



Town of Pagosa Springs Historic Preservation Board
Regular Meeting Minutes
Wednesday, July 9, 2014
Town Hall Conference Room Located at 551 Hot Springs Blvd
Pagosa Springs, Colorado

- I. **Call to Order / Roll Call-** The meeting was called to order at 5:15 pm by Chair Brad Ash. Members Andre Redstone and Chrissy Karas were present. Member Peggy Bergon was absent. Also present was Mayor Don Volger, Town Council members John Egan, Kathie Lattin and David Schanzenbaker, Interim Town Manager Greg Schulte, Planning Department Director James Dickhoff, Associate Planner/ Certified Permit Technician Margaret Gallegos, Judy James and Bryson Richardson.

- II. **Meet, Greet and Discussion with Town Council:** The Town Council (TC) requested 45-60 minutes at the beginning of the meeting for a meet/greet session and discussion with the Historic Preservation Board (HPB). The Board shared its thought's regarding its role as a Historic Preservation Board member, support and direction from Town Council, future projects and other issues. The following information was shared with the Town Council:
 - HPB adopted a mission statement. It is completing the installation of interpretive plaques on thirteen (13) historic properties and completed new signage for Reservoir Hill.
 - The HPB plans to become more involved with other Town committees such as the Town Tourism Committee and Planning Commission to raise awareness and inform boards about HPB functions and work together for future planning.
 - Projects in process include the Mary Fisher statue and water treatment/museum property plant restoration.
 - The Board is planning public outreach to share value of historic preservation – suggested ideas are to host a monthly presentation to share history and expand on Pagosa Springs history and dialog and annual presentation by state representatives – Downtown Colorado, Inc.
 - TC and HPB should review historic district criteria and plan its expansion to other residential and commercial areas.
 - Suggested that the TC and HPB work jointly on a downtown historic district beautification project to include colorful greenery and other artistic attractions for main street appearance.
 - Main Street enforcement is needed to address location and placement of business advertising sandwich-boards and sidewalk planters which have created trip hazards.
 - Downtown merchants group is needed to address continuity with building facade, sidewalks, vision process for downtown district, input from owners/tenants and installation of portable landscaping.

- III. **Announcements:** Greg Schulte was hired as Interim Town Manager.

- IV. **Approval of Minutes:** Motion made by Member Karas, seconded by Member Redstone and unanimously carried to **TABLE the June 11, 2014 Historical Preservation Board (HPB) meeting minutes** until the next meeting so that all the members could review and comment.

V. Public Comment: Judy James appreciated the cohesiveness between the Town Council and Historic Preservation Board – she requested that she be re-appointed to the Historic Preservation Board. The Board was in agreement, Planning Director Dickhoff will forward the appointment recommendation to the Town Council on July 17, 2014.

VI. Sign Review: None

VII. Landmark Designations: None

VIII. Alteration Certificate Review:

A. 480 Lewis Street Privacy Fence Alteration Certificate Application: Planning Department Director Dickhoff reported that on June 30, 2014, the Town received an application for an Alteration Certificate for 480 Lewis Street. The applicant Bryson Richardson, is proposing to install a privacy fence along the north and west side of the property, constructed with wood posts, wood support rails and 1"x6" dog eared wood slats butted together and stained with dark stain. The applicant has stated the purpose of the fence is to: 1) reduce current foot traffic and liability from public using property for access from Lewis Street to the alley and N. 5th Street; 2) provide residential privacy looking-out to the parking lots of the neighboring commercial properties; and 3) fence-in the back yard for downstairs unit. Dickhoff provided the Board with photographs of the proposed fence style, location and a narrative from the applicant regarding the scope of the proposed privacy fence. Mr. Richardson provided a supplemental site plan that outlined the expanded location of the fence into the rear and left side yards. The Land Use Development Code Section 8.5.3 outlines that a Certificate of Alteration may be issued by the Historic Preservation Board only if the Board can determine the following: a) the proposed work will not detrimentally alter, destroy or adversely affect any architectural or landscape feature that contributes to the original Historic designation; b) the proposed work will conform to adopted design criteria and guidelines; and c) the proposed work will conform to the United States Secretary of Interior's Standards for Rehabilitation and the Treatment of Historic Properties. After discussing the application and considering the information presented, the Board took the following action:

MOTION MADE BY MEMBER REDSTONE, SECONDED BY MEMBER KARAS AND UNANIMOUSLY CARRIED TO APPROVE THE ALTERATION CERTIFICATE APPLICATION FOR THE PRIVACY FENCE WITH THE FOLLOWING CONDITIONS OF APPROVAL: APPROVE THE FENCE LOCATION AS DELINEATED ON THE PLAN – RIGHT, REAR AND LEFT SIDE YARDS; APPROVE THE HEIGHT AT 6' TO INCORPORATE THE STREET SIDE AT 6'; APPROVE THE SHADOW BOX FENCE DESIGN TO THE REAR CORNER OF THE RESIDENCE – APPROXIMATELY 75' FROM THE FRONT RIGHT PROPERTY CORNER TOWARD THE NORTH LOT LINE ALONG THE RIGHT SIDE YARD; APPROVE THE REMAINDER OF THE FENCE IN THE REAR YARD AS SHADOW BOX OR SOLID PANELS WITH ALL THE SUPPORT FRAMING ON THE INSIDE OF THE FENCE - FACING TOWARD THE RESIDENCE; APPROVE THE REAR YARD WITH AN ACCESS OPENING SUPPORTED BY 4' X 4' OR 6" X 6" POSTS ON EACH END OF THE OPEN SECTIONS; APPROVE, AS A MINIMUM, THE SHADOWBOX AND TWO REAR SUPPORT POST TOPS FINISHED WITH CHAMFERED / BEVELED CAPS; APPROVE THE FENCE STAIN THROUGHOUT THE FENCE TO COMPLEMENT AND CLOSELY MATCH THE REDWOOD COLOR ON THE EXISTING FRONT DECK.

IX. Tax Credit Review: None

X. Project Review: None

XI. Decision Items:

A. Dr. Mary Fisher Recognition Project Proposed: As directed by the HPB, planning staff has looked into available grant funding for this project, and the State Historical Fund grant cycle deadline is October 1st. If the Town applies for the grant funding, a 25% match would be required. CLG (Certified Local Government) Grant funds are also available for this project with the same required match. On June 11, 2014 the HPB decided that a Mary Fisher recognition and interpretive project is of interest and should be pursued. The HPB has determined that a quality bronze statue would be in the best for the community. The HPB agreed with staff that advertising an RFP (Request for Proposals) to solicit artist ideas would be the best first step. Staff suggested the HPB present to Town Council on July 17th to ask for permission to prepare a RFP, so that a cost estimate can be prepared and presented to TC for permission to allocate matching funds and applying for a SAHF grant for the project. Chad Haspels has recently provided the following: *“A life sized figure (about 5 1/2 ft tall) at my highest level of quality would normally be \$6,500. A bear about 4 1/2 ft tall at my highest level of quality is normally \$3,500. I could create the life sized sculpture of Dr. Mary and Pickles for \$5,000 total. It would be carved from local Douglas Fir wood. Creating it in bronze is also possible. I could create the sculpture for \$3,500 plus the casting costs, which I would roughly estimate to be between \$10,000 and \$15,000. If there is interest in this method, I could pursue a more accurate estimate.”* After discussing the project, the Board made the following motion:

MOTION BY MEMBER KARAS, SECONDED BY MEMBER REDSTONE AND UNANIMOUSLY CARRIED TO DIRECT STAFF TO PRESENT THE PROJECT AND GRANT OPPORTUNITY TO TOWN COUNCIL AND ASK FOR PERMISSION TO ADVERTISE A REQUEST FOR PROPOSALS TO GATHER INFORMATION FOR THE CONSIDERATION OF THE SCOPE, FEASIBILITY, COST AND BENEFITS OF THE PROJECT.

B. 2014 Poster Contest – artwork design and framing options: The Town has accumulated five (5) years of posters to frame and requested the HPB’s input and decision for picture frame style. Staff provided frame and matting samples that are available at the meeting for the HPB’s recommendations. Consensus of the Board was to utilize the frames and matting from the previous years as follows:

Poster	Matting	Frame
2008	Gray-Same as 2006	Gray-Same as 2006
2009	Green	Gray-Same as 2006
2010	White	Red – Same as 2005
2011	White - Same as 2007	Brown – Same as 2007
2014	White – Same as 2007	Brown-Same as 2007

XII. Discussion Items:

- A. Installation of Historic Landmark Plaque Update: Staff has installed posts at 138 Pagosa Street and Lewis Street for mounting plaques. The Metropolitan Hotel plaque is ready to install once the owner completes painting the marquee sign. The Galles plaque is ready to install. All installations are expected by mid-July.
- B. Reservoir Hill Trailhead Signs Update: The TTC has received the Reservoir Hill trail signage information and is working with the Casio Group to determine if the quality of the photos is appropriate for the signs. Staff has received no response, as of yet.
- C. Historic Water Treatment Property at 96 1st Street and Old Stone Bridge Update: On June 11, 2014, staff reported to the HPB that the Historic Water treatment Plant located at 92 1st Street has some portions of the old reservoir walls that are deteriorating and have become a safety concern. Some rock blocks have dropped from the walls. Also, the rock bridge over Dead-Horse Gulch has been deteriorating for a number of years and also possesses a safety concern. Town Staff was directed to fence off the area until a resolution can be determined. Staff would like the HPB to discuss the conditions and provide a recommendation to resolve the safety issues at hand. At the June 11 HPB meeting, the HPB determined they would seek an estimate from a mason regarding the repair work needed on the bridge and reservoir walls. Brad Ash volunteered to contact a stone mason to initiate that estimate. The estimate would help guide the HPB as far as presenting the project to the Town Council and grant eligibility. Staff will prepare an update for the Town Council regarding this project.

XIII. Public Comment: None

XIV. Reports and Comments: Planning Director Dickhoff provided the following reports:

CHAMBER OF COMMERCE AND VISITORS CENTER UPDATE: On July 01, 2014, the Town Council approved the second reading of ordinance No. 812, approving a lease purchase agreement for the Town to acquire the Chamber of Commerce property located at 105 Hot Springs Blvd. TC also approved a lease back agreement for the Chamber to lease a portion of space to continue their operations until they find other accommodations.

6TH STREET RIVER WALK EXTENSION PROJECT: The trail extension construction project has been substantially completed. The Lockes' ditch has been opened and the wetland ponds have filled. Staff is working on submitting reimbursement documentation to "State Trails" for our \$120,000 grant award reimbursement. Benches have been ordered for the four bump outs. The HPB and Parks and Recreation Board will be working on four to eight interpretive signs, for placing 1-2 signs at each bench bump out. These signs will be placed in 2015.

8TH - 10 STREET SIDEWALK AND TRAIL PROJECT: The South 8th Street sidewalk extension project has been completed except for the remaining dry creek feature and live landscaping, which will be completed in the near future. The Trail project between 8th Street and 10th Street is expected to have final plans ready for advertisement for construction bids by the end of June and easement acquisitions by the end of July. Construction advertisement is

expected in July 2014 with construction to begin in August 2014, with the 10th Street sidewalk being completed first to ensure elementary school traffic will not be affected after school begins the 2014-2015 season.

6TH STREET PEDESTRIAN BRIDGE GRANT: Staff has initiated the bridge order. Davis engineering is working on finalizing the bridge ramp and abutment plans. Advertisement for bids will most likely occur in early August. It is anticipated the Bridge will be set in place before the end of 2014 with some landscaping to be completed in 2015.

WEST PHASE TOWN TO PAGOSA LAKES TRAIL PROJECTS The West Phase trail segment is between Village Drive and Aspen Village Drive:

- ROW plans have been submitted to CDOT for approval so that Federal Uni-Form Act easement acquisitions can begin. Property owners have expressed interest in donating the required easements.
- Preliminary Plans are anticipated to be submitted to CDOT by the end of July 2014. Once preliminary plans are approved, Final planning will proceed with anticipated CDOT review by the end of August 2014.
- Potential advertisement date for construction bids could be in September 2014 with construction starting in Late September 2014. It is a possibility this project will be deferred for construction to early 2015.

MAJESTIC DRIVE CMAQ PAVING PROJECT: 1200 lineal feet of Majestic drive between growing spaces and Square Top Circle will be paved with CMAQ funds this summer. Portions of the project required by CMAQ to be Town funded include re-constructing two portions of the current roadway that veers into private property (mostly the drainage swale along the east side of the roadway) and reconstruct within the platted ROW. This project has been staged for 5 years has just received CDOT final plan approval. Construction completion by the end of 2014 is expected. Advertisement for construction bids is anticipated by the end of June 2014. The project is anticipated to cost \$370,000.00 with a total of \$255,000.00 being eligible CMAQ funding reimbursement. Staff has been successful working with CDOT staff to increase the total eligible CMAQ reimbursements for the project by almost \$100,000.00. Additionally, for your information, the Town is one of only three eligible town's for CMAQ dust mitigation funds. The other communities have already paved all their roads, thus, the Town would be first in line for additional CMAQ funding for paving roads within the States defined dust mitigation boundaries. The only Town roads remaining in this boundary include: The north leg of the Mesa Drive connection to Snowball Road (which may or may not be eligible due to the narrow width and traffic counts), Crestview Drive and the east portion of Majestic Drive (although, the current road alignment is not within the ROW, which would be the town's responsibility. CMAQ paving are only eligible for paving, not road re-alignments).

CDOT MCCABE CREEK BRIDGE PROJECT UPDATE: Town Council met with CDOT on June 6 to discuss the potential costs for including a trail bench cut along the new proposed open creek channel in the bridge project design. CDOT's represented that a trail bench cut would cost an additional 1.5 million (25% of the entire 6 million dollar project cost) that the Town would need to pay for. Town Council determined they would not peruse the trail cut cost as part of the bridge project. CDOT will ensure the bridge decking will accommodate 10 feet of head clearance for a future trail installation under the highway. Recent design changes on the McCabe Creek Bridge indicate a reduction of the original sidewalk width from 8 feet

wide to 5'-6" wide. The Town's sidewalk width minimum requirement is 6 feet wide. Staff is working with CDOT to determine the reason for the reduced width and for at least compliance with the Town sidewalk standards. Staff has been successful working with CDOT to accommodate a 6'-0" wide minimum sidewalk.

WALMART: The Town Building Department issued Wall Mart's building permit on June 6, 2014 after receiving the executed Development Improvement Agreement with \$530,000 in financial security and receiving Impact Fee payment of \$494,168.44 (409,277.34 to Roads, 15,006.26 to Regional Public Buildings, 69,934.84 to Emergency Service Providers). Wall Mart has Hired SHAMES Construction out of Livermore California for their development project. Shames Construction has begun setting up their Storm Water Management Plan BMP's and has set a construction trailer on site. Town staff has attended a pre-construction meeting and the storm water management meeting. Town staff has reiterated the importance to control dust during the project. Up to two water trucks will be on site at all times and water dust control will occur at end of each day. They will begin excavating for the building foundation and removing materials (35,000 cu yds) from the site next week. Improvements to Alpha Drive, Aspen Village Drive and Hwy 160 will begin after CDOT has confirmed approval for construction permits. Road improvement coordination will ensure access to Alpha Rock Ridge subdivision.

HORSE DRAWN CARRIAGE BUSINESS AND CONSIDERATION FOR AMENDING MUNICIPAL CODE TO ALLOW: Staff has received a business license application to conduct a Horse Drawn carriage business on Town Streets during the July 4th Holiday Weekend. The applicant was noticed that there was not enough time to process his request to accommodate the July 4th weekend. The applicant is interested in working on approval for next year's holiday weekend. Speaking with Bob Cole, it appears our Municipal Code could be revised to accommodate these types of businesses administratively. Staff will work with Bob Cole's office to prepare a proposed code revision for Town Council's consideration. This will help not only the Horse Drawn carriage applicant, but others that have inquired about similar use of town streets.

SOUTH 8TH STREET PAVING AND LANE CONFIGURATION: Staff had previously brought to Town Council's attention on May 22nd, the consideration of re-configuring the lane stripping along South 8th Street, as part of the re-paving project this summer. Additionally, staff emailed Town Council members on June 4th to solicit opinions regarding lane configuration options. Staff received responses with most preferring no parking on the west side with bike lanes. Staff conducted a neighborhood meeting for soliciting comments from the residents and property owners along 8th Street on Monday June 30, 2014. The meeting only drew two citizens. Both stated they would prefer parking over bike lanes. The current road width is insufficient to accommodate two travel lane and parking on both sides of the street. The current roadway width is approximately 33 feet of pavement width and 1.5 feet of each gutter giving a maximum total of 36 feet wide. This width would accommodate a 5' bike lane on the west, two 10 travel lanes and a 11' foot wide bike lane/parking lane on the east side of the road. This configuration meets AASHTO (American Association of State Highway. Transportation Officials) design standards. Staff received new information on Monday June 30th, regarding a preliminary analysis from Davis Engineering and the results of the geotechnical soil samples taken along S. 8th Street, which found the gravel base to be only 5"-8" deep, insufficient for the traffic volumes on the street. Davis Engineering expressed concern over the proposed repaving project over the limited amount of base

gravel, and the typical expected life span of asphalt projects being 20 + years. A repaving project may not result in a typical life span for the asphalt surface. This was reported to Town Council on July 1. Staff will be providing a more detailed analysis to TC on July 17, regarding the options for improving S. 8th Street, which originally was budgeted as a repaving project for 2014. The options will range from sticking with the original repaving project, to a road reconstruction project and possible widening project.

D. Upcoming Town Meeting Schedule is as follows:

- Special Scheduled PC Meeting:
 - Tuesday, July 29, 2014 @ 5:30pm in Town Hall.
- Regular Scheduled PC Meeting:
 - Tuesday, August 12, 2014 @ 5:30pm in the Town Hall.
- Regular Scheduled Historic Preservation Board meetings:
 - Wednesday August 13, 2014 at 5:15pm in Town Hall.
- Regular Town Council Meetings:
 - Thursday, July 17, 2014 at noon in Town Hall.
 - Tuesday, August 5, 2014 at 5pm in Town Hall.

XV. Adjournment: Motion duly made, the meeting adjourned at 8:30 PM. The next regular meeting is scheduled for Wednesday, August 13, 2014 at 5:15 PM in the Town Hall Conference Room.



By: Brad Ash, Historic Preservation Board Chair