



**CITY OF MANITOU SPRINGS  
HISTORIC PRESERVATION COMMISSION**  
Regular Meeting Minutes  
Hybrid Meeting via Zoom and at Memorial Hall  
July 2, 2025

**I. CALL TO ORDER**

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

**COMMISSIONERS PRESENT FOR ROLL CALL:**

Chair Laura Kindseth  
Vice Chair Matthew Rose  
Commissioner Erin Handlin  
Commissioner Matthew Murphy  
Commissioner Ann Nichols

**COMMISSIONERS ABSENT FOR ROLL CALL:**

Commissioner Joy Porter (excused)

**STAFF PRESENT:**

Senior Planner Chelsea Royston, AICP  
Planner I Zachary Davison

**GUESTS PRESENT:**

City Attorney Representative Katherine Vera

**II. APPROVAL OF MINUTES**

There were no minutes available for review.

**III. PUBLIC COMMENT ON NON-AGENDA ITEMS**

There was no public comment.

**IV. NOTICE OF COUNCIL ACTION**

Commissioner Handlin was appointed by the City Council on July 1, 2025.

## **V. UNFINISHED BUSINESS**

No Unfinished Business was discussed.

## **VI. NEW BUSINESS**

### **1. MCAC 2506 – 2 and 4 Canon Avenue – Exterior Alterations**

Planner Royston presented the staff report for 2 and 4 Canon Avenue. She shared staff's recommendation that, should the HPC find it appropriate to approve the Material Change of Appearance Certification (MCAC) any changes to the proposed design required by other review agencies be subject to administrative review and approval by the Planning Department. Subsequent review by the HPC for substantial changes to the proposed design may be required.

There was a brief discussion about whether the proposed condition was related to a need for more precise drawings, during which Planner Royston clarified that it is common for Pikes Peak Regional Building Department to require small technical changes, especially on complex designs.

Applicants Dan Herman, with Avalon Development Company, and Beth Pastuer, Owner of 2-4 Canon, were introduced.

Mr. Herman provided documents with photos of the current and former conditions of the property. He indicated that the front siding is currently wood but that the rear proposed material will be indistinguishable from the front. He also stated the difference between the two rail heights and the safety requirements for each.

Vice Chair Rose clarified that the elevation doesn't show pickets in the rail but that the pickets would be there.

There was a brief discussion about preferred material for the railings, in which Mr. Herman stated that steel, powder coated or painted, would hold up better against the moisture from the river below.

Commissioner Nichols indicated that the proposed design was appropriate because the change would not be on the primary façade.

There was a brief discussion about whether the decorative trim on the front of the building would be carried to the new rear façade, to which Mr. Herman shared that the trim could be installed, but the detail would not be included.

Chair Kindseth opened the hearing for Public Comment at 6:06 PM. Due to no public comment Chair Kindseth subsequently closed the public comment portion of the hearing.

Vice Chair Rose moved to approve MCAC 2506 with staff's condition. The motion was seconded by Commissioner Nichols. The motion carried (5-0).

2. MGA 2503 131 Washington Avenue - Vicky Bunsen Doucette Memorial Mini-Grant

Planner Davison presented the staff report for MGA 2503 for 131 Washington Avenue.

**Note for the Record** - The applicants were not present.

Planner Davison confirmed that only the roofing would be replaced and that like for like materials would be used.

Commissioner Nichols moved to approve MGA 2503 as submitted. The motion was seconded by Commissioner Handlin. The motion carried (5-0).

3. MGA 2504 128 Spencer Avenue - Vicky Bunsen Doucette Memorial Mini-Grant

Planner Davison presented the staff report for MGA 2504 for 128 Spencer Avenue.

Commissioner Murphy moved to approve MGA 2504 as submitted. The motion was seconded by Vice Chair Rose. The motion carried (5-0).

## **VII. OTHER BUSINESS**

No Other Business was discussed.

## **VIII. ADJOURNMENT**

With no further business to discuss, Chair Kindseth adjourned the meeting at 6:38 PM.

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