



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>

February 4, 2026

5:30 PM

- A. CALL TO ORDER**
- B. APPROVAL OF MINUTES**
 - 1. HPC Minutes 01-07-2026
- C. PUBLIC COMMENT ON NON-AGENDA ITEMS**
- D. NOTICE OF COUNCIL ACTION**
- E. UNFINISHED BUSINESS**
- F. NEW BUSINESS**
- G. OTHER BUSINESS**
 - 1. Preservation Award artwork competition
 - 2. Outreach and Education Programs
 - 3. Social Media Posts
 - 4. Upcoming Events
 - 5. Planning Director Updates
- H. ADJOURNMENT**

Commissioners:

Laura Kindseth, Chair (03/31/2027)
Matthew Rose, Vice Chair (03/31/2028)
Erin Handlin (03/31/2029)
Matthew Murphy (03/31/2028)
Ann Nichols (03/31/2029)
Joy Porter (3/31/2029)
Avrie Tomsik (03/31/2029)
Tammila Wright, Alternate Member (03/31/2028)

Staff and Liaisons:

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

2 alternate positions available

The City of Manitou Springs does not discriminate on the basis of disability in the admission to, access to, or operations of programs, services or activities. Reasonable accommodation will be provided to ensure equal access to all. Individuals who would like to request auxiliary aids or services should contact the ADA Coordinator at (719) 685-5481 or jfryer@manitouspringsco.gov. 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.



**CITY OF MANITOU SPRINGS
HISTORIC PRESERVATION COMMISSION**
Regular Meeting Minutes
Hybrid Meeting via Zoom and at Memorial Hall
January 7, 2026

A. 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 Ann Nichols
Commissioner Joy Porter
Commissioner Avrie Tomsik

COMMISSIONERS ABSENT FOR ROLL CALL

Commissioner Matthew Murphy
Alternate Commissioner Tammila Wright

STAFF PRESENT:

Senior Planner Chelsea Royston
Planner I Zachary Davison

GUESTS PRESENT:

City Attorney Representative Katherine Vera

B. APPROVAL OF MINUTES

1. HPC Minutes November 5, 2025

Commissioner Nichols moved to approve the minutes as presented. Vice Chair Rose seconded the motion. Commissioner Tomsik abstained due to absence. The motion passed. (5-0)

C. PUBLIC COMMENT ON NON-AGENDA ITEMS

There was no public comment.

D. NOTICE OF COUNCIL ACTION

Planner Royston informed the Commission that new City Councilors were sworn in the night of January 6, 2026. She also informed the Commission that the new City Council Liaison would be Councilor Julie Wolfe.

E. UNFINISHED BUSINESS

There was no Unfinished Business.

F. NEW BUSINESS

1. MCAC 2601 – 1143 Manitou Avenue (Exterior Alterations)

Planner Davison gave a presentation regarding exterior alterations to 1143 Manitou Avenue. The project proposal was explained to be removal of decayed wood entry stairs and out of code guard rails, replace wood entry steps with concrete, install blacksmith forged traditional wrought iron railing, and install an awning that will overhang the concrete steps by approximately three feet.

Commissioner Porter asked if changes to a building such as the ones proposed could take a building from contributing status to non-contributing. Planner Davison explained that there wouldn't be changes to the structure itself, but additions to it, indicating that the alterations wouldn't change the building's contributing status.

Applicant Doug Mayne of 1419 North Carona Street, Colorado Springs, Colorado addressed the noncompliant railing, stating that it is out of compliance because there is no graspable hand-rail. Applicant Mayne added that they are trying to create a suitable step with up to code hand rails, and the awning is intended to provide safety against rain and snow.

Commissioner Handlin asked about the current conditions of the porch, and if there was originally a door. Applicant Mayne explained that from his perspective there had not been a door, and it was an open porch. The owner of 1143 Manitou Avenue, Connie Brachtenbach, noted that she had never seen any windows or doors on the porch in the entire time she had lived above it, since 1990.

Vice Chair Rose questioned the reasoning for not keeping the original siding for the stairs or not replacing it with something that looked identical. He stated the wrought iron rail seemed out of place. He suggested putting a stone veneer on the side of the steps to match the building. Applicant Mayne stated that the staircase was poorly designed, and that it does not match the period of the building. He provided the exterior design of

the steps would match the design of Manitou Springs. Property Owner Brachtenbach added that the wooden steps are incredibly unsafe, and the proposed cement stairs would be safer, more compliant, and match the charm of the building.

Commissioner Porter asked how the applicant determined that the stairs dated to the late 1990s rather than the 1800s. Applicant Mayne explained that the design and lack of weather protection indicated they would not have lasted since the 1800s. Commissioner Porter asked if there was a way to maintain the original appearance without the wrought iron railing. Applicant Mayne stated that the original look was unattractive and Owner Brachtenbach reiterated that the proposed changes would improve the look and safety.

Vice Chair Rose inquired about the shape of the awning, and suggested changing the angle to match the roof. Applicant Mayne explained the awning would be installed on the shingled portion of the roof, and that it was designed to prevent snow and rain from dripping onto the steps. The awning was clarified to only cover the landing.

Chair Kindseth said she appreciated that the proposed stairs would match the sidewalks. She questioned the wrought iron railing, noting that it is not consistent with the other homes. Applicant Mayne emphasized that the wrought iron was proposed for durability and maintenance, noting that wood railing would be more ornate, expensive and less durable.

Chair Kindseth placed importance on maintaining the character of the neighborhood. Vice Chair Rose noted that there is not a lot of wrought iron in that the home's historic zoning district, and suggested other similar looking options could be considered. Applicant Mayne provided an example of a nearby property with a similar existing staircase.

Planner Royston explained that under HPC guidelines, a clear case was made that the proposed stairs would be much less visually obtrusive than the current stairs, and would be in alignment with the Historic Guidelines.

Planner Davison explained that historic inventory reports focus on primary massing rather than stairways, and the massing was the most important portion of the building.

Vice Chair Rose stated that the Commission's goal is to maintain the materials used within the zone district, and that a wood railing would achieve this. Planner Royston confirmed that this would be an appropriate condition. Commissioner Porter and Chair Kindseth agreed with Vice Chair Rose's point. Commissioner Tomsik proposed that a simpler wrought iron design for the railing would match similar nearby railings. Applicant Mayne commented that the railing would not be ornate. Vice Chair Rose agreed with Commissioner Tomsik that a simple wrought iron railing would be appropriate.

Vice Chair Rose motioned to approve MCAC 2601 with the condition that the rail would be installed as a wrought iron railing with a simple design. Commissioner Handlin seconded the motion. The motion passed unanimously. (6-0)

2. Election of Officers

Commissioner Nichols motioned to reelect Chair Kindseth as Chair of the HPC. Commissioner Porter seconded the motion. The motion passed unanimously. (6-0)

Commissioner Nichols motioned to reelect Vice Chair Rose as Vice Chair of the HPC. Commissioner Porter seconded the motion. The motion passed unanimously. (6-0)

3. 2026 Meeting Dates

Planner Royston proposed the 2026 HPC schedule, which would have the Commission meet on the first Wednesday of each month.

Vice Chair Rose motioned to approve the 2026 meeting dates as presented. Commissioner Porter seconded the motion. The motion passed unanimously. (6-0)

Vice Chair Rose asked about the possibility of an HPC work session, similar to City Council, if needed. Planner Royston explained that it would be possible if a need was identified.

4. Standard Operating Procedures (SOP) for adoption

Planner Royston explained that SOP adoption was required for every board and commission.

Vice Chair Rose moved to approve the proposed SOP, with a change of the meeting time from 5:00 PM to 5:30 PM. Commissioner Porter seconded the motion. The motion passed unanimously. (6-0)

G. OTHER BUSINESS

1. Resource Manual

Planner Royston gave a brief presentation regarding the resources available to Commissioners, staff and applicants. Planner Royston provided insights into the resource manual that was provided, and highlighted best practices, as well as summarizing roles of staff and the Commission.

Chair Kindseth pointed out an error within the manual, and Planner Royston confirmed she would modify it.

Planner Royston stated that staff is available to answer any questions that the Commission may have.

H. ADJOURNMENT

The meeting adjourned at 6:53 PM.

If you need this document in an alternative format, such as large print, accessible PDF, or Braille, please contact the City Clerk's Office at cityclerk@manitouspringsco.gov or (719) 685-2554.



Title: Preservation Award artwork competition

From:

To: Historic Preservation Commission

Address of Proposal:

Applicant:

February 4, 2026

Proposal:

Zone District:

Historic Subdistrict:

Background and Existing Conditions:

Public Involvement:

Findings and Review Criteria:

Staff Recommendation:

Motion Language Options:



Title: Outreach and Education Programs

From:

To: Historic Preservation Commission

Address of Proposal:

Applicant:

February 4, 2026

Proposal:

Zone District:

Historic Subdistrict:

Background and Existing Conditions:

Public Involvement:

Findings and Review Criteria:

Staff Recommendation:

Motion Language Options:

Manitou Springs Historic Preservation Commission

Who We Are & What Is Our Mission

Established in 1979, the purpose of the Manitou Springs Historic Preservation Commission is to protect and enhance districts of historic significance and instill and foster pride in the legacy and achievements of the past. To improve economic vitality of the historic areas of the community through encouraging compatible rehabilitation of historic structures.

the Manitou Springs Historic Preservation Commission (HPC) is a citizen-led advisory board committed to protecting the city's rich architectural and cultural heritage. We work to ensure that the unique character of Manitou Springs—rooted in its natural beauty, historic buildings, and artistic spirit—is preserved for future generations.

Commented [MM1]: Messaging used at the beginning of each meeting.

Commented [MM2]: Alternate introduction.

What We Do

- **Review & Recommend:** Evaluate proposed changes to properties that area within the Historic Preservation District. This includes private residences, commercial structures, or publicly owned structures to ensure that the changes match the historic design guidelines.
 - Find out if you are in an HPC sub-district using this [Interactive Map](#).
 - [Schedule a Pre-application meeting](#) to get started on your next project and find out if you qualify for the grant.
- **Support & Educate:** Provide resources and guidance to property owners and the public on preservation practices.
- **Celebrate & Promote:** Encourage community engagement through events, educational initiatives, and grants to use when making improvements to your historic structure.
- **Preserve History:** The historical structures in Manitou Springs are one of the key economic drivers of for our city and contribute to Manitou Spring's unique charm.

Why It Matters

Historic preservation in Manitou Springs protects more than buildings—it preserves the city's identity, supports sustainable development, and enhances quality of life. Our historic fabric is a vital part of what makes Manitou Springs a beloved destination and a vibrant place to live.

Get Involved

We invite all to participate in preserving Manitou's legacy. Whether you're restoring a historic home or simply passionate about local history, your opinion matters.

- Attend a meeting or public hearing
- Apply to join the Historic Preservation Commission and help shape the future of preservation in Manitou Springs
 - *Current Vacancies: 1 Regular Member and 2 Alternate Members*
- Share your stories, photos, and knowledge of local history

📍 Learn more: <https://www.manitouspringsco.gov/211/ Historic-Preservation-Commission-HPC>

✉ Contact us: planningdept@manitouspringsco.gov

🕒 Meetings: 1st Wednesday of each month at 5:30 PM

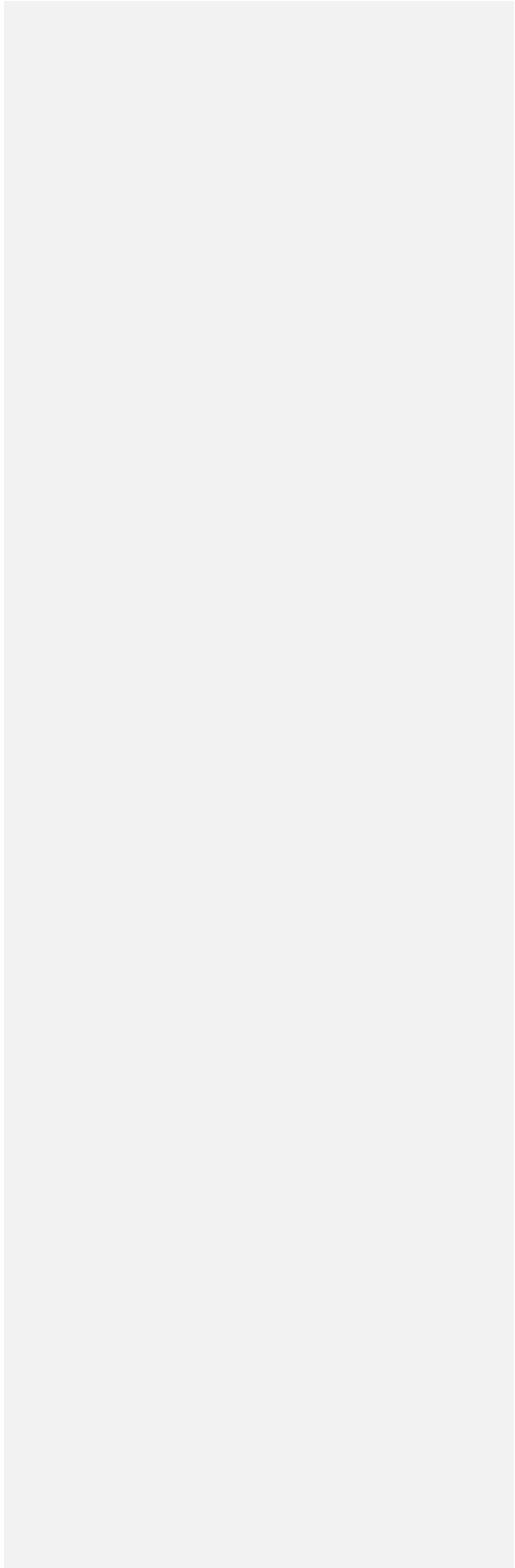
📍 In Person: Memorial Hall, City Hall | 🖥 Virtual: Zoom link available on city's HPC webpage

Active Members

👤 [Chair](#): Laura Kindseth

☐ Vice Chair: Matthew Rose

☐ Commissioners: Erin Handlin, Matthew Murphy, Ann Nichols, Joy Porter, Avery Tomsik





Title: Social Media Posts
From:
To: Historic Preservation Commission
Address of Proposal:
Applicant:

February 4, 2026

Proposal:

Zone District:

Historic Subdistrict:

Background and Existing Conditions:

Public Involvement:

Findings and Review Criteria:

Staff Recommendation:

Motion Language Options:



Title: Upcoming Events
From:
To: Historic Preservation Commission
Address of Proposal:
Applicant:

February 4, 2026

Proposal:

Zone District:

Historic Subdistrict:

Background and Existing Conditions:

Public Involvement:

Findings and Review Criteria:

Staff Recommendation:

Motion Language Options:



Title: Planning Director Updates
From:
To: Historic Preservation Commission
Address of Proposal:
Applicant:

February 4, 2026

Proposal:

Zone District:

Historic Subdistrict:

Background and Existing Conditions:

Public Involvement:

Findings and Review Criteria:

Staff Recommendation:

Motion Language Options: