



MANITOU SPRINGS HISTORIC PRESERVATION COMMISSION REGULAR MEETING AGENDA

All upcoming HPC meetings are scheduled to be hybrid,
Zoom (remote) or in-person at Memorial Hall.

In Person: Memorial Hall

606 Manitou Avenue

Manitou Springs, CO 80829

Remote: A link is provided on the City's Official Website at

<https://www.manitouspringsgov.com/544/All-Boards-and-Commissions>

March 5, 2025

5:30 PM

I. CALL TO ORDER

II. APPROVAL OF MINUTES

1. February 5, 2025

III. PUBLIC COMMENT ON NON-AGENDA ITEMS

IV. NOTICE OF COUNCIL ACTION

V. UNFINISHED BUSINESS

VI. NEW BUSINESS

2. MCAC 2501 - 308 Ruxton Avenue - Exterior Alterations
3. 308 Ruxton Avenue - Vicky Bunsen Doucette Memorial Mini-Grant

VII. OTHER BUSINESS

4. Historic Preservation Awards 2025
5. Historic Preservation Month

VIII. ADJOURNMENT

Commissioners:

Laura Kindseth, Chair (03/31/2027)
Matthew Rose, Vice Chair (03/31/2028)
Douglass Edmundson (03/31/2026)
Matthew Murphy (03/31/2028)
Ann Nichols (03/31/2025)
Joy Porter(3/31/2025)
Tammila Wright, Alternate Member (03/31/2028)

1 regular and 2 alternate positions available

Staff and Liaisons:

Michelle Whetherhult, City Council Liaison
Fred Rollenhagen, Planning Director
Chelsea Royston, Senior Planner
Erin Ringsred, Planner and Landscape Architect II
Zachary Davison, Planner I

You may also contact the City Clerk's Office at cityclerk@manitouspringsco.gov or (719) 685-2554. Please provide a minimum of 3-5 days advance notice.

Interested citizens are invited to serve on any of the City's Boards or Commissions. Please contact the City Clerk's Office for more information or visit our website at: www.manitouspringsgov.com.



**MANITOU SPRINGS
HISTORIC PRESERVATION COMMISSION
REGULAR MEETING MINUTES
FEBRUARY 5, 2025**

I. CALL TO ORDER

A Regular Meeting of the Manitou Springs Historic Preservation Commission was held at Manitou Springs Memorial Hall, 606 Manitou Avenue. Vice Chair Kindseth called the meeting to order at 5:30 PM and declared a quorum present.

PRESENT: Vice Chair Laura Kindseth
Commissioner Joy Porter
Commissioner Matthew Murphy
Commissioner Ann Nichols
Commissioner Matt Rose
Commissioner Doug Edmundson

ABSENT: None

STAFF: Planning Direct Frederick Rollenhagen
Planner I Zachary Davison

GUESTS: City Attorney Representative Katherine Vera

II. APPROVAL OF MINUTES

ITEM 1. December 4, 2024, Minutes

Commissioner Nichols noted that the minutes stated that she was absent, however she was at the meeting and asked for a correction.

MOTION:

Commissioner Nichols made a motion to approve December 4, 2024, minutes with correction.

SECOND:

The motion was seconded by Commissioner Edmundson.

VOTE:

Motion was carried 6-0

III. PUBLIC COMMENT ON NON- AGENDA ITEMS

There was no public comment.

IV. NOTICE OF COUNCIL ACTION

None

Commissioner Edmundson stated since there is no public comment and no notice of Council Action, he would like to bring up a non-agenda item that he discussed with Planning Director

Rollenhagen, Landscape Architect Erin Ringsred, Commissioner Ann Nichols and Vice Chair Laura Kindseth about the progress of the Carnegie Library and the omission of two exterior lights on the original building. He stated that he had brought up this issue with Landscape Architect Ringsred and she pointed out the fact that the drawings omitting those two lights had been approved. Commissioner Edmundson commented that the Secretary of Interior Standards calls for those two lights to be re-installed and he would like that option to be explored. He also brought up the potential for the surplus funds that were not used last year the grant structure (he believes there is \$6,500.00) to be applied to the Carnegie Library to have those last two lights that were part of the original structure to be installed. He stated that he did not see it on the agenda, so he wanted to bring it up for the record. He also asked if staff had any updates on that request.

Planning Director Rollenhagen stated that there are no updates, other than the construction team is obtaining estimates to find out what it would take to install the two lights. He noted that once estimates are received, that information can be responded to. He also stated that in terms of the work, it will be a change of work order or a new project. Once the cost is determined, money can be found for that project. It can come possibly from the grant fund or some other funding sources.

Planning Director Rollenhagen noted that he will have to research if any grant money from the previous year will roll over to this year. He believes that once the new year starts, the old funds are gone. He did note, however, that there is money for this year's grant program that can be used. The issue with attempting to use the grant money this early in the year is that it is unknown how many requests they may receive from private parties throughout the year. HPC will have to be mindful of that if the city comes before the Commission with a grant request for those lights.

Vice Chair Kindseth inquired if there were funds left over from last year.

There was a brief discussion that it was too late to use funds from last year.

Commissioner Nichols stated that she believes that there was quite a bit of a contingency in the budget for the remodel of the library and there may be funds left over. She noted that the Commission just needs more information before they can proceed.

Commissioner Porter asked if it is known where the lights are. Are they stored someplace?

Commissioner Edmundson stated that from what it appears the lights that have been installed on the building are replicas of what was there. The addition inclusive of the elevator tower or the southernmost part of the addition and the main addition with the patio all have lights that are replicas of the original lights that were on the front of the original building. He stated that when the plans were submitted, he as a commissioner and as HPC, will take responsibility for the oversight. When the electrical plans were drawn, two of the four lights from the original building were omitted. If you look at the front of the building, you can see two four-inch holes where the lights were supposed to be, and they did not get reinstalled and rewired. Those lights were a part of the original building but overlooked in the planning. As part of the restoration effort, and to have architectural harmony and balance to the building, he would like to see those put back on. Commissioner Edmundson states he believes that would definitely fall under the Secretary of the

Interior standards that the building was to be restored and maintained in its original appearance. He believes that it won't take much, and he is enthusiastic about the grand re-opening, but this will also give him an opportunity to go and personally put eyes on it. He states he knows a lot about the mechanical aspects of the building and as a contractor he is aware that it is going to take some money to do this, but it won't be too much.

Commissioner Nichols stated that, as she informed Commissioner Edmundson, all the publicity is centered on the front of the building with the four lights.

V. UNFINISHED BUSINESS

Vice Chair Kindseth noted that the awards were going to be discussed but because Erin has been out that it will probably be discussed next month.

VI. NEW BUSINESS

ITEM 2: Plan Manitou Update

Planning Director Rollenhagen noted that a few months ago he offered to provide an update on the efforts for Plan Manitou to HPC.

Planning Director presented a PowerPoint presentation to the Commission. The presentation gave an update on the project status. Essentially the focus of this update is the priorities list. The goals and objectives that are in the comprehensive plan are still relevant and those are not proposed to be changed. Population and demographic information were updated, however, but this effort has been for the most part focused on the priorities and in what order those priorities should be.

Planning Director presented the Project Timeline, which shows an update that happened in the Fall. He stated that the last phase has just been completed with the last part of public engagement. Public hearings are still on track in front of Planning Commission in March and City Council in April.

One item that was updated was the Plan Assessment. The consultants had done an assessment of the plan. Key takeaways were that much progress was made since 2017 Plan Manitou adoption. Additionally, there are some ambitious efforts that have run into practical limitations such as finance, etc. The assessment noted that progress and metric tracking was difficult due to staff turnover, etc. The vision statements, goals, and policies, however, are still relevant. Planning Director Rollenhagen reiterated that the focus is on priorities and that can sometimes be difficult for community, staff and City officials to prioritize all the different projects and items that were identified in the 2017 plan.

Planning Director Rollenhagen advised the community profile and story map were updated. He stated he would send a link to the Plan Manitou webpage, which contains good information. The story map contains a lot of information on demographics and various other items.

Commissioner Porter asked Director Rollenhagen if in the demographics, there was a mention of "non-family". She inquired as to the meaning of "non-family".

Commissioner Murphy stated that he believes that it is Esri data, and “non-family” is classified as roommates that live under the same household.

Commissioner Porter noted that they are technically a family, just a different kind of family. She stated that she would like the commission to look at this, as family is always an interesting thing to try to define. If roommates living together not as partners, but perhaps as possibly college roommates, it seems like they form a family. She was just curious if “non-family” is defined in Plan Manitou, as she believes it could be a question.

Planning Director Rollenhagen stated that he will research and clarify the definitions. He believes this is coming from the US Census and how people are filling out the census. For example, are they filling it out as an individual living with other people under the same roof.

Planning Director Rollenhagen continued with his presentation stating that when they updated the community profile, there were some key takeaways. First, the community is getting older as 17% of the total number of residents are 65, which is up 4 percent since 2010. He also noted that the population is stagnant or shrinking. The population from the 2000 census to the 2020 census has gone down approximately 3 percent. Director Rollenhagen advised it is his belief that Manitou is at 4800 in population at present.

The opportunity for growth in population is limited due to setting and the ability or inability to grow outward or to annex property or availability for raw development. Revenue for the city is up; however, it is uncertain as the consultant identified a sales tax revenue decline in 2023 specifically. Legalizing marijuana in Colorado Springs may affect sales tax revenue. Manitou has other types of revenue that is perhaps more stable such as parking revenue.

Director Rollenhagen gave an overview of the public feedback from the Round One Outreach Summary from last summer. Outreach was performed both online and in person. There was a Plan Manitou 101 Question of the Week for four weeks, and then a final Question of the Month, which elicited over 218 participants in the online survey. There were also pop-up events such as an Ice Cream Social on July 1 and Day of Friendship on July 27. There was a working-group round table in the Summer, in which 17 people attended. There was a recent working group roundtable in January, where members were able to review the draft and provide comments. There was a public meeting, The Community Priorities Workshop, with 60-75 people in attendance. An estimated 72 people took the online survey for that workshop. Attendees of the workshop were able to take dots and were able to identify what issues they felt should take priority.

Director Rollenhagen touched briefly on housing and neighborhoods. One of the Questions of the Week asked of the public back in June was “What types of housing, and uses, and/or amenities do you think the Manitou Springs needs more of in the future.” Answers received included affordable and diverse housing options for families, young people, workers, seniors; open space preservation and natural areas; community amenities such as grocery stores and managing growth to maintain the small town feel and character.

Director Rollenhagen presented a slide that identified priorities and that there was a big sense of importance to create and maintain defensible space and to reduce wildfire risk and homeowners' insurance rates. During the public meeting in January, the idea of wildfire mitigation and how to address wildfire risk took precedence over many other issues.

Director Rollenhagen presented another Question of the Month for community priorities and the individuals who completed the survey were asked to prioritize the broad topics. Natural Environment and Sustainability was highest in priority along with transportation, infrastructure, and mobility. Arts, culture, and historic resources were down between the 10 and 15 marks.

After the public participation in the summer, the consultants interviewed and had meetings with department heads to understand what City Staff priorities were and where they would like to prioritize the work. From staff perspective, there is a need to "catch up" prior to pursuing additional strategies. There are many projects pending currently and staff would like to focus on those projects and complete those prior to undertaking new projects. Concern was voiced regarding unfunded mandates for infrastructure upgrades, partly referring to water infrastructure. Another concern is routine maintenance, and to improve record keeping and mapping of the city. Finally, a focus on staff hiring, training and retention was voiced as a priority. Retaining staff is crucial to avoid having to continue spending so much time training and hiring.

Director Rollenhagen noted that staff expressed the desire that the plan update needs to establish realistic expectations about what can be accomplished over the next 1-3 years based on staffing and financial resources.

The consultants also completed a broad-based comparison on the general fund revenue per capita with other communities, some being larger communities such as Colorado Springs, while some are mountain and tourist towns like Manitou. Obviously, Manitou is not Aspen or Crested Butte, which generate quite a bit of revenue, however, Manitou is generating more revenue than Woodland Park, Lyons, or Salida.

Director Rollenhagen then presented the community priorities that included the input of the community, staff, working groups, etc., to put the community priorities in order. This included data and trends, the plan assessment, the questions of the week, City Department input, working group issues, etc.

Director Rollenhagen noted that to identify these priorities and how to put the priorities in order, the consultants developed screening criteria. Those criteria include the question of is this project an ongoing effort; are new resources required; is the priority a community priority as opposed to a City priority; what is the level of public support; does the priority have the ability to advance goals across elements; and finally, "what kind of bang for the buck do we get".

After categorizing all the priorities and actions, those were put into three sections. The first is Strategic Priorities with the idea that these priorities should be looked at in a 1–3-year time frame. They are aligned with currently available resources, and this determines the work program for city departments. The long-term actions will take more than 4 years to accomplish. The long-term

actions do have the potential to elevate if additional resources become available and there could be a comprehensive list of actions that may become strategic actions in the future.

Director Rollenhagen also presented other targeted updates. The Plan Manitou 2.0 document was refreshed to acknowledge the completion of other related plans and studies since 2017. For example, the hazard mitigation plan, as well as several other plans were completed. The “where we are today” list was refreshed and minor updates to goals and policies to reflect progress to date were completed. Director Rollenhagen noted that the current goals and policies in the Plan are still relevant and there have not been major changes to current goals and objectives. The references related to plans and studies under Reinvestment and Resiliency Framework were refreshed.

Director Rollenhagen noted that appendices were consolidated and some were removed, such as the Natural Hazards Risk Assessment as it was replaced by the 2023 Hazard Mitigation Plan.

Staff has updated the Plan and the Strategic Priorities and that update was provided in December just prior to the holidays. Staff was able to review it and it was made available to the public for review. The second round of meetings with the working groups and the public in early 2025, and the draft was reviewed.

Director Rollenhagen presented a project timeline showing that the project is still on track. He noted that from a Historic Preservation perspective there was one historic preservation item that moved to the top of the strategic priorities list, and that was focusing on conducting inventories in sub area plans, which is one of the goals, and is in the budget for this year. Director Rollenhagen noted that if one of those inventories can be accomplished per year and complete the subdistricts, he is going to attempt to make sure the budget is available. He noted that he was a bit surprised that there was no mention in the priorities about revising the Title 17 Ordinance. That is more of a technical and specific update that may or may not need to be in Plan Manitou, however, it is in the budget and in the goals to accomplish this year.

Director Rollenhagen offered his apologies as he did not save the slides that outlined the priorities that are Historic Preservation oriented. He stated he will email that priority list to each member of the commission.

Director Rollenhagen continued with the next states, stating there was a survey performed that was open until Jan 24. The survey asked individuals essentially the same questions that were asked during the public meeting regarding priorities and where the city should focus its attention. On January 22, there was a community open house. The Planning Commission and City Council will now have a joint working session on Feb 12, 2025. At this time, the consultants will explain input from public participation and how that input changes priorities. The expectation is that if there are no substantive changes, the draft plan can be taken to the Planning Commission in March and to City Council in April.

Commissioner Rose asked Director Rollenhagen to clarify which entities are involved in the joint session.

Director Rollenhagen answered it is the Planning Commission and City Council. The joint session is scheduled for 6pm, Wednesday, April 15, 2025.

VII. OTHER BUSINESS

Item 3: Election of Officers

Vice Chair Kindseth opened nominations.

Commissioner Porter asked if they generally rotate the Vice Chair up to Chair and then someone who wants to be the Vice Chair, and the term lasts two years.

Commissioner Nichols confirmed that is true. There was a brief discussion among the commissioners on how long the terms last and the process of rotating chairs. Commissioner Nichols stated that it would be beneficial if one of the new commissioners volunteered to be Vice Chair. Commissioner Rose volunteered for the Vice Chair position.

MOTION:

Commissioner Edmundson made a motion to nominate Laura Kindseth as Chair of the Historic Preservation Commission and Commissioner Rose as Vice Chair.

SECOND:

Commissioner Nichols seconded the motion

VOTE:

The motion carried.

Item 4: Commissioner experience of CPI conference

Vice Chair Kindseth stated that the way the stories and history were told by individuals who have experienced history through listening to family members, parents, grandparents. Judge Gary Jackson spoke about the resort for African Americans as they were not welcome at other resorts. It was called Lincoln Hills. She noted that she was not familiar with that before, and thought it was amazing that it had to be done. It turned into a very popular lodge with entertainment, visitors such as Duke Ellington and Count Bassie and other famous individuals. Also, Vice Chair noted that when driving there, it took four hours on the dirt roads, but there were no places to stop along the road where they were welcome. She noted that fortunately things have changed and now the cabins are still there, and the lodge is on the National Register. It is also a National Historic Landmark. Also, Ennis Davis, one of the morning speakers, spoke about his approach to urban planning, which he named "intrefication". While Vice Chair Kindseth noted that she does not know if Mr. Davis coined the term, the term means the community begins the entire process and they are the experts and the consultants are brought in at a later time to facilitate or answer questions. She stated that it is her hope that all are headed in that direction. She noted that she has been working with the Mainstreet Program, and the Mainstreet approach does use that approach. Another term he used that is contrary to the norm is "place keeping". Vice Chair Kindseth stated that should be

focused on as well because they are trying to keep something as a community center that was already in place and keep it the way it was. She also thought there was a lot of good information about surveys and how to go about those. She inquired if anyone on the Commission had met Jake, who did the survey in 2021. She also stated that she enjoyed the session titled “These are your grandma’s windows”. She noted the session contained good information and statistics that she believes the commission should use. She believes that there is a potential to have some type of disclaimer in the application as to why one should restore old windows.

Commissioner Rose added that based on his experience, creating a strong reason to preserve what is in place instead of discouraging people from changing things and encouraging people to keep things puts a positive spin. The big message he received from the conference was to reach out to citizens and create a groundswell of pride and emphasize community engagement. He noted that he is new to the Commission but has been in Manitou for about a year and a half and it appears to him Manitou has a very successful Historic District program. Citizens are very invested in the town and have a lot of pride in the town. If, as a Historic Commission, they can educate and have a lot of outreach in the community, they can become a resource.

Vice Chair Kindseth noted on that topic, when the Commission is attempting to convince someone, they should restore old windows, or if the old windows are gone, they should purchase something similar, they should start promoting the grants.

Commissioner Rose asked if there had ever been a Preservation Festival. Perhaps there could be a day in the summer when the Commission held a fun event centered on the topic of education. It could be coordinated in conjunction with the awards.

Commissioner Nichols stated that in the past, there have been workshops specifically on windows. She believes that is a good way to get individuals involved. She noted they have done the workshops in conjunction with the Preservation Alliance in Colorado Springs. Commissioner Nichols stated that she agrees with Commissioner Rose that the more that they can get people engaged and hands on understanding about things like historic windows, the more success there will be in getting people not to replace them with vinyl.

Commissioner Rose remarked about another item at the Conference. He stated that one of the programs had a presenter who was a neon rehabilitator and was knowledgeable. He stated that certainly, there are some very iconic signs along Manitou Avenue and some are in disrepair. He believes that the Commission could try to raise some excitement about that and try to preserve those signs as much as possible and even find a way to fix them. The gentleman who was presenting noted the signs were made to be repaired and not to be replaced.

Commissioner Edmundson stated he attended the conference as well over four days and Wednesday he was able to catch the keynote speakers. He noted he missed the second speaker. He noted that he presented for the Mainstreet Get to Know Colorado Springs Tour. He did a half an hour presentation on the history of Manitou Springs and the Mineral Springs, representing the Mineral Springs foundation. Commissioner Edmundson stated he attended the next 3 days which closed on Saturday with a Planning workshop. He stated it was informative and had good

information. He noted he attended the workshop with the engineers. The presentation was called Techniques and Traditions: An Engineering Approach to Historic Preservation. One of the things that was part of the discussion was fire mitigation and for the Commission to revisit guidelines and look at modern materials that can be put into place that resemble historic materials such as hardy board that can help with fire mitigation and retardation on the exterior of buildings. Grants were reviewed in the camp on Saturday and Article 106 of Federal Regulations, which covers Federal Monies. Commissioner Edmundson stated he obtained two contractor resources. He does not believe the city is able to refer contractors, but the Commission may be able to. He also obtained two masonry and restoration specialist contacts. The Intangible Cultural Heritage was the theme of this year's conference, which was in concert with last year's theme of the minority communities that are underrepresented but seem to be the core of cultural history in our towns. If you go to Taos, Manitou Springs, you expect to see Native Indigenous Dancers, Weavers, and other Tribal members making offerings, and dancing on the streets. There has been a lot of discussion lately about activities around Soda Springs Pavilion. He noted that his feelings are that Soda Springs Pavilion was built as a band shell to host summer concerts. It is an American Tradition, and he noted that he considers that an intangible heritage where activities took place, but the people are not there anymore. To support these activities is also part of the mission as a commission to preserve our culture, so anything that can be done to preserve the culture, perhaps in the way of waiving permits or granting a variance to bring these activities back to the community that has helped build it in the first place. He stated that they are sitting right now in what was once one of the greatest dance halls. Commissioner Edmundson stated that it has been his experience when it comes to cultural activities such as the fruit cake toss or Carnivale, if you build it, they will come. If you host activities that are rooted in culture, people will show up to participate in that activity.

Commissioner Edmundson also noted that as far as the neon sign issue, he has worked with Hannah Van Nimwegen and has a photo catalogue of every sign in town that would fall under that category. He stated he worked in the sign industry for 4 years and knows what it takes to restore and work on the signs. He stated that these types of signs were inherently made to be maintained and taken care of. He confirmed with Director Rollenhagen that a sign cannot be removed without being approved by the city.

Director Rollenhagen stated he is not sure about the answer.

Commissioner Edmundson stated that he knows that the Royal Tavern sign may be in jeopardy of being removed so he will keep an eye on it.

Commissioner Nichols added that one of the points that was made in the Renaissance Session, and she agrees with Matt that it was a very useful session and pertinent to the HPC, because about 10-15 years ago, the commission was going to embark on an effort to inventory the historic neon signs and then possibly to put some sort of guidelines in the documents about their preservation. Commissioner Nichols stated that it is something that the Commission could do that would have a very significant impact from a historic standpoint.

Commissioner Edmundson stated there is a sign at the intersection of Beckers Lane and El Paso called the Red “Something” Hotel that has been modified but is still very much the same, but there is one half a block up the street, The Old Western Hotel that is a beautiful standing sign all in neon with saguaro cactus and a cowboy rope. It is a mid-century classic neon.

Commissioner Porter stated that she does believe that there is an ordinance about neon signs and there are people in the community that feel that putting up neon through Manitou Springs, not everyone thinks that neon needs to be renewed. She personally thinks that neon signs are light pollution and would prefer not to light up the city more.

Commissioner Edmundson stated that it had been brought up that the signs could be put on timers. In Pueblo they have a Neon Alley. Commissioner Edmundson stated that he has had a conversation with Natalie Johnson, Director of the Manitou Arts Center and the Manitou Heritage Center, and their willingness to receive the signs as a donate and potentially create a “neon alley”.

There was a brief discussion regarding the neon lights and potential solutions and preserving the neon signs that Manitou has.

Commissioner Nichols then stated that she agrees that the conference was good, and she watched most of it online.

Vice Chair Kindseth stated that another thing that was discussed at a few of the sessions was the historical tax credits and the updates making them benefit smaller projects and that might be another workshop that could be held perhaps with the Colorado Springs Preservation Alliance. Perhaps someone from History Colorado could come down and give a workshop. She stated that she believes it is very complicated, and she would like to have a workshop in which the application is available to fill out and figure out the formula so that a property owner who wants to go forward with a project can determine a dollar amount.

Commissioner Edmundson stated that one of the last presenters was the Historic Planner for the City of San Francisco. The Historic Preservation structure of the City of San Francisco, and looking at this Commission’s guidelines and ambitions, Manitou is up to tempo. He noted that fine-tuning some of the guidelines and ordinances to be a little bit more robust and encompassing particularly when it comes to things such as the signs and other aspects, but also the inventory. They are in the middle of doing the inventory now, with three full-time staff taking inventory 40 hours a week. Of course, the conversation then turned to the intangible heritage aspect. Commissioner Edmundson then stated he asked the San Francisco Planner what they are doing about the Haight-Ashbury District. He was told that it was on the radar, as that part of San Francisco did not burn and was not destroyed in the 1906 earthquake. Basically, everything west of the hill did not get destroyed during the earthquake and even though the buildings fall under their Historic Preservation guidelines, it can be coupled with the cultural revolution that took place in that district. He noted that there could be examples of that here.

Vice Chair Kindseth stated that it was a lot of good information and thanked Planning Director Rollenhagen for setting it up. It was beneficial and a good opportunity to network. She brought up

that at the end of the conference, it was mentioned that the auction was not as successful this year as it was this year, and they were asked to investigate some local items that could be contributed as prizes.

There was a brief discussion about ideas about items that could be contributed.

Director Rollenhagen then stated he had one staff question that came from Gillian Rossi, Parks Director. She had reached out asking if there is any documentation about memorial trees in the cemetery. For example, are there trees that are planted in memorium for anybody. The Planning Department does not have any records and therefore he wanted to know if anyone with HPC had any information.

Commissioner Edmundson stated that when Crystal Valley Cemetery was established, they obviously lined it with silver maples. The only two memorial trees that he knows of are the two trees that his great-grandfather planted on the family plot. He believes there may be one on the south side.

ADJOURNMENT

There being no further business to discuss before the commission, Vice Chair Kindseth adjourned the meeting at 6:52 pm.

*Minutes prepared by Nicole Tankersley,
Senior Administrative Assistant*



Title: MCAC 2501 - 308 Ruxton Avenue - Exterior Alterations

From: Zach Davison - Planner

To: Historic Preservation Commission

Address of Proposal: 308 Ruxton Avenue

Applicant: Joshua Allen, Owner

March 5, 2025

Proposal:

The owner of 308 Ruxton Avenue requests a Material Change of Appearance Certification to perform the following exterior alterations:

- Replace existing wood windows with vinyl windows.
- Replace siding where necessary with one-inch by six-inch (1"x6") tongue-and-groove wood siding.
- Replace trim where necessary with one inch by four-inch (1"x 4") wood trim.

This structure is considered a contributing resource to the Ruxton Historic Sub-District.

Zone District:

General Residential (GR)

Historic Subdistrict:

Ruxton Historic Sub-District

Background and Existing Conditions:

Built in 1904, this 1,758-square-foot has a L-shaped footprint, with a one-story "ell" extending at a 90-degree angle from the main structure. The two-story portion features a centered single window (1/1) on the first floor, with a pair of 1/1 windows centered in the gable end. The one-story "ell" includes a pair of 1/1 windows symmetrically facing the street.

The exterior of the home is clad in one-inch by six-inch (1"x6") tongue-and-groove wood siding with one-inch by four-inch (1"x 4") cedar window trim. A side porch, topped by a second-story addition running the length of the house, features turned posts, spindle woodworking, and decorative brackets along the roofline, reflecting Folk Victorian influences. The home's long, narrow footprint is characteristic of early 20th-century urban and small-town development, where homes were built to maximize space on narrow lots.

Over time, the home underwent incremental expansion, reflecting a broader historical trend of adapting homes to accommodate growing families and evolving household needs. A Historic Inventory conducted in 1991 noted the house was in need of restoration. Records from the Manitou Springs Planning Department and Pikes Peak Regional Building Department indicate no permits were issued, aside from a re-roofing permit. The home had been converted into two



units (upper and lower), with the second-story addition repurposed as a kitchen, where appliances were placed along the outer wall, adding structural strain to an already haphazard and unpermitted addition.

A structural engineer assessed the addition and found a slight downward lean, with decaying support posts—one resting on the walkway and another on a rock. Due to safety concerns, an administrative demolition (DEMA 2501) was approved for this portion of the home in February 2025.

The new owner inquired with city planning staff about the requirements for the proposed renovation and partial demolition on January 16, 2025. On February 10, 2025 the city received a complaint about unpermitted removal of windows and issued a stop work order. Staff and the owner met again on February 13, 2025, and the owner submitted an application for the MCAC.

Public Involvement:

The application was noticed via postcards to properties within 300 feet of the property boundaries, in the newspaper and via a poster posted on site. No comments specific to this application have been received as of the publication of this report, however, a complaint regarding the unpermitted removal of windows was received prior to the receipt of an application.

Findings and Review Criteria:

The following guidelines are applicable to this project:

Chapter 4: Preservation, Alterations and Additions to Contributing Residential Structures.

Guideline 4.13 Historic windows, window material, scale and their arrangement and location on a building façade shall be preserved, especially any façade visible from the street & Guideline 4.18 Maintain original materials, textures and finish on the existing structure.

Existing windows are proposed to be replaced with white vinyl windows due to extensive deterioration. While the guidelines recommend preserving original materials, the owner states use of modern vinyl windows ensures structural soundness, energy efficiency, and long-term durability, addressing practical concerns while maintaining a clean, neutral aesthetic compatible with the home's character.

Minor size adjustments will be necessary due to irregularly shaped existing original window openings and to compensate for lost space from the removal of deteriorated window jambs. These modifications will be designed to retain the historic fenestration.

The new vinyl windows will maintain the original window grid configurations, ensuring they are visually consistent with traditional window patterns, as recommended in guidelines 4.13.



Exterior trim elements will remain intact or be repaired and replaced where necessary with one inch by four-inch (1"x 4") cedar, maintaining the original proportions, textures, and materials, as per guideline 4.18.

Existing window jambs will be removed due to extensive wood rot, which has compromised the structural integrity. To accommodate this change, some window openings will be slightly expanded to ensure proper installation while maintaining consistent window proportions with the home's original design.

Staff Recommendation:

Should the Historic Preservation Commission find it appropriate to grant MCAC 2501, staff does not recommend any conditions.

Motion Language Options:

Approve the Material Change of Appearance Certification at 308 Ruxton Avenue, based upon the findings that the request meets the review criteria for granting a Material Change of Appearance Certification as set forth in City Code Section 17.04.050.B.5.

Approve the Material Change of Appearance Certification at 308 Ruxton Avenue, based upon the findings that the request meeting the review criteria for granting a Material Change of Appearance Certification, as set forth in City Code Section 17.04.050.B.5, with conditions as follows...

Deny the Material Change of Appearance Certification at 308 Ruxton Avenue, based upon the findings that the request does not meet the review criteria for granting a Material Change of Appearance Certification, as set forth in City Code Section 17.04.050.B.5.

Postpone the Material Change of Appearance Certification at 308 Ruxton Avenue, to April 2, 2025, for further consideration.



Manitou Springs Land Use & Development Code

DEVELOPMENT COVER SHEET

The main component of any application is demonstration of compliance with the LUDC. Applicants are expected to review the specific submittal checklists and standards, found at www.manitouspringsgov.com.

Return completed applications to:
606 Manitou Avenue
Manitou Springs, CO 80829
Phone (719) 685-4398

APPLICATION INFORMATION

Project Information

Project Name Window Replacement
Physical Address 308 Ruxton Ave, Manitou Springs, CO 80829
Lot, Subdivision _____
Tax Schedule Number (TSN) 2025-31
Pre-Application Conference Number (if applicable) _____

Property Owner

Name Joshua Allen Phone 334-318-0349
Email jcallen3908@gmail.com ZIP 80829
Mailing Address 308 Ruxton Ave, Manitou Springs CO 80829

Agent/Applicant

Name Joshua Allen Phone 334-318-0349
Email jcallen3908@gmail.com ZIP 80829
Mailing Address 308 Ruxton Ave, Manitou Springs CO 80829

Designate Primary Contact

☒ Property Owner ☐ Agent/Applicant

Application Package

- ☐ **Application Fee.** Fees are cumulative. Applications for multiple types of permits, or for multiple permits of the same type, require multiple fees. See City Fee Schedule for list of application fees.
- ☐ **Electronic Submittal.** A complete digital file of the application with attachments/plans sent to planningdept@manitouspringsco.gov.
- ☐ **Hard Copy Submittal.** A complete printed file of the application with attachments/plans.
- ☐ **Corporations and Partnerships.** If the owner is a partnership or corporation, proof that the owner can sign on behalf of the partnership or corporation.
- ☐ **Response to Submittal Checklist.** All applications require response to applicable review standards, as outlined on the submittal checklists for each application type. If a pre-application conference is held, submittal checklists will be provided at the conference. If no pre-application conference is required, see the website for the applicable checklists.

For Office Use Only

Action Number: _____ Fee Paid: _____



APPLICATION TYPE

Physical Development Permits

- | | |
|---|---|
| ☐ Concept Plan | ☐ Hillside Development Plan |
| ☐ Minor Site Plan | ☐ Sign Permit |
| ☐ Minor Development Plan | ☐ Grading Permit |
| ☐ Major Development Plan | ☒ Material Change of Appearance |

Use Permits

- | | |
|---|---|
| ☐ Conditional Use Permit | ☐ Wireless Facility Permit |
| ☐ Short-term Rental Permit | ☐ Temporary Use Permit – Minor |
| ☐ Long-term Occupancy Permit | ☐ Temporary Use Permit- Major |

Subdivisions

- | | | |
|--|--|---|
| ☐ Minor Subdivision | ☐ Boundary Adjustment | ☐ Easement Vacation |
| ☐ Major Subdivision | ☐ Revised Final Plat | ☐ Rights-of-Way Vacation |
| ☐ Preliminary Plat | ☐ Waiver of Replat | |
| ☐ Final Plat | | |

Relief from the LUDC

- ☐ Waiver
☐ Variance

Amendments

- ☐ LUDC Amendment
☐ Minor Modification
☐ Rezoning

Applicant's Statement

I understand the procedures that apply to my request and acknowledge an incomplete application shall not be processed or scheduled for public hearing until such time as it is complete. City acceptance of the application, fee, and any accompanying materials does not constitute completeness. I further agree to reimburse the City for technical and professional consultant expenses that may be incurred during the review of my request. Failure to reimburse the City for invoiced expenses constitutes an incomplete application. I understand and acknowledge the use or action for which approval is requested is not allowed unless the permit is granted. I understand a pre-application appointment is required a minimum of 10 workdays prior to submission deadline.

Nash Alh

Applicant's Signature

2-13-25

Date

Owner's Statement

I have read and agree to the above statements. In addition, if I am not the applicant for this request, I further give the above designated applicant permission to make the request on my behalf.

Nash Alh

Property Owner's Signature

2-13-25

Date

308 Ruxton Ave
Manitou Springs, Co 80829

Joshua Allen

308 Ruxton Ave, Manitou Springs, Co 80829

334-318-0349

Jcallen3908@gmail.com

We are currently removing the original windows due to safety, extensive deterioration, and their inoperability and replacing them with new windows. We will be matching the same shape and dimensions as close to possible, like for like, to restore the security, condition, and appearance of the home. Unfortunately, the original wooden windows were too damaged and extensively deteriorated for repair, and to replace with exact new windows are unaffordable. Therefore, we are replacing these windows with a different material, from wood to vinyl, for both efficiency and cost effectiveness. We are striving to maintain the same size and shape of the window to preserve the historical likeness of the home, while repairing and replacing everything that has been neglected these past years from the previous owner(s), giving this house a second life for years to come. I hope by restoring this home, we will add value to the home, community, and improve the curb appeal of our property, as well as encourage other homes in our proximity to do so as well. I have no desire to change the appearance of the home more than is necessary for safety, quality, and the restoration of its current and unacceptable condition. My wife and I aim to restore, improve, and correct the negligence of this house and not detract from the visual impact of our surroundings, honoring the historical appearance of our area. In addition to the replacement of said windows, we are repairing and replacing extensive rot in its trim and siding. We will also be matching the materials as close as possible with the same size and shape, and if possible the same material. The siding is composed of 1x6 tongue and groove, and the trim is 1x4 cedar. We will be replacing the exterior materials with like for like, restoring the exterior of the home to as close to the original as possible. We will also be removing a very unsafe addition to the home that appears to have been illegally added on over the years, its location build on top of the original covered porch. We will attempt to bring this portion of the home back to its original design as well. In addition, we will be painting the entire home once all replacement and repairs are completed. We hope to paint the home a more subdued and neutral color, though we have not made our final decision yet. Once completed, we hope to have updated the entire exterior of the home to look as new and cared for as possible, while maintaining its original shape and design.

The scope of work for the windows, detailing its original dimensions to its current updated replacement are as follows:

1) Window 1's original dimensions: 30 x 72

Window 1's new dimensions: 29 ½ x 71 ½

2) Window 2's original dimensions: 42 x 72

Window 2's new dimensions: 41 ½ x 71 ½

3) Window 3's original dimensions: 30 x 72

Window 3's new dimensions: 29 ½ x 71 ½

4) Window 4's original dimensions: 32 x 71 ½

Window 4's new dimensions: 32 ½ x 71 ½

5) Window 5's original dimensions: 32 x 71 ½

Window 5's new dimensions: 32 ½ x 71 ½

6) Window 6's original dimensions: 30 x 71

Window 6's new dimensions: 32 ½ x 71 ½

7) Window 7's original dimensions: 30 x 71

Window 7's new dimensions: 32 ½ x 71 ½

Its's trim was 1x4 cedar

Its replacement will be 1x4 cedar









308 Ruxton Ave
Manitou Springs, Co 80829

Joshua Allen

308 Ruxton Ave, Manitou Springs, Co 80829

334-318-0349

Jcallen3908@gmail.com

We are currently removing the original windows due to safety, extensive deterioration, and their inoperability and replacing them with new windows. We will be matching the same shape and dimensions as close to possible, like for like, to restore the security, condition, and appearance of the home. Unfortunately, the original wooden windows were too damaged and extensively deteriorated for repair, and to replace with exact new windows are unaffordable. Therefore, we are replacing these windows with a different material, from wood to vinyl, for both efficiency and cost effectiveness. We are striving to maintain the same size and shape of the window to preserve the historical likeness of the home, while repairing and replacing everything that has been neglected these past years from the previous owner(s), giving this house a second life for years to come. I hope by restoring this home, we will add value to the home, community, and improve the curb appeal of our property, as well as encourage other homes in our proximity to do so as well. I have no desire to change the appearance of the home more than is necessary for safety, quality, and the restoration of its current and unacceptable condition. My wife and I aim to restore, improve, and correct the negligence of this house and not detract from the visual impact of our surroundings, honoring the historical appearance of our area. In addition to the replacement of said windows, we are repairing and replacing extensive rot in its trim and siding. We will also be matching the materials as close as possible with the same size and shape, and if possible the same material. The siding is composed of 1x6 tongue and groove, and the trim is 1x4 cedar. We will be replacing the exterior materials with like for like, restoring the exterior of the home to as close to the original as possible. We will also be removing a very unsafe addition to the home that appears to have been illegally added on over the years, its location build on top of the original covered porch. We will attempt to bring this portion of the home back to its original design as well. In addition, we will be painting the entire home once all replacement and repairs are completed. We hope to paint the home a more subdued and neutral color, though we have not made our final decision yet. Once completed, we hope to have updated the entire exterior of the home to look as new and cared for as possible, while maintaining its original shape and design.

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Window 3's new dimensions: 29 ½ x 71 ½

4) Window 4's original dimensions: 32 x 71 ½

Window 4's new dimensions: 32 ½ x 71 ½

5) Window 5's original dimensions: 32 x 71 ½

Window 5's new dimensions: 32 ½ x 71 ½

6) Window 6's original dimensions: 30 x 71

Window 6's new dimensions: 32 ½ x 71 ½

7) Window 7's original dimensions: 30 x 71

Window 7's new dimensions: 32 ½ x 71 ½

Its's trim was 1x4 cedar

Its replacement will be 1x4 cedar

CHECKLIST FOR APPLICABILITY
City of Manitou Springs Historic District Design Guidelines

Project Name and/or Address 308 Ruxton Ave Date 2-13-25

STEP 1: Identify an approach for your project (see page 1.7 of the Historic Design Guidelines)
STEP 2: Complete the following Checklist

- Is the Guideline applicable? If yes, is your project in compliance with the Guideline? If your project is not in compliance, please indicate why not and describe your alternative strategy for fulfilling the intent of the Guideline.

Photographs and supplemental information are encouraged. Please use a separate piece of paper if you need additional space.

Guideline	Page	Category	Applicable?		Compliant?		Why Not?	Alternative Strategy
			Yes	No	Yes	No		
Chapter 1: Introduction (Includes Philosophy, How to Use the Design Guidelines and the Submittal Process)								
Chapter 2: Historic Context (Includes information about the Historic Subdistricts on pages 2.7-2.60 and Architectural Styles on pages 2.61-2.72)								
Chapter 3: Guidelines for SUSTAINABLE Building Strategies								
3.1	3.6	Solar Panels and Photovoltaic Cells						
3.2	3.6	Satellite Dish Antennas						
Chapter 4: Guidelines for Preservation, Alterations and Additions to CONTRIBUTING RESIDENTIAL Structures								
4.1	4.1	Architectural Character						
4.2	4.2	Building Alignment						
4.3	4.2	Building Orientation						
4.4	4.2	Building Height						
4.5	4.4	Mass & Scale						

Scanned with CamScanner

Guideline	Page	Category	Applicable?		Compliant?		Why Not?	Alternative Strategy
			Yes	No	Yes	No		
4.6	4.4	Roof Form						
4.7	4.5	Roof Materials						
4.8	4.6	Chimneys						
4.9	4.6	Dormers						
4.10	4.7	Skylights						
4.11	4.7	Porches						
4.12	4.8	Porch Material						
4.13	4.9	Windows	X			X	not wood frame	vinyl frame
4.14	4.10	Doors						
4.15	4.11	Architectural Details						
4.16	4.12	Foundation Ornamentation & Details						
4.17	4.12	Foundation Ornamentation & Details						

α

Guideline	Page	Category	Applicable?		Compliant?		Why Not?	Alternative Strategy
			Yes	No	Yes	No		
4.18	4.13	Materials	X			X	not wood frame	Vinyl Frame
4.19	4.13	Materials						

Chapter 5: Guidelines for NEW RESIDENTIAL Construction

5.1	5.2	Building Alignment						
5.2	5.3	Building Orientation						
5.3	5.3	Building Height						
5.4	5.4	Mass & Scale						
5.5	5.4	Mass & Scale						
5.6	5.5	Building Materials						
5.7	5.5	Roof Form						
5.8	5.6	Roof Materials						
5.9	5.6	Porches						



Lowe's Custom Order Quote

Quote # 214774668

Quote Name: Jeld Wen Windows

Date Printed: 2/1/2025

Total \$6,324.37

Customer: Tyler Stewart

Email: tyler.j.stewart21@gmail.com

Address: 2945 New Center Pt
Colorado Springs, CO 80922

Phone: (719) 217-5489

Store: (1099) LOWE'S OF E. COLORADO
SPRINGS, CO

Associate: MICHAEL NAJR (3926379)

Address: 2945 NEW CENTER POINT
COLORADO SPRINGS, CO 80922-
2806

Phone: (719) 591-4614

Item Total: 13

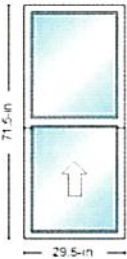
PreSavings Total: ~~\$7,440.47~~

Freight Total: \$0.00

Labor Total: \$0.00

Pre-Tax Total: ~~\$7,260.58~~

Savings Total: ~~(\$1,116.1)~~ ~~(\$179.89)~~



JELD-WEN 29.5-in x 71.5-in V-2500 Rectangle
Single Hung
Room Location: Living Room 1

Product Warranty



Line #	Item Summary	Production Time	Was Price	Now Price	Quantity	Total Savings	Pre-Tax Total
100-1	JELD-WEN 29.5-in x 71.5-in V-2500 Rectangle Single Hung	21 days	\$424.52	\$360.84	1	(\$63.68)	\$360.84

Valid thru: 01/29/2025

Begin Line 100 Description

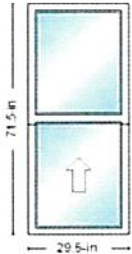
---- Line 100-1 ----

JELD-WEN V-2500 Rectangle Single Hung
 Assembly = Full Unit
 Regional Compliance = US National-AAMA
 Installation & Frame Type = New Construction
 Nail Fin Frame
 Overall Frame Depth = 2 7/8-in
 Rating = PG20
 DP+20/-20
 Product Model = Tilt
 Energy Efficiency = Energy Star - Northern
 Upgraded Spacer Bar = Standard
 Measurement Type = Net Frame Size
 Frame Width = 29 1/2-in
 Frame Height = 71 1/2-in
 Vent Division = Even Divide
 Vent Height = 36-in

Frame Color - Exterior = White
 Frame Color - Interior = White
 Glass Breakage Warranty = No
 Sound Transmission Class = Standard
 Glazing = Insulated
 CA Urban Fire Code Label = No CA Fire Label
 Low-E = SunFlow With HeatSave
 Neat Glass = No
 Glass Type = Standard
 Insulated Glass Options = Argon
 Elevation = 0 - 3500 feet
 Select Glass Thickness = 3/32 in - 3/32 out
 Grid Type = No Grids
 Lock Type = Style Cam Lock(s)
 Number of Locks = 1 Lock
 Hardware Finish - Interior = White
 Screen Options = Fiberglass Mesh Screen
 Screen Frame = Standard Screen Frame
 Perimeter Frame Options = None
 Extension Jamb needed? = None
 Interior Frame Options = None
 Installation Accessories = None
 Secondary Vent Stop = No Secondary Vent Stop

Additional Information = Warranty
 Is This a Remake = No
 Room Location = Not Specified
 Prep for Shipping = Standard
 Clear Opening Dimensions = Clear Opening 26
 5/8 -in w
 32 3/8 -in h
 6sf
 U-Factor = 0.26
 Energy Star Qualified = Northern
 Solar Heat Gain Coefficient = 0.53
 Visible Light Transmittance = 0.65
 Condensation Resistance = 44
 CPD# = JEL-A-225-10637-00001
 DP Rating = PG20
 DP+20/-20
 SOS = 937068
 SOS Description = WTS JW V2500 Window
 Vendor ID = 12697
 Of Measure = EA
 Production Time (Does not include transit
 time) = 21-in Days
 Delivery Method = In-Store Pick-Up
 Manufacturer = JELD-WEN
 Stayton (WO)
 Customer Service Number = 1-800-825-0706
 Option 3
 Catalog Version Date = 11/23/2024
 Catalog Version = 24.4.12.0

End Line 100 Description



JELD-WEN 29.5-in x 71.5-in V-2500 Rectangle
 Single Hung
 Room Location: Living room 3

Product Warranty



Line #	Item Summary	Production Time	Was Price	Now Price	Quantity	Total Savings	Pre-Tax Total
200-1	JELD-WEN 29.5-in x 71.5-in V-2500 Rectangle Single Hung	21 days	\$424.52	\$360.84	1	(\$63.68)	\$360.84

Valid thru: 01/29/2025

Begin Line 200 Description

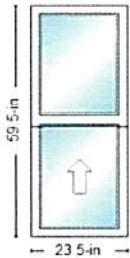
---- Line 200-1 ----

JELD-WEN V-2500 Rectangle Single Hung
 Assembly = Full Unit
 Regional Compliance = US National-AAMA
 Installation & Frame Type = New Construction
 Nail Fin Frame
 Overall Frame Depth = 2 7/8-in
 Rating = PG20
 DP+20/-20
 Product Model = Tilt
 Energy Efficiency = Energy Star - Northern
 Upgraded Spacer Bar = Standard
 Measurement Type = Net Frame Size
 Frame Width = 29 1/2-in
 Frame Height = 71 1/2-in
 Vent Division = Even Divide
 Vent Height = 36-in

Frame Color - Exterior = White
 Frame Color - Interior = White
 Glass Breakage Warranty = No
 Sound Transmission Class = Standard
 Glazing = Insulated
 CA Urban Fire Code Label = No CA Fire Label
 Low-E = SunFlow With HeatSave
 Neat Glass = No
 Glass Type = Standard
 Insulated Glass Options = Argon
 Elevation = 0 - 3500 feet
 Select Glass Thickness = 3/32 in - 3/32 out
 Grid Type = No Grids
 Lock Type = Style Cam Lock(s)
 Number of Locks = 1 Lock
 Hardware Finish - Interior = White
 Screen Options = Fiberglass Mesh Screen
 Screen Frame = Standard Screen Frame
 Perimeter Frame Options = None
 Extension Jamb needed? = None
 Interior Frame Options = None
 Installation Accessories = None
 Secondary Vent Stop = No Secondary Vent Stop

Additional Information = Warranty
 Is This a Remake = No
 Room Location = Not Specified
 Prep for Shipping = Standard
 Clear Opening Dimensions = Clear Opening 26
 5/8 -in w
 32 3/8 -in h
 6sf
 U-Factor = 0.26
 Energy Star Qualified = Northern
 Solar Heat Gain Coefficient = 0.53
 Visible Light Transmittance = 0.65
 Condensation Resistance = 44
 CPD# = JEL-A-225-10637-00001
 DP Rating = PG20
 DP+20/-20
 SOS = 937068
 SOS Description = WTS JW V2500 Window
 Vendor ID = 12697
 Of Measure = EA
 Production Time (Does not include transit
 time) = 21-in Days
 Delivery Method = In-Store Pick-Up
 Manufacturer = JELD-WEN
 Stayton (WO)
 Customer Service Number = 1-800-825-0706
 Option 3
 Catalog Version Date = 11/23/2024
 Catalog Version = 24.4.12.0

End Line 200 Description



JELD-WEN 23.5-in x 59.5-in V-2500 Rectangle
 Single Hung
 Room Location: Bedroom 2

Product Warranty



Line #	Item Summary	Production Time	Was Price	Now Price	Quantity	Total Savings	Pre-Tax Total
300-1	JELD-WEN 23.5-in x 59.5-in V-2500 Rectangle Single Hung	21 days	\$350.17	\$297.64	1	(\$52.53)	\$297.64

Valid thru: 01/29/2025

Begin Line 300 Description

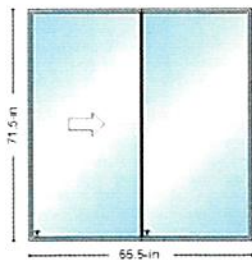
---- Line 300-1 ----

JELD-WEN V-2500 Rectangle Single Hung
 Assembly = Full Unit
 Regional Compliance = US National-AAMA
 Installation & Frame Type = New Construction
 Nail Fin Frame
 Overall Frame Depth = 2 7/8-in
 Rating = PG20
 DP+20/-20
 Product Model = Tilt
 Energy Efficiency = Energy Star - Northern
 Upgraded Spacer Bar = Standard
 Measurement Type = Net Frame Size
 Frame Width = 23 1/2-in
 Frame Height = 59 1/2-in
 Vent Division = Even Divide
 Vent Height = 30-in

Frame Color - Exterior = White
 Frame Color - Interior = White
 Glass Breakage Warranty = No
 Sound Transmission Class = Standard
 Glazing = Insulated
 CA Urban Fire Code Label = No CA Fire Label
 Low-E = SunFlow With HeatSave
 Neat Glass = No
 Glass Type = Standard
 Insulated Glass Options = Argon
 Elevation = 0 - 3500 feet
 Select Glass Thickness = 3/32 in - 3/32 out
 Grid Type = No Grids
 Lock Type = Style Cam Lock(s)
 Number of Locks = 1 Lock
 Hardware Finish - Interior = White
 Screen Options = Fiberglass Mesh Screen
 Screen Frame = Standard Screen Frame
 Perimeter Frame Options = None
 Extension Jamb needed? = None
 Interior Frame Options = None
 Installation Accessories = None
 Secondary Vent Stop = No Secondary Vent Stop

Additional Information = Warranty
 Is This a Remake = No
 Room Location = Not Specified
 Prep for Shipping = Standard
 Clear Opening Dimensions = Clear Opening 20
 5/8 -in w
 26 3/8 -in h
 3.7sf
 U-Factor = 0.26
 Energy Star Qualified = Northern
 Solar Heat Gain Coefficient = 0.53
 Visible Light Transmittance = 0.65
 Condensation Resistance = 44
 CPD# = JEL-A-225-10637-00001
 DP Rating = PG20
 DP+20/-20
 SOS = 937068
 SOS Description = WTS JW V2500 Window
 Vendor ID = 12697
 Of Measure = EA
 Production Time (Does not include transit
 time) = 21-in Days
 Delivery Method = In-Store Pick-Up
 Manufacturer = JELD-WEN
 Stayton (WO)
 Customer Service Number = 1-800-825-0706
 Option 3
 Catalog Version Date = 11/23/2024
 Catalog Version = 24.4.12.0

End Line 300 Description



JELD-WEN 65.5-in x 71.5-in V-2500 2 Panel
 Slider
 Room Location: Bedroom 1

Product Warranty



Line #	Item Summary	Production Time	Was Price	Now Price	Quantity	Total Savings	Pre-Tax Total
400-1	JELD-WEN 65.5-in x 71.5-in V-2500 2 Panel Slider	21 days	\$1,293.87	\$1,293.87 1,099.79	1	(194.08)	\$1,293.87 1099.79

Begin Line 400 Description

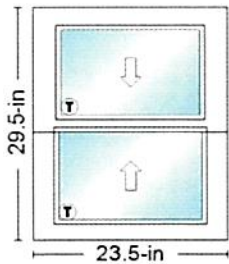
---- Line 400-1 ----

JELD-WEN V-2500 2 Panel Slider
 Assembly = Full Unit
 Regional Compliance = US National-AAMA
 Installation & Frame Type = New Construction
 Nail Fin Frame
 Overall Frame Depth = 2 7/8-in
 Rating = PG20
 DP+20/-20
 Energy Efficiency = Energy Star - Northern
 Upgraded Spacer Bar = Standard
 Operation = XO (Left Hand)
 Measurement Type = Net Frame Size
 Frame Width = 65 1/2-in
 Frame Height = 71 1/2-in
 Vent Division = Even Divide
 Vent Width = 33-in

Frame Color - Exterior = White
 Frame Color - Interior = White
 Glass Breakage Warranty = No
 Sound Transmission Class = Standard
 Glazing = Insulated
 CA Urban Fire Code Label = No CA Fire Label
 Low-E = SunFlow With HeatSave
 Neat Glass = No
Glass Type = Tempered
 Insulated Glass Options = Argon
 Elevation = 0 - 3500 feet
 Select Glass Thickness = 1/8 in - 1/8 out
 Grid Type = No Grids
 Lock Type = Style Cam Lock(s)
 Number of Locks = 1 Lock
 Hardware Finish - Interior = White
 Screen Options = Fiberglass Mesh Screen
 Screen Frame = Standard Screen Frame
 Perimeter Frame Options = None
 Extension Jamb needed? = None
 Interior Frame Options = None
 Installation Accessories = None
 Secondary Vent Stop = Secondary Vent Stop

Is This a Remake = No
 Room Location = Not Specified
 Prep for Shipping = Standard
 Clear Opening Dimensions = Clear Opening 29
 3/8 -in w
 68 5/8 -in h
 14sf
 U-Factor = 0.26
 Energy Star Qualified = Northern
 Solar Heat Gain Coefficient = 0.52
 Visible Light Transmittance = 0.64
 Condensation Resistance = 43
 CPD# = JEL-A-176-08970-00004
 DP Rating = PG20
 DP+20/-20
 SOS = 937068
 SOS Description = WTS JW V2500 Window
 Vendor ID = 12697
 Of Measure = EA
 Production Time (Does not include transit
 time) = 21-in Days
 Delivery Method = In-Store Pick-Up
 Manufacturer = JELD-WEN
 Stayton (WO)
 Customer Service Number = 1-800-825-0706
 Option 3
 Catalog Version Date = 11/23/2024
 Catalog Version = 24.4.12.0

End Line 400 Description



JELD-WEN 23.5-in x 29.5-in V-2500 Double Hung
 Room Location: Bath DH

Product Warranty



Line #	Item Summary	Production Time	Was Price	Now Price	Quantity	Total Savings	Pre-Tax Total
500-1	JELD-WEN 23.5-in x 29.5-in V-2500 Double Hung	21 days	\$379.00	\$379.00 322.15	1	(56.85)	\$379.00 322.15

Begin Line 500 Description

---- Line 500-1 ----

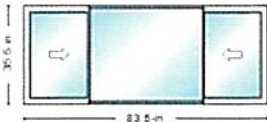
JELD-WEN V-2500 Double Hung
 Assembly = Full Unit
 Regional Compliance = US National-AAMA
 Installation & Frame Type = New Construction
 Nail Fin Frame
 Overall Frame Depth = 3 1/4-in
 Rating = PG20
 DP+20/-20
 Energy Efficiency = Other Glass Options
 Upgraded Spacer Bar = Standard
 Measurement Type = Net Frame Size
 Frame Width = 23 1/2-in
 Frame Height = 29 1/2-in
 Vent Division = Even Divide
 Vent Height = 15-in

Frame Color - Exterior = White
 Frame Color - Interior = White
 Glass Breakage Warranty = No
 Sound Transmission Class = Standard
 Glazing = Insulated
 CA Urban Fire Code Label = No CA Fire Label
 Low-E = No Low-E
 Glass Type = Tempered
 Glass Color/Texture = Obscure
 Insulated Glass Options = High Altitude
 Select Glass Thickness = 1/8 in - 1/8 out
 Grid Type = No Grids
 Lock Type = Style Cam Lock(s)
 Number of Locks = 1 Lock
 Hardware Finish - Interior = White
 Screen Options = Fiberglass Mesh Screen
 Full or Half Screen = Full Screen
 Screen Frame = Standard Screen Frame
 Perimeter Frame Options = None
 Extension Jamb needed? = None
 Interior Frame Options = None
 Installation Accessories = None
 Secondary Vent Stop = Secondary Vent Stop

Is This a Remake = No
 Room Location = Not Specified
 Prep for Shipping = Standard
 Clear Opening Dimensions = Clear Opening 19 3/8 -in w
 11 3/8 -in h
 1.5sf
 U-Factor = 0.48
 Energy Star Qualified = None
 Solar Heat Gain Coefficient = 0.59
 Visible Light Transmittance = 0.62
 Condensation Resistance = 43
 CPD# = JEL-A-725-13096-00002
 DP Rating = PG20
 DP+20/-20
 SOS = 937068
 SOS Description = WTS JW V2500 Window
 Vendor ID = 12697
 Of Measure = EA
 Production Time (Does not include transit time) = 21-in Days
 Delivery Method = In-Store Pick-Up
 Manufacturer = JELD-WEN
 Stayton (WO)
 Customer Service Number = 1-800-825-0706
 Option 3
 Catalog Version Date = 11/23/2024
 Catalog Version = 24.4.12.0

End Line 500 Description

JELD-WEN 83.5-in x 35.5-in V-2500 3 Panel
 Slider
 Room Location: Kitchen



Product Warranty



Line #	Item Summary	Production Time	Was Price	Now Price	Quantity	Total Savings	Pre-Tax Total
600-1	JELD-WEN 83.5-in x 35.5-in V-2500 3 Panel Slider	21 days	\$714.03	\$714.03 606.93	1	(107.10)	\$714.03 606.93

Begin Line 600 Description

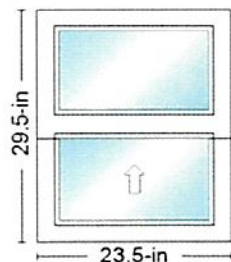
---- Line 600-1 ----

JELD-WEN V-2500 3 Panel Slider
 Assembly = Full Unit
 Regional Compliance = US National-AAMA
 Installation & Frame Type = New Construction
 Nail Fin Frame
 Overall Frame Depth = 2 7/8-in
 Rating = PG20
 DP+20/-20
 Energy Efficiency = Energy Star - Northern
 Upgraded Spacer Bar = Standard
 Operation = XOX
 Measurement Type = Net Frame Size
 Frame Width = 83 1/2-in
 Frame Height = 35 1/2-in
 Vent Division = 1/4 Vent
 Vent Width = 21-in

Frame Color - Exterior = White
 Frame Color - Interior = White
 Glass Breakage Warranty = No
 Sound Transmission Class = Standard
 Glazing = Insulated
 CA Urban Fire Code Label = No CA Fire Label
 Low-E = SunFlow With HeatSave
 Neat Glass = No
 Glass Type = Standard
 Insulated Glass Options = Argon
 Elevation = 0 - 3500 feet
 Select Glass Thickness = 3/32 in - 3/32 out
 Grid Type = No Grids
 Lock Type = Style Cam Lock(s)
 Number of Locks = 1 Lock
 Hardware Finish - Interior = White
 Screen Options = Fiberglass Mesh Screen
 Screen Frame = Standard Screen Frame
 Perimeter Frame Options = None
 Extension Jamb needed? = None
 Interior Frame Options = None
 Installation Accessories = None
 Secondary Vent Stop = Secondary Vent Stop

Additional Information = Warranty
 Is This a Remake = No
 Room Location = Not Specified
 Prep for Shipping = Standard
 Clear Opening Dimensions = Clear Opening 18
 5/8 -in w
 32 5/8 -in h
 4.2sf
 U-Factor = 0.26
 Energy Star Qualified = Northern
 Solar Heat Gain Coefficient = 0.53
 Visible Light Transmittance = 0.65
 Condensation Resistance = 43
 CPD# = JEL-A-176-08970-00001
 DP Rating = PG20
 DP+20/-20
 SOS = 937068
 SOS Description = WTS JW V2500 Window
 Vendor ID = 12697
 Of Measure = EA
 Production Time (Does not include transit
 time) = 21-in Days
 Delivery Method = In-Store Pick-Up
 Manufacturer = JELD-WEN
 Stayton (WO)
 Customer Service Number = 1-800-825-0706
 Option 3
 Catalog Version Date = 11/23/2024
 Catalog Version = 24.4.12.0

End Line 600 Description



JELD-WEN 23.5-in x 29.5-in V-2500 Rectangle
 Single Hung
 Room Location: Utility Room

Product Warranty



Line #	Item Summary	Production Time	Was Price	Now Price	Quantity	Total Savings	Pre-Tax Total
700-1	JELD-WEN 23.5-in x 29.5-in V-2500 Rectangle Single Hung *	21 days	\$251.93	\$251.93 214.14	1	(37.79)	\$251.93 214.14

Begin Line 700 Description

---- Line 700-1 ----

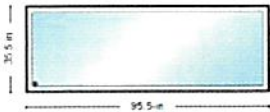
JELD-WEN V-2500 Rectangle Single Hung
 Assembly = Full Unit
 Regional Compliance = US National-AAMA
 Installation & Frame Type = New Construction
 Nail Fin Frame
 Overall Frame Depth = 2 7/8-in
 Rating = PG20
 DP+20/-20
 Product Model = Tilt
 Energy Efficiency = Energy Star - Northern
 Upgraded Spacer Bar = Standard
 Measurement Type = Net Frame Size
 Frame Width = 23 1/2-in
 Frame Height = 29 1/2-in
 Vent Division = Even Divide
 Vent Height = 15-in

Frame Color - Exterior = White
 Frame Color - Interior = White
 Glass Breakage Warranty = No
 Sound Transmission Class = Standard
 Glazing = Insulated
 CA Urban Fire Code Label = No CA Fire Label
 Low-E = SunFlow With HeatSave
 Neat Glass = No
 Glass Type = Standard
 Insulated Glass Options = Argon
 Elevation = 0 - 3500 feet
 Select Glass Thickness = 3/32 in - 3/32 out
 Grid Type = No Grids
 Lock Type = Style Cam Lock(s)
 Number of Locks = 1 Lock
 Hardware Finish - Interior = White
 Screen Options = Fiberglass Mesh Screen
 Screen Frame = Standard Screen Frame
 Perimeter Frame Options = None
 Extension Jamb needed? = None
 Interior Frame Options = None
 Installation Accessories = None
 Secondary Vent Stop = Secondary Vent Stop

Additional Information = Warranty
 Is This a Remake = No
 Room Location = Not Specified
 Prep for Shipping = Standard
 Clear Opening Dimensions = Clear Opening 20
 5/8 -in w
 11 3/8 -in h
 1.6sf
 U-Factor = 0.26
 Energy Star Qualified = Northern
 Solar Heat Gain Coefficient = 0.53
 Visible Light Transmittance = 0.65
 Condensation Resistance = 44
 CPD# = JEL-A-225-10637-00001
 DP Rating = PG20
 DP+20/-20
 SOS = 937068
 SOS Description = WTS JW V2500 Window
 Vendor ID = 12697
 Of Measure = EA
 Production Time (Does not include transit
 time) = 21-in Days
 Delivery Method = In-Store Pick-Up
 Manufacturer = JELD-WEN
 Stayton (WO)
 Customer Service Number = 1-800-825-0706
 Option 3
 Catalog Version Date = 11/23/2024
 Catalog Version = 24.4.12.0

End Line 700 Description

JELD-WEN 95.5-in x 35.5-in V-2500 Rectangle
 Room Location: UL Entry



Product Warranty



Line #	Item Summary	Production Time	Was Price	Now Price	Quantity	Total Savings	Pre-Tax Total
800-1	JELD-WEN 95.5-in x 35.5-in V-2500 Rectangle	21 days	\$1,016.89	\$1,016.89 864.36	1	(152.53)	\$1,016.89 864.36

Begin Line 800 Description

---- Line 800-1 ----

JELD-WEN V-2500 Rectangle
 Assembly = Full Unit
 Regional Compliance = US National-AAMA
 Installation & Frame Type = New Construction
 Nail Fin Frame
 Overall Frame Depth = 2 7/8-in
 Rating = PG20
 DP+20/-20
 Product to Match = Matches Single Hung/Slider
 Energy Efficiency = Energy Star - Northern
 Measurement Type = Net Frame Size
 Frame Width = 95 1/2-in
 Frame Height = 35 1/2-in

Frame Color - Exterior = White
 Frame Color - Interior = White
 Glass Breakage Warranty = No
 Sound Transmission Class = Standard
 Glazing = Insulated
 CA Urban Fire Code Label = No CA Fire Label
 Low-E = SunFlow With HeatSave
 Neat Glass = No
 Glass Type = **Tempered**
 Insulated Glass Options = Argon
 Elevation = 0 - 3500 feet
 Select Glass Thickness = 3/16 in - 3/16 out
 Grid Type = No Grids
 Perimeter Frame Options = None
 Extension Jamb needed? = None
 Interior Frame Options = None
 Installation Accessories = None

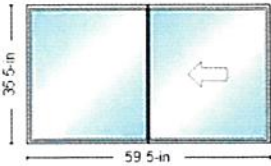
Additional Information = Warranty
 Is This a Remake = No
 Room Location = Not Specified
 Prep for Shipping = Standard
 U-Factor = 0.24
 Energy Star Qualified = Northern
 Solar Heat Gain Coefficient = 0.52
 Visible Light Transmittance = 0.66
 Condensation Resistance = 44
 CPD# = JEL-A-173-07951-00004
 DP Rating = PG20
 DP+20/-20
 SOS = 937068
 SOS Description = WTS JW V2500 Window
 Vendor ID = 12697
 Of Measure = EA
 Production Time (Does not include transit time) = 21-in Days
 Delivery Method = In-Store Pick-Up
 Manufacturer = JELD-WEN
 Stayton (WO)
 Customer Service Number = 1-800-825-0706
 Option 3
 Catalog Version Date = 11/23/2024
 Catalog Version = 24.4.12.0

End Line 800 Description

JELD-WEN 59.5-in x 35.5-in V-2500 2 Panel

Slider

Room Location: **UL Kitchen**



Product Warranty



Line #	Item Summary	Production Time	Was Price	Now Price	Quantity	Total Savings	Pre-Tax Total
900-1	JELD-WEN 59.5-in x 35.5-in V-2500 2 Panel Slider	21 days	\$485.85	\$485.85 412.97	1	(72.88)	\$485.85 412.97

Begin Line 900 Description

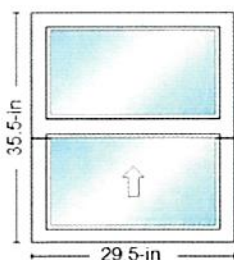
---- Line 900-1 ----

JELD-WEN V-2500 2 Panel Slider
 Assembly = Full Unit
 Regional Compliance = US National-AAMA
 Installation & Frame Type = New Construction
 Nail Fin Frame
 Overall Frame Depth = 2 7/8-in
 Rating = PG20
 DP+20/-20
 Energy Efficiency = Energy Star - Northern
 Upgraded Spacer Bar = Standard
 Operation = OX (Right Hand)
 Measurement Type = Net Frame Size
 Frame Width = 59 1/2-in
 Frame Height = 35 1/2-in
 Vent Division = Even Divide
 Vent Width = 30-in

Frame Color - Exterior = White
 Frame Color - Interior = White
 Glass Breakage Warranty = No
 Sound Transmission Class = Standard
 Glazing = Insulated
 CA Urban Fire Code Label = No CA Fire Label
 Low-E = SunFlow With HeatSave
 Neat Glass = No
 Glass Type = Standard
 Insulated Glass Options = Argon
 Elevation = 0 - 3500 feet
 Select Glass Thickness = 3/32 in - 3/32 out
 Grid Type = No Grids
 Lock Type = Style Cam Lock(s)
 Number of Locks = 1 Lock
 Hardware Finish - Interior = White
 Screen Options = Fiberglass Mesh Screen
 Screen Frame = Standard Screen Frame
 Perimeter Frame Options = None
 Extension Jamb needed? = None
 Interior Frame Options = None
 Installation Accessories = None
 Secondary Vent Stop = Secondary Vent Stop

Is This a Remake = No
 Room Location = Not Specified
 Prep for Shipping = Standard
 Clear Opening Dimensions = Clear Opening 26 3/8 -in w
 32 5/8 -in h
 5.9sf
 U-Factor = 0.26
 Energy Star Qualified = Northern
 Solar Heat Gain Coefficient = 0.53
 Visible Light Transmittance = 0.65
 Condensation Resistance = 43
 CPD# = JEL-A-176-08970-00001
 DP Rating = PG20
 DP+20/-20
 SOS = 937068
 SOS Description = WTS JW V2500 Window
 Vendor ID = 12697
 Of Measure = EA
 Production Time (Does not include transit time) = 21-in Days
 Delivery Method = In-Store Pick-Up
 Manufacturer = JELD-WEN
 Stayton (WO)
 Customer Service Number = 1-800-825-0706
 Option 3
 Catalog Version Date = 11/23/2024
 Catalog Version = 24.4.12.0

End Line 900 Description



JELD-WEN 29.5-in x 35.5-in V-2500 Rectangle
 Single Hung
 Room Location: **UL Living**

Product Warranty



Line #	Item Summary	Production Time	Was Price	Now Price	Quantity	Total Savings	Pre-Tax Total
1000-1	JELD-WEN 29.5-in x 35.5-in V-2500 Rectangle Single Hung	21 days	\$297.95	\$297.95 253.25	1	(44.69)	\$297.95 253.25

Begin Line 1000 Description

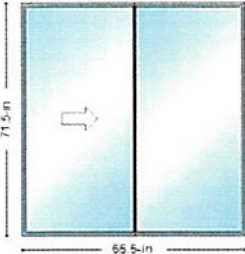
---- Line 1000-1 ----

JELD-WEN V-2500 Rectangle Single Hung
 Assembly = Full Unit
 Regional Compliance = US National-AAMA
 Installation & Frame Type = New Construction
 Nail Fin Frame
 Overall Frame Depth = 2 7/8-in
 Rating = PG20
 DP+20/-20
 Product Model = Tilt
 Energy Efficiency = Energy Star - Northern
 Upgraded Spacer Bar = Standard
 Measurement Type = Net Frame Size
 Frame Width = 29 1/2-in
 Frame Height = 35 1/2-in
 Vent Division = Even Divide
 Vent Height = 18-in

Frame Color - Exterior = White
 Frame Color - Interior = White
 Glass Breakage Warranty = No
 Sound Transmission Class = Standard
 Glazing = Insulated
 CA Urban Fire Code Label = No CA Fire Label
 Low-E = SunFlow With HeatSave
 Neat Glass = No
 Glass Type = Standard
 Insulated Glass Options = Argon
 Elevation = 0 - 3500 feet
 Select Glass Thickness = 3/32 in - 3/32 out
 Grid Type = No Grids
 Lock Type = Style Cam Lock(s)
 Number of Locks = 1 Lock
 Hardware Finish - Interior = White
 Screen Options = Fiberglass Mesh Screen
 Screen Frame = Standard Screen Frame
 Perimeter Frame Options = None
 Extension Jamb needed? = None
 Interior Frame Options = None
 Installation Accessories = None
 Secondary Vent Stop = No Secondary Vent Stop

Additional Information = Warranty
 Is This a Remake = No
 Room Location = Not Specified
 Prep for Shipping = Standard
 Clear Opening Dimensions = Clear Opening 26
 5/8 -in w
 14 3/8 -in h
 2.6sf
 U-Factor = 0.26
 Energy Star Qualified = Northern
 Solar Heat Gain Coefficient = 0.53
 Visible Light Transmittance = 0.65
 Condensation Resistance = 44
 CPD# = JEL-A-225-10637-00001
 DP Rating = PG20
 DP+20/-20
 SOS = 937068
 SOS Description = WTS JW V2500 Window
 Vendor ID = 12697
 Of Measure = EA
 Production Time (Does not include transit
 time) = 21-in Days
 Delivery Method = In-Store Pick-Up
 Manufacturer = JELD-WEN
 Stayton (WO)
 Customer Service Number = 1-800-825-0706
 Option 3
 Catalog Version Date = 11/23/2024
 Catalog Version = 24.4.12.0

End Line 1000 Description



JELD-WEN 65.5-in x 71.5-in V-2500 2 Panel
 Slider
 Room Location: **UL Bed 1**

Product Warranty



Line #	Item Summary	Production Time	Was Price	Now Price	Quantity	Total Savings	Pre-Tax Total
1100-1	JELD-WEN 65.5-in x 71.5-in V-2500 2 Panel Slider	21 days	\$800.37	\$800.37 680.31	1	(120.05)	\$800.37 680.31

Begin Line 1100 Description

---- Line 1100-1 ----

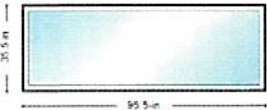
JELD-WEN V-2500 2 Panel Slider
 Assembly = Full Unit
 Regional Compliance = US National-AAMA
 Installation & Frame Type = New Construction
 Nail Fin Frame
 Overall Frame Depth = 2 7/8-in
 Rating = PG20
 DP+20/-20
 Energy Efficiency = Energy Star - Northern
 Upgraded Spacer Bar = Standard
 Operation = XO (Left Hand)
 Measurement Type = Net Frame Size
 Frame Width = 65 1/2-in
 Frame Height = 71 1/2-in
 Vent Division = Even Divide
 Vent Width = 33-in

Frame Color - Exterior = White
 Frame Color - Interior = White
 Glass Breakage Warranty = No
 Sound Transmission Class = Standard
 Glazing = Insulated
 CA Urban Fire Code Label = No CA Fire Label
 Low-E = SunFlow With HeatSave
 Neat Glass = No
 Glass Type = Standard
 Insulated Glass Options = Argon
 Elevation = 0 - 3500 feet
 Select Glass Thickness = 1/8 in - 1/8 out
 Grid Type = No Grids
 Lock Type = Style Cam Lock(s)
 Number of Locks = 1 Lock
 Hardware Finish - Interior = White
 Screen Options = Fiberglass Mesh Screen
 Screen Frame = Standard Screen Frame
 Perimeter Frame Options = None
 Extension Jamb needed? = None
 Interior Frame Options = None
 Installation Accessories = None
 Secondary Vent Stop = Secondary Vent Stop

Is This a Remake = No
 Room Location = Not Specified
 Prep for Shipping = Standard
 Clear Opening Dimensions = Clear Opening 29
 3/8 -in w
 68 5/8 -in h
 14sf
 U-Factor = 0.26
 Energy Star Qualified = Northern
 Solar Heat Gain Coefficient = 0.52
 Visible Light Transmittance = 0.64
 Condensation Resistance = 43
 CPD# = JEL-A-176-08970-00004
 DP Rating = PG20
 DP+20/-20
 SOS = 937068
 SOS Description = WTS JW V2500 Window
 Vendor ID = 12697
 Of Measure = EA
 Production Time (Does not include transit
 time) = 21-in Days
 Delivery Method = In-Store Pick-Up
 Manufacturer = JELD-WEN
 Stayton (WO)
 Customer Service Number = 1-800-825-0706
 Option 3
 Catalog Version Date = 11/23/2024
 Catalog Version = 24.4.12.0

End Line 1100 Description

JELD-WEN 95.5-in x 35.5-in V-2500 Rectangle
 Room Location: **UL Bed 2**



Product Warranty



Line #	Item Summary	Production Time	Was Price	Now Price	Quantity	Total Savings	Pre-Tax Total
1200-1	JELD-WEN 95.5-in x 35.5-in V-2500 Rectangle	21 days	\$554.67	\$554.67 471.46	1	(83.20)	\$554.67 471.46

Begin Line 1200 Description

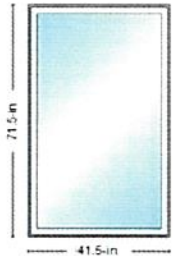
---- Line 1200-1 ----

JELD-WEN V-2500 Rectangle
 Assembly = Full Unit
 Regional Compliance = US National-AAMA
 Installation & Frame Type = New Construction
 Nail Fin Frame
 Overall Frame Depth = 2 7/8-in
 Rating = PG20
 DP+20/-20
 Product to Match = Matches Single Hung/Slider
 Energy Efficiency = Energy Star - Northern
 Measurement Type = Net Frame Size
 Frame Width = 95 1/2-in
 Frame Height = 35 1/2-in

Frame Color - Exterior = White
 Frame Color - Interior = White
 Glass Breakage Warranty = No
 Sound Transmission Class = Standard
 Glazing = Insulated
 CA Urban Fire Code Label = No CA Fire Label
 Low-E = SunFlow With HeatSave
 Neat Glass = No
 Glass Type = Standard
 Insulated Glass Options = Argon
 Elevation = 0 - 3500 feet
 Select Glass Thickness = 3/16 in - 3/16 out
 Grid Type = No Grids
 Perimeter Frame Options = None
 Extension Jamb needed? = None
 Interior Frame Options = None
 Installation Accessories = None

Additional Information = Warranty
 Is This a Remake = No
 Room Location = Not Specified
 Prep for Shipping = Standard
 U-Factor = 0.24
 Energy Star Qualified = Northern
 Solar Heat Gain Coefficient = 0.52
 Visible Light Transmittance = 0.66
 Condensation Resistance = 44
 CPD# = JEL-A-173-07951-00004
 DP Rating = PG20
 DP+20/-20
 SOS = 937068
 SOS Description = WTS JW V2500 Window
 Vendor ID = 12697
 Of Measure = EA
 Production Time (Does not include transit time) = 21-in Days
 Delivery Method = In-Store Pick-Up
 Manufacturer = JELD-WEN
 Stayton (WO)
 Customer Service Number = 1-800-825-0706
 Option 3
 Catalog Version Date = 11/23/2024
 Catalog Version = 24.4.12.0

End Line 1200 Description



JELD-WEN 41.5-in x 71.5-in V-2500 Rectangle
 Room Location: Livingroom 2

Product Warranty



Line #	Item Summary	Production Time	Was Price	Now Price	Quantity	Total Savings	Pre-Tax Total
1300-1	JELD-WEN 41.5-in x 71.5-in V-2500 Rectangle	21 days	\$446.70	\$446.70 379.69	1	(67.00)	\$446.70 379.69

Begin Line 1300 Description

---- Line 1300-1 ----

JELD-WEN V-2500 Rectangle
 Assembly = Full Unit
 Regional Compliance = US National-AAMA
 Installation & Frame Type = New Construction
 Nail Fin Frame
 Overall Frame Depth = 2 7/8-in
 Rating = PG20
 DP+20/-20
 Product to Match = Matches Single Hung/Slider
 Energy Efficiency = Energy Star - Northern
 Upgraded Spacer Bar = Performance Plus
 Measurement Type = Net Frame Size
 Frame Width = 41 1/2-in
 Frame Height = 71 1/2-in

Frame Color - Exterior = White
 Frame Color - Interior = White
 Glass Breakage Warranty = No
 Sound Transmission Class = Standard
 Glazing = Insulated
 CA Urban Fire Code Label = No CA Fire Label
 Low-E = SunFlow With HeatSave
 Neat Glass = No
 Glass Type = Standard
 Insulated Glass Options = Argon
 Elevation = 0 - 3500 feet
 Select Glass Thickness = 1/8 in - 1/8 out
 Grid Type = No Grids
 Perimeter Frame Options = None
 Extension Jamb needed? = None
 Interior Frame Options = None
 Installation Accessories = None

Additional Information = Warranty
 Is This a Remake = No
 Room Location = Not Specified
 Prep for Shipping = Standard
 U-Factor = 0.23
 Energy Star Qualified = Northern
 Solar Heat Gain Coefficient = 0.54
 Visible Light Transmittance = 0.67
 Condensation Resistance = 47
 CPD# = JEL-A-173-07662-00010
 DP Rating = PG20
 DP+20/-20
 SOS = 937068
 SOS Description = WTS JW V2500 Window
 Vendor ID = 12697
 Of Measure = EA
 Production Time (Does not include transit time) = 21-in Days
 Delivery Method = In-Store Pick-Up
 Manufacturer = JELD-WEN
 Stayton (WO)
 Customer Service Number = 1-800-825-0706
 Option 3
 Catalog Version Date = 11/23/2024
 Catalog Version = 24.4.12.0

End Line 1300 Description

Accepted by: _____

Date: 2/1/2025

Pre-Tax Total	\$7,260.58
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This quote is an estimate only and valid for 30 days on all regularly priced items. For promotional items please refer to the dates listed above.
 This estimate does not include tax or delivery charges. Estimated arrival will be determined at the time of purchase. All of the above quantities, dimensions, specifications and accessories have been verified and accepted by the customer.

**** Special order configured products returned or canceled after 72 hours from purchase are subject to a 20% restocking fee. ****

Engineering Local Xperts
Colorado Springs, CO
719-308-9146
serranocarlospe@outlook.com
elxsoco.com
Hablamos Español



FEBRUARY 3, 2025

Joshua Allen
308 Ruxton Ave.
Manitou Springs, CO 80829

Re: Structural Observation
308 Ruxton Ave.
Manitou Springs, CO 80829



Dear Josh,

At your request, **ELX, LLC** conducted a limited structural observation of the house located at the address referenced above on 1/30/2025. Our observation was limited to the upper-level structure built above the front porch. The purpose of this observation was to provide an opinion about the current condition of the structure. The front of the house has been considered to face south.

The upper-level structure has been constructed above the original porch structure. The upper-level floor overhangs to the west. The corners of the upper level are supported by a column at each end. The original porch structure columns are supported on the concrete step of the walkway. One of the columns rests over a small stone. The upper-level floor slopes down several inches in a short distance towards the west.

Based on observations, it is our opinion that the upper-level structure is not adequately supported by the original porch structure. Additionally, the columns at the corners of the upper-level structure span too far a distance to properly support the upper-level structure. It is our opinion that the upper-level structure is unsafe and should be removed.

I hope this letter provides the information you requested. Feel free to contact our office regarding this letter.

Warm Regards,

Carlos Serrano, PE

PRINCIPAL/OWNER



Title: 308 Ruxton Avenue - Vicky Bunsen Doucette Memorial Mini-Grant
From: Zach Davison - Planner
To: Historic Preservation Commission
Address of Proposal: 308 Ruxton Avenue
Applicant: Joshua Allen, Owner

March 5, 2025

Proposal:

This \$10,000 fund is located within the City of Manitou Springs' general fund and is renewed each year. This mini-grant program is a reimbursement grant intended to assist property owners with maintaining their historic structures. Last year, only one homeowner applied for this grant, with most funds being unused.

The owner of 308 Ruxton Avenue requests the Vicky Bunsen Doucette Memorial Mini-Grant to perform the following maintenance:

- Replace siding where necessary with one-inch by six-inch (1"x6") tongue-and-groove wood siding.
- Replace trim where necessary with one inch by four-inch (1"x 4") wood trim.
- Paint the house in its entirety, to include surface preparation and rehabilitation.

This structure is considered a contributing resource to the Ruxton Historic Sub-District.

Zone District:

General Residential (GR)

Historic Subdistrict:

Ruxton Historic Sub-District

Background and Existing Conditions:

Built in 1904, this 1,758-square-foot has a L-shaped footprint, with a one-story ell extending at a 90-degree angle from the main structure. The two-story portion features a centered single window (1/1) on the first floor, with a pair of 1/1 windows centered in the gable end. The one-story ell includes a pair of 1/1 windows symmetrically facing the street.

The exterior of the home is clad in one-inch by six-inch (1"x6") tongue-and-groove wood siding with one inch by four-inch (1"x 4") cedar window trim. A side porch, topped by a second-story addition running the length of the house, features turned posts, spindle woodworking, and decorative brackets along the roofline, reflecting Folk Victorian influences. The home's long, narrow footprint is characteristic of early 20th-century urban and small-town development, where homes were built to maximize space on narrow lots.

Over time, the home underwent incremental expansion, reflecting a broader historical trend of



adapting homes to accommodate growing families and evolving household needs. A Historic Inventory conducted in 1991 noted the house was in need of restoration. Records from the Manitou Springs Planning Department and Pikes Peak Regional Building Department indicate no permits were issued, aside from a reroofing permit. The home had been converted into two units (upper and lower), with the second-story addition repurposed as a kitchen, where appliances were placed along the outer wall, adding structural strain to an already haphazard and unpermitted addition.

Public Involvement:

Public notice is not required for this application.

Findings and Review Criteria:

There are no specific review criteria for this grant and the program guidelines are not located in code and are not adopted by the City Council. Therefore, the Historic Preservation Commission has the authority to approve or deny requests of any amount.

Staff Recommendation:

Should the Historic Preservation Commission find it appropriate to award this grant, staff does not recommend any conditions.

Motion Language Options:

Approve the Mini-Grant Application for 308 Ruxton Avenue, based upon the findings that the request meets the review criteria for granting a Material Change of Appearance Certification as set forth in City Code Section 17.04.050.B.5.

Approve the Mini-Grant Application for 308 Ruxton Avenue, based upon the findings that the request meeting the review criteria for granting a Material Change of Appearance Certification, as set forth in City Code Section 17.04.050.B.5, with conditions as follows...

Deny the Mini-Grant Application for 308 Ruxton Avenue, based upon the findings that the request does not meet the review criteria for granting a Material Change of Appearance Certification, as set forth in City Code Section 17.04.050.B.5.

Postpone the Mini-Grant Application for 308 Ruxton Avenue, to April 2, 2025, for further consideration.

Vicky Bunsen Doucette
Memorial Mini-Grants for Maintenance of Historic Properties

APPLICATION PART 1 – INITIAL GRANT APPROVAL

Date Submitted 2-18-25

Name of Owner Applicant(s): Joshua Allen

Phone: 334-318-0349 Email: jcallen3908@gmail.com

Property Name (if any): Allen Haus.

Property Address: 308 Ruxton Ave

Historic Subdistrict Property is located within: _____

Tax Parcel Number: 2025-31

Legal Description (attach separate page if needed): _____

Brief Project Description: Please provide a brief project description of all work associated with the project. Work that will not be funded, but is associated with funded work should be included.

Repair & replace wood siding like for like and
paint siding and trim to match

Photos and Detailed Project Description: Using the form provided, attach general photograph(s) of the building or structure and detailed photos of existing conditions that will be addressed by the proposed project. Provide a brief description of each photo and what the associated work will consist of.

Total estimated cost of project: \$ 8,500

Amount of grant request: \$ \$2000 up to \$2,000

Amount of match funds: \$ \$6500 (25% min.)

Start date of project: 2-18-25

Estimated completion date: 3-30-25

General Conditions

- It is understood and agreed that the applicant shall be solely responsible for all safety conditions and compliance with all safety regulations, building codes, ordinances and other applicable regulations.
- It is understood and agreed work initiated or completed prior to approval of this grant application is ineligible for funding and will not be funded.
- It is expressly understood and agreed the applicant or owner will not seek to hold the City of Manitou Springs or the Manitou Springs Historic Preservation Commission liable for any property damage, personal injury, or other loss relating in any way to work done in connection with the Maintenance Grant Program.
- The applicant agrees to maintain the property and improvements.
- The applicant authorizes the City of Manitou Springs to promote an approved project, including but not limited to displaying a sign at the site, during and after construction, and using photographs and descriptions of the project in City of Manitou Springs promotional materials, press releases, and on the City's website.
- The applicant understands the City of Manitou Springs reserves the right to make changes to the Maintenance Grant Program.

I hereby apply for preliminary grant approval for the work described in this application for which I am seeking reimbursement of the funds up to \$2,000 as specified. I certify by signing below that I am the legal owner of the subject property and, to the best of my knowledge, the information provided in this application is true and correct. I agree to allow representatives of the City of Manitou Springs and/or the Manitou Springs Historic Preservation Commission access to the property as may be necessary and reasonable for the review and approval of this application.

Joshua Alb 2-18-25
Signature of Applicant Date

Planning Staff Use Only

Application Complete: _____ Incomplete: _____

Applicant Sent for Individual Commissioner Review: _____ ☐ ☐
Approved: Y N

Conditions: _____





Memorandum

Title: Historic Preservation Awards 2025

From:

To: Mayor and City Council

CC: City Administrator Denise Howell

Allocated Time: Staff has assembled the list of applicants for MCAC's in 2023 and 2024 for Commission review and recommendation.

March 5, 2025

Purpose:

Background:

Pros and Cons:

Fiscal Impact:

Workload Impact:

Recommended Action:

MCAC Applications in 2023 and 2024

	2023				
Initial Assessment	Applicant	Address	MCAC #	Hearing Date	Type
	Duncan Cynthia L	128 PAWNEE AVE	MCAC 1902	1/2/2019	exterior alterations
	Claire Kalman	109 South Path	MCAC 2301	3/8/2023	exterior alterations
	Andrew Cook	39 Delaware	MCAC 2302	3/8/2023	exterior alterations
Did not Proceed	Did not proceed	121 Pawnee	MCAC 2303	3/8/2023	exterior alterations
	Paul Figueroa	39 Burns	MCAC 2304	4/5/2023	exterior alterations
City Project	City	701 Manitou	MCAC 2305		
Received Award Last Year	Cheryl and Joe Jaffe	325 Spring St	MCAC 2306		
Code Enforcement Case	Elizabeth Schnepf	141 Capitol Hill	MCAC 2307	9/6/2023	Exterior alterations (improvements began prior to HPC approval)
Did not proceed with plans approved	Anthony Lane (owner)	124 Fairview	MCAC 2308	7/5/2023	exterior alterations
Code Enforcement Case	Michael Lopez	801 Shoshone	MCAC 2309	7/5/2023	exterior alterations (improvements completed prior to HPC Approval)
	Dave Long	173 Chelton	MCAC 2310	8/2/2023	exterior alterations (improvements completed prior to HPC Approval)
Withdrawn	Aaron Danielson	140/144 Ruxton	MCAC 2311	Withdrawn	
	Katie Pickard	701 Prospect	MCAC 2312	7/5/2023	Exterior Altertions
City Project	City	10 Old Man Trail	MCAC 2313		
Improvements are not yet complete	Sharon and Sam Eblen	515 High Street	MCAC 2314	8/2/2023	Exterior Alterations
	Sun Water Spa	514 El Paso Blvd	MCAC 2315	8/2/2023	Exterior Alterations
	Phil Labont & Jordan Sharpe	0 Chelton Rd	MCAC 2316	9/6/2023	New Construction
City Projecct	City of Manitou Springs	606 Manitou Avenue	MCAC 2317		
	Doug Baker	3 Oklahoma Rd	MCAC 2318	10/4/2023	Exterior Alterations
Withdrawn	Linda J Radice, Trust	402 Winona Road	MCAC 2319	Withdrawn	
	Dominique Rivera	917 Midland	MCAC 2320	10/4/2023	Exterior Alteration
	Christy Riggs	117 Deer Path Ave	MCAC 2321	11/11/2023	Exterior Alteration
Denied	Laura Dye	40 Grand Ave	MCAC 2322		Denied
	Nelson Ross Architects	128 Ruxton Ave	MCAC 2323	11/11/2023	Exterior Alteration
Withdrawn	NES	328 Manitou Avenue	MCAC 2324	Withdrawn	
	RMG	324 Spring Street	MCAC 2325	12/6/2023	Exterior Alteration
	Owners	325 Spring Street	MCAC 2326	12/6/2023	New Construction
	Martha Peterson/Doug Hammond (o	46 Waltham Ave	MCAC 2327	1/3/2024	Exterior Alterations
Work completed prior to Hearing	Michael Lopez	805 Shoshone PL	MCAC 2328	1/3/2024	exterior alterations (improvements completed prior to HPC Approval)

	2024				
Initial Assessment	Applicant	Address	MCAC #	Hearing Date	Type
Withdrawn	Sharon Erle-Palmer	719 Duclo Ave	2401	Withdrawn	
City Project	City	606 Manitou Ave	2402	2/7/2024	Exterior Improvements
City Project	City	902 Manitou Ave	2403	4/3/2024	Exterior Improvements
	Aaron Danielson	140 Ruxton	2404	4/3/2024	Exterior Improvements
	Aaron Danielson	144 Ruxton	2405	4/3/2024	Exterior Improvements
City Project	City	606 Manitou Ave	2406	3/19/2024	Interior Improvements
City Project	City	701 Manitou Ave	2407	4/3/2024	
City Project	City	932 Manitou Ave	2408	4/3/2024	
City Project	City	701 Manitou Ave	2409	7/15/2024	
Work completed prior to Hearing	Jennifer Lindgren	109 Lovers Lane	2410	4/3/2024	Exterior Improvements
	Roger Treweeke	118 Manitou Terrace	2411	4/3/2024	Exterior Improvements
	Katie Pickard	701 Propsect Pl	2412	4/3/2024	Exterior Improvements
	Doug Baker	3 Oklahoma Rd	2413	4/3/2024	Exterior Improvements
Improvements are not yet complete	Sam Eblen	515 High Street	2414	5/1/2024	Exterior Improvements
Did not complete improvements per original MCAC	Pete	170 Chelton	2415	5/1/2024	Exterior Improvements
	Anthony Lane	124 Fairview Ln	2416	7/15/2024	Exterior Improvements
	Mike Lopez	803 Shoshone	2417	7/15/2024	Exterior Improvements

	Doug Edmundson	2 Garnet Ave	2418	7/15/2024	Exterior Improvements
City Project	City	701 Manitou Ave	2419		
	City of Colorado Springs	540 Ruxton Ave	2420	8/7/2024	Exterior Improvements
Withdrawn	Melanie Gilbert	129 Pawnee Ave	2421	Withdrawn	
	Aaron Danielson	140 Ruxton	2422	11/6/2024	Exterior Improvements
	Aaron Danielson	144 Ruxton	2423	11/6/2024	Exterior Improvements
	Hillary Mannion	305 Pine Ridge Avenue	2424	12/4/2024	Exterior Improvements
	The Homesmith (Edward Snow)	915/917 Osage Avenue	2425	12/4/2024	Exterior Improvements