



**OFFICIAL MINUTES**  
**Historic Preservation Commission Meeting**  
**Tuesday, December 17, 2024**  
**Town Hall / Council Chambers - 302 Pine St Minturn, CO**

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The agenda is subject to change, including the addition of items 24 hours in advance or the deletion of items at any time. The order of agenda items listed are approximate.  
This agenda and meetings can be viewed at [www.minturn.org](http://www.minturn.org).

**MEETING ACCESS INFORMATION AND PUBLIC PARTICIPATION:**

This will be an in-person meeting with access for the public to attend in person or via the Zoom link included. Zoom Link: <https://us02web.zoom.us/j/89934646288>

**Zoom Call-In Information:** 1 651 372 8299 or 1 301 715 8592 **Webinar ID:** 899 3464 6288

**Please note:** All virtual participants are muted. In order to be called upon an unmuted, you will need to use the “raise hand” feature in the Zoom platform. When it’s your turn to speak, the moderator will unmute your line and you will have five (5) minutes for public comment.

**Public Comments:** If you are unable to attend, public comments regarding any items on the agenda can be submitted to Madison Harris, Planner 1, prior to the meeting and will be included as part of the record.

**1. CALL TO ORDER - 5:30 PM**

HPC Chair Ken Halliday called the meeting to order at 5:30 p.m.

**2. ROLL CALL AND PLEDGE OF ALLEGIANCE**

Members present: HPC Chair Ken Halliday and HPC Members Tracy Andersen and Lynn Teach.

Staff Members Present: Planner I Madison Harris.

*Note: HPC Vice Chair Robert Creasy and HPC Member Kelly Toon are excused absent.*

**3. APPROVAL OF REGULAR AGENDA**

Opportunity for amendment or deletions to the agenda.

Motion by Lynn T., second by Tracy A., to approve the agenda as presented. Motion passed 3-0.

*Note: Robert C. and Kelly T. are excused absent.*

**4. APPROVAL OF MINUTES**

**A.** November 19, 2024

Motion by Lynn T., second by Tracy A., to approve the minutes of November 19, 2024 as presented. Motion passed 3-0.

*Note: Robert C. and Kelly T. are excused absent.*

## **5. DECLARATION OF CONFLICTS OF INTEREST**

Lynn T. has a conflict of interest with agenda item 8A and will be recusing herself.

## **6. PUBLIC COMMENTS**

Citizens are invited to comment on any item not on the regular Agenda subject to a public hearing. Please limit your comments to five (5) minutes per person unless arrangements have been made for a presentation with the HPC Secretary. Those who are speaking are requested to state their name and address for the record.

No public comment.

## **7. SPECIAL PRESENTATIONS**

Presentations are limited to 5 minutes. Invited presentations are limited to 10 minutes if prior arrangements are made with the HPC Secretary.

- A.** Historic Resource Survey - Introduction, Ron Sladek, Tatanka Historical Associates Inc. Ron Sladek introduced himself and went over the project.

Tracy A. asked if Mr. Sladek makes recommendations at the end of the project.

Mr. Sladek said that the funds are in large part provided by a grant and so there is a deadline, however within the project report there will likely be recommendations in regards to survey and landmarking. Will also be looking to see if it's reasonable to create a historic district and any potential boundaries. Goal is provide tools to help further work in Town.

Lynn T. asked if there is a need to talk to people who have been here a long time.

Mr. Sladek said that is definitely helpful.

Ken H. asked how the ten properties are chosen.

Mr. Sladek said that it's a combination of what interviews dig up, what HPC sees are the priorities, and his own perspective to give a recommendation of the properties.

Ken H. asked what Town's typically do with the information at the end of the project.

Mr. Sladek said that it's a range of reactions from the Town taking the information and nominating the properties or just having the information on hand. He recommends disseminating the completed site forms to the owners of the 10 properties and opening a discussion about potentially landmarking the properties.

Tracy A. asked if there is a need to get permission from the property owner's to tell any stories.

Mr. Sladek said that for the most part, education helps people understand what's going on and the history of the properties doesn't belong to anyone. The site forms are filed with the state and as such will be public record.

Lynn T. said that she will get a copy of Bill Burnett's book "Minturn: A Memoir" to Madison H. to give to Mr. Sladek.

*Note: Kelly T. joined the meeting at 6:21 p.m.*

## **8. BUSINESS ITEMS**

Items and/or Public Hearings are listed under Business may be old or new and may require review or action by the HPC.

*Note: Lynn T. recused herself*

- A. Ordinance No. TBD - Series 2024 An Ordinance of the Town of Minturn Amending Chapter 16 and Chapter 19 of the MMC  
Madison H. introduced the agenda item.

Kelly T. doesn't think this new proposed section will be used much, but might help a couple of people. Always in favor of incentives.

Ken H. agrees with Kelly T. said. Hopes it is helpful to someone.

Public comment opened.  
No public comment.  
Public comment closed.

Motion by Ken H., second by Kelly T., to forward a recommendation of approval to the Town Council of Ordinance No. TBD - Series 2024 An Ordinance of the Town of Minturn Amending Chapter 16 and Chapter 19 of the MMC. Motion passed 3-0.  
*Note: Robert C. is excused absent.*

*Note: Lynn T. unrecused herself.*

**9. DISCUSSION / DIRECTION ITEMS**

**10. STAFF REPORTS**

**11. HISTORIC PRESERVATION COMMISSION COMMENTS**

Kelly T. is excited that the water tower will be lit up.

Tracy A. is excited for Mr. Sladek to start work.

Lynn T. and Tracy A. will be trying to take the head of the Eagle County Historical Society to lunch to pick her brain about educational opportunities and advertisement.

**12. FUTURE AGENDA ITEMS**

**13. ADJOURN**

Motion by Kelly T., second by Ken H., to adjourn the regular meeting of December 17, 2024 at 6:45 p.m. Motion passed 4-0.

*Note: Robert C. is excused absent.*

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Ken Halliday, Commission Chair

ATTEST:

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Michelle Metteer, Town Manager