



To: Town Council  
From: Madison Harris  
Date: May 31, 2024  
Agenda Item: Ordinance 13- Series 2024 Amending Chapter 19 of the Historic Preservation Code to allow for More Posting Places and to Extend the Limitations on Proposed Designations

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**REQUEST:**

Review and approve Ordinance 13 - Series 2024 Amending Chapter 19 of the Historic Preservation Code to allow for More Posting Places and to Extend the Limitations on Proposed Designations.

**INTRODUCTION:**

Based on comments from Council, as well as examining staff's own process, staff has drafted an ordinance that addresses primarily two items: 1) extending the reconsideration of a proposed designation once denied from 1 year to 5 years, and 2) adding additional posting places like the website and posting boxes as places to alert people so that the process can be more transparent to the public.

**ANALYSIS:**

The way the Town Code is currently written, once a nomination application is denied, then unless a substantially different application is submitted, no one can nominate that property for one year. Staff has no criteria with which to evaluate whether or not an application is "substantially" different, and also believes that once a nomination is denied, that denial should be valid for a longer time. As such, staff has added a section to encourage people to submit all materials they have once a nomination has been submitted, so that the HPC and Town Council will be able to evaluate the nomination with all supplemental materials. If the nomination is denied then the property cannot be nominated for five years.

Staff has also adjusted the posting places in Article 9 to allow for the posting boxes and Town website, as well as added the clause that if no one nominates the property during the initial fourteen day waiting period, then no one can nominate the property for the next five years.

**COMMUNITY INPUT:**

Staff presented this ordinance to the HPC at their May 21, 2024 meeting. A member of the public spoke saying that the length of time proposed in the ordinance concerning re-nomination after a denial is too long, and that it should be three or four years instead of five years. The HPC recommended approval of the ordinance as presented.

**BUDGET / STAFF IMPACT: TBD**

**STRATEGIC PLAN ALIGNMENT:**

PRACTICE FAIR, TRANSPARENT AND COMMUNICATIVE LOCAL GOVERNMENT  
SUSTAIN AND INVEST IN THE THINGS THAT DEFINE MINTURN AS A PROUD,  
STURDY MOUNTAIN TOWN TO “KEEP MINTURN MINTURN”

**RECOMMENDED ACTION OR PROPOSED MOTION:**

Approve Ordinance 13 - Series 2024 Amending Chapter 19 of the Historic Preservation Code to allow for More Posting Places and to Extend the Limitations on Proposed Designations on first reading.

**ATTACHMENTS:**

- Ordinance 13 - Series 2024 Amending Chapter 19 of the Historic Preservation Code to to allow for More Posting Places and to Extend the Limitations on Proposed Designations