



# Town of Pagosa Springs Historic Preservation Board

## Regular Meeting Minutes

Wednesday, February 26, 2014

in Town Hall Conference Room Located at 551 Hot Springs Blvd  
Pagosa Springs, Colorado

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- I. **Call to Order / Roll Call-** The meeting was called to order at 5:20 pm by Acting Chair Andre Redstone. Members Brad Ash, Peggy Bergon and Chrissy Karas were present. Also present was Town Planning Department Director James Dickhoff, Associate Planner/Permit Technician Margaret Gallegos, Property/Business Owner Jason Cox and potential Board member Darlene Gallegos.
  
- II. **Approval of Minutes:**  
Motion made by Member Bergon, seconded by Member Redstone and unanimously carried to approve the November 13, 2013 and January 8, 2014 Historical Preservation Board (HPB) meeting minutes as presented.
  
- III. **Sign Review:** None
  
- IV. **Landmark Designations:** None
  
- V. **Alteration Certificate Review:**
  - A. Riff Raff Brewing Company request for modification to previously approve Alteration Certificate at 274 Pagosa Street – The property and business owner Jason Cox at 274 Pagosa Street, Riff Raff Brewing Co, applied and presented an amendment to the previously approved Alteration Certificate that was approved in August 2013. Mr. Cox proposed an additional 296 square foot roofed porch addition on the NW corner of the existing building. The addition would house a new walk in cooler, exterior meat smoker and to provide covered employee access, as well as the addition of a screened dumpster enclosure. The applicant has submitted revisions to the original proposal, specifically, the applicant proposes a 22' long covered area instead of a 12' long covered area. All other exterior design elements appear to remain the same.

Planning Director Dickhoff reported that the property 274 Pagosa Street is a locally listed Historic Landmark, outside of the Historic District. The applicant proposes a slightly larger addition with the siding and roofing on the new addition to match the existing structure. The proposed new restaurant hood vent will be painted green to match the vents on the south roof.

Regarding the first approved alterations to the property, which included the picket fence, and the follow up for completion of outstanding approved alterations, In August 2013, The HPB unanimously approved to direct the applicant to find a darker shade of green for the vents, which if vents are painted a darker shade of green, then the consideration for screening options for the hood will no longer be applicable, and for the applicant to repair the roof patch with similar green shingles and to complete the chiller screening by the end of August. The Certificate of Alteration Letter of Explanation from the applicant, three plan sheets for the proposed improvement and the previously approved alteration plans were provided to the Board.

The Board discussed the plans and received clarification about the gable, parking and fencing details from Mr. Cox. Member Ash noted that he did not have any conflicts with the project - as an employee of Reynolds and Associates, HE was not involved in the architectural design or contract with Mr. Cox.

**Motion made by Member Karas, seconded by Member Ash and unanimously carried to approve the revisions to the Alteration Certificate previously approved on October 9, 2013 for the covered porch and walk-in cooler at 274 Pagosa Street as presented.**

**VI. Tax Credit Review: None**

**VII. Project Review: None**

**VIII. Decision Items:**

**A. Elect HPB Chair and Co-Chair - Land Use Development Code section 2.5.6.A.1:** Election of Chairperson and Vice Chairperson specifies that following: *"Annually, at the first regular meeting of the year, each board and commission shall elect, by majority vote, from its membership a Chairman and Vice-Chairman, with each being eligible for re-election, and each serving a one- year term in such capacity. The Chairman of each board or commission shall preside at all meetings and public hearings of such board or commission and shall decide all points of order and procedure. The Vice-Chairman shall assume the duties of the Chairman in the absence of the Chairman and shall act in the capacity of Chairman of all special committees created by the board or commission. Should the Vice-Chairman and the Chairman be absent from a meeting or public hearing, the majority of the board or commission shall appoint a member to be the presiding officer. Any vacancy from the position of Chairman or Vice Chairman shall be filled in the same manner as such positions are established. The Chairman shall transmit reports and recommendations to the Town Council.*

**Motion made by Member Karas, seconded by Member Bergon and unanimously carried to nominate and appoint Member Ash as the 2014 Historical Preservation Board Chair Person.**

**Motion made by Member Ash, seconded by Member Karas and unanimously carried to nominate and appoint Member Bergon as the 2014 Historical Preservation Board Vice-Chair Person.**

**B. Set regular HPB meeting Day, Time Place -** The Land Use and Development Code section 2.5.6.A.2 specifies the Establishment of Meeting Schedule as follows: *"Each board and commission shall also establish a meeting schedule that meets frequently and regularly. All meetings shall be open to the public, and the agenda for each meeting shall be made available in advance. In lieu of a meeting schedule, the Board of Adjustment must convene a meeting within 45 days of receipt by the Director of a completed variance or appeal application."*

**Motion made by Member Redstone, seconded by Member Bergon and unanimously carried to set the regular Town Historic Preservation Board meetings for the Second Wednesday of each month, at 5:15pm to be conducted in the Town Hall.**

C. HPB Mission Statement Adoption - The Board has been discussing developing a concise mission statement at recent meetings and work sessions. The Board decided recently to individually outline mission statement ideas and possibly email each other to refine the ideas before the next meeting. The Board discussed the contents of a proposed mission statement and concluded to meet in a work session on Wednesday, March 5 to research other entity statements and combine the member's drafted recommendations into one statement for review and adoption at its March 12, 2014 regular meeting.

D. Historic Preservation Month Activities Schedule and Theme - The Board has compiled and distributed a list of historic preservation events and activities for a few years for the events that occur in the month of May, as part of Historic Preservation Month. Planning Director Dickhoff noted that the Board previously hosted a student poster contest, typically only 7th grade students have participated as part of Mrs. High's class. Mrs. Sally High has offered to again present the project to her students for participating. In the past, the Board has used a similar theme as the States Historic Preservation month theme for the poster contest. This years state theme is "History at Work". The Board reviewed the 2013 schedule of events, discussed the theme and scope of this years poster contest and concluded that they will finalize all details during its March 12, 2014 regular meeting.

**IX. Discussion Items:**

A. Savings Places Conference- Due to weather issues, staff was unable to attend this year's Conference in Denver. Planning Director Dickhoff provided the Board with copies of the Certified Local Government (CLG) grant program report which outlined the 2013 sponsored projects and 2014 projected activities planned by Pagosa Springs and other Colorado historic preservation bodies.

**X. Reports and Comments: None**

**XI. Adjournment:** Motion duly made, the meeting adjourned at 7:55 PM. The next work session is scheduled for Wednesday, March 5 and regular meeting on Wednesday, March 12, 2014. Both meeting will take place at 5:15 PM in the Town Hall Conference Room.

  
By: Brad Ash, Historic Preservation Board Chair