



OFFICIAL MINUTES
Historic Preservation Commission Meeting
Tuesday, December 05, 2023
Town Hall / Council Chambers - 302 Pine St Minturn, CO

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.

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/88430651880>

Zoom Call-In Information: 1 651 372 8299 or 1 301 715 8592 **Webinar ID:** 884 3065 1880

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 pm

2. ROLL CALL AND PLEDGE OF ALLEGIANCE

Those present at the meeting: HPC Chair Ken Halliday and HPC Members Tracy Andersen, Kenneth J. Howell, and Larry Stone.

Staff Members present: Planner I Madison Harris

Note: Kelly Toon is excused absent.

3. APPROVAL OF REGULAR AGENDA

Opportunity for amendment or deletions to the agenda.

Motion by Kenneth H., second Ken H., to approve the agenda as presented. Motion passed 4-0.

Note: Kelly T. is excused absent.

4. APPROVAL OF MINUTES

A. October 17, 2023

Motion by Kenneth H., second by Ken H. to approve the minutes of October 17, 2023 as presented. Motion passed 4-0.

Note: Kelly T. is excused absent.

5. DECLARATION OF CONFLICTS OF INTEREST

No conflicts of interest.

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.

Lynn Teach, 253 Pine. Would like to clarify why she attends these meetings. This is a learning opportunity as she is a long time resident. Would like to make the highway a historic byway, not just a scenic byway. She is not here representing the Planning Commission and if there are requests or questions for the Planning Commission then that needs to be done at the meeting in public.

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.

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.

- A. Ordinance TBD - Series 2023 Amending Chapter 19, Article 5 of the Minturn Municipal Code
Larry S. introduced the topic.

Ken H. asked the rationale behind the 2 feet in the ordinance.

- Madison H. gave the explanation that it had to do with fire code separation.

Larry S. asked if we should factor in front and rear setbacks in this ordinance.

- Ken H. would like to include language about front and rear setbacks.
- Kenneth H. would also like to factor in this.

Kenneth H. would like to add height variances to the ordinance.

- Tracy A. disagrees and wants to stick with the code on building height.
- Ken H. doesn't want to mess with height.
- Larry S. in favor for a height incentive, but does not believe it would go over well.

Larry S. asked about how the non-conformities section would factor into the setbacks.

Public comment opened.

Lynn Teach, 155 Main.

If you look at 151 and 155 Main, that is a good example of six feet of separation.

Public comment closed.

Motion by Ken H. second by Kenneth H. to continue Ordinance TBD - Series 2023 Amending Chapter 19, Article 5 of the Minturn Municipal Code to January 16th with the direction of adding language concerning the ability to encroach into the front and rear setbacks. Motion passed 4-0.

Note: Kelly T. is excused absent.

9. DISCUSSION / DIRECTION ITEMS

A. 2022 Historic Preservation Plan Update

Kenneth H. appreciates taking a reflective look at this and thinks that as we get our feet under us as being a CLG

Ken H. asked if there was anything to focus on in the next year.

- Madison H. requested that the education piece of the Commission be focused on.

Tracy A. enjoyed the plan and the update and how much has been accomplished.

Ken H. would like to keep an eye out for materials to educate the public.

Kenneth H. would like to prioritize plaques in the next year.

Tracy A. would like to join the council at their Minturn Matters sessions in the Spring.

Public Comment opened.

Lynn Teach, 253 Pine

HPC should talk to Cindy Krieg about a potential booth at the market.

Public comment closed.

10. STAFF REPORTS

A. 2023 Annual Report for CLGs

11. HISTORIC PRESERVATION COMMISSION COMMENTS

Larry S. is in the process of nominating Helen's house to become historic.

12. FUTURE AGENDA ITEMS

- Ordinance
- Guest Speaker: Lynn Teach
- Plaque

13. ADJOURN

Motion by Kenneth H., second by Ken H., to adjourn the regular meeting of December 5, 2023 at 6:35 p.m. Motion passed 4-0.

Note: Kelly T. is excused absent.

Ken Halliday, Commission Chair

ATTEST:

Michelle Metteer, Town Manager