



**MANITOU SPRINGS  
HISTORIC PRESERVATION COMMISSION  
REGULAR MEETING AGENDA  
Wednesday, April 3, 2019 at 6:00 pm**



**I. CALL TO ORDER and ELECTION OF OFFICERS**

The Regular Meeting of the Manitou Springs Historic Preservation Commission was held on Wednesday, April 3, 2019, in Council Chambers at 606 Manitou Avenue. Chairwoman Nichols declared a quorum present and called the meeting to order at 6:01 pm. The following Commissioners attended:

**PRESENT:** Chair ANN NICHOLS  
Vice Chair LISETTE CASEY  
Commissioner ROBERT JACKSON  
Commissioner TAMMILA WRIGHT  
Commissioner JOY PORTER  
Commissioner NICK BODOR

**ABSENT:** None

**STAFF:** Kimberly Johnson, Planning Director  
Michelle Anthony, Senior Planner  
Dylan Becker, Planner I

**GUESTS:** Robert Todd, City Council Liaison  
Erica Duvic, Preservation Planner - History Colorado

**ITEM 1. Election of Chair**

**MOTION:**

Commissioner Wright moved to elect Lisette Casey to serve as Chair of the Historic Preservation Commission, effective starting at the next Regular Meeting.

**SECOND:**

Commissioner Jackson seconded the motion.

**DISCUSSION:**

There was no discussion regarding the motion.

**VOTE:**

Motion passed, 5-0.

**ITEM 2. Election of Vice Chair**

**MOTION:**

Commissioner Wright moved to elect Robert Jackson to serve as Vice Chair of the Historic Preservation Commission, effective starting at the next Regular Meeting.

**SECOND:**

Vice Chair Casey seconded the motion.

**DISCUSSION:**

There was no discussion regarding the motion.

**VOTE:**

Motion passed, 5-0.

**II. APPROVAL OF MINUTES**

**ITEM 3.** January 2, 2019

**MOTION:**

Commissioner Jackson moved to approve the January 2, 2019 Regular Meeting Minutes of the Historic Preservation Commission, as presented.

**SECOND:**

Commissioner Wright seconded the motion.

**DISCUSSION:**

There was no discussion regarding the motion.

**VOTE:**

Motion passed, 5-0. Commissioner Bodor abstained as he was not present for the January 2, 2019 Regular Meeting of the Historic Preservation Commission.

**III. NOTICE OF COUNCIL ACTION**

*At this time, Chairwoman Nichols explained the public hearing procedures to the audience and asked if any Commissioners had ex parte communications or conflicts of interest to declare. Hearing none, the meeting continued.*

**IV. UNFINISHED BUSINESS**

There was no Unfinished Business to discuss.

**V. NEW BUSINESS**

**ITEM 4. MCAC 1903** – Material Change of Appearance Certification (Exterior Alterations) – 357 Pilot Knob Avenue – Douglass Edmundson on behalf of Ila Quinn, Owner

Michelle Anthony, Senior Planner, presented the Staff Report dated March 29, 2019.

Vice Chair Casey inquired if the location of the front of the house faced Pilot Knob Avenue or another street. Ms. Anthony responded the house was addressed off of Pilot Knob as this was the street in which the property was on, but the front door actually faced a different direction.

Commissioner Porter inquired if this was typical for this district. Ms. Anthony responded this was typical of some of the houses on Pilot Knob Avenue.

Hearing no further questions for Staff, Chairwoman Nichols invited the Applicant to the podium.

Douglass Edmundson, 7 Keithley Road, stated the center gable had been removed and the interior and exterior had been gutted by the previous owner. Mr. Edmundson also stated the greenstone fireplace had also been removed from the house.

Mr. Edmundsson stated the windows would be replaced by vinyl and presented an original window which had been removed from the house and the proposed siding to be used.

Mr. Edmundson also presented the Commission with photos of the existing materials on the home. Mr. Edmundson stated the gables would be replaced and matching shake installed.

Mr. Edmundson stated he had some engineering concerns and was presenting Ms. Anthony with a revised set of plans which would connect the interior walls with a large gable system and open floor plan.

Mr. Edmundson stated the only change to the plans which were originally presented was the addition of a sliding door on the back of the house.

Mr. Edmundson stated the house would also receive completely new mechanical installations concerning heating and air conditioning.

Mr. Edmundson stated the owner had back issues and this design and layout would need to be Americans with Disabilities Act (ADA) compliant.

Ms. Anthony inquired if the ADA ramp was to be made of wood or concrete. Mr. Edmundson responded the ramp was intended to be made of concrete.

Hearing no further comment from, or questions for, the Applicant, Chairwoman Nichols opened the Public Hearing for public comment. Hearing none, the meeting continued.

Commissioner Porter commented she was impressed with the proposed renovations and felt the improvements would help to enhance the neighborhood and historic district.

**MOTION:**

Vice Chair Casey moved to approve MCAC 1903 at 357 Pilot Knob Avenue to allow exterior alteration of the existing building as proposed with the following conditions:

- 1) The approval is as outlined in the application and drawings dated March 19, 2019, unless changed by subsequent approval.
- 2) The materials and cut sheets for the proposed windows and front door will be provided to the Planning Staff for review and approval prior to issuance of any permits for the proposed construction.

And the finding the proposal is consistent with the purpose of the Historic Preservation Regulations by encouraging and fostering private rehabilitation and ownership (use) of historic properties.

**SECOND:**

Commissioner Wright seconded the motion.

**DISCUSSION:**

There was no discussion regarding the motion.

**VOTE:**

Motion passed, 6-0.

**VI. OTHER BUSINESS****ITEM 5. Discussion Regarding Potential Amendments to the Historic Preservation Regulations**

Michelle Anthony, Senior Planner, presented a draft of the proposed amendments to the Historic Preservation Commission Regulations.

Chairwoman Nichols stated these amendments had arisen from a decision made regarding a Material Change of Appearance Certification which was overturned on an appeal with City Council. Chairwoman Nichols stated the decision made by the Commission was overturned due to a discrepancy as to whether the property was a contributing resource or a non-contributing resource.

Ms. Anthony stated the majority of changes were technical amendments such as capitalization, but the most important changes were to the Designation of Historic Preservation Districts section, Designation of Resources section, and the Public Notice section of the regulations.

Ms. Anthony commented she needed to speak with the City Attorney regarding the Designation Ordinance section, as she felt it was not to the benefit of the City for any resource not specifically designated as contributing or non-contributing to be deemed as non-contributing unless later designated otherwise and felt a resource should be deemed contributing until proven or designated otherwise.

Chairwoman Nichols stated she felt this was an important distinction as this was, in part, the issue which had led to the appeal.

Ms. Anthony stated there had also been changes made to the Code in terms of how a Resource Survey was conducted and how individual resources were to be reviewed.

Ms. Anthony stated she had been discussing the best methodology for performing Resource Inventories for the remaining Historic Sub-Districts which had not yet had them performed and was attempting to figure out the most cost-effective way to do so with Erica Duvic from History Colorado.

Ms. Anthony stated another one of the major changes to the regulations pertained to Public Notice and Public Hearing sections and were altered to bring these sections of the Code into conformity with how Public Notification and Public Hearings were handled by other boards and requests.

Ms. Anthony briefly went over the methodology for how the Code changes impacted how decisions were made in regard to the Historic Preservation Regulations and the manner in which appeals for each of those levels of decision making were to be carried out. Ms. Anthony explained an appeal of an administrative

decisions would go before the Historic Preservation Commission and an appeal of the Historic Preservation Commission decision was to be heard by City Council.

Ms. Anthony stated the final major change to the regulations was the Withdrawal Provisions in which a property would no longer be permitted to withdraw from an historic preservation district once included.

Chairwoman Nichols inquired if Ms. Duvic had any comment regarding the Historic Preservation Commission, the proposed regulation changes, or any information to pass along from History Colorado.

Erica Duvic, 1200 Broadway Street, Denver, thanked the Commission for allowing her to attend the meeting and stated she looked forward to working with the City on behalf of History Colorado. Ms. Duvic stated she had no comment regarding the meeting or proposed regulations.

#### **NON-AGENDA ITEMS FOR DISCUSSION:**

Douglass Edmundson, 7 Keithley Road, stated he had applied for a position as a regular member of the Historic Preservation Commission and was awaiting confirmation from City Council.

Robert Todd, City Council Liaison, stated there were new requirements for individuals applying for a position on one of the City's various boards, commissions, or committees. Councilman Todd stated one of the requirements was for the applicant to attend at least one (1) meeting, which Mr. Edmundson had satisfied by attending this meeting, and must have the approval of the Historic Preservation Commission. Mr. Todd stated he would like to unofficially welcome Mr. Edmundson to the Historic Preservation Commission.

The Commissioners welcomed Mr. Edmundson and stated they looked forward to working with him as a Commissioner.

#### **VII. ADJOURNMENT**

There being no further business before the Historic Preservation Commission, Chairwoman Nichols adjourned the meeting at 7:12 p.m.

*Minutes Prepared by: Dylan Becker, Planner I*