm. The next work session is scheduled for Wednesday, December 3, 2014 at 5:30 PM and the next regular meeting is planned for Wednesday, December 10, 2014 at 5:15 PM in the Town Hall Conference Room.


By: Brad Ash, Historic Preservation Board Chair