



**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 “withintrification”. 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*