



# 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>

May 6, 2026

5:30 PM

- A. CALL TO ORDER**
- B. APPROVAL OF MINUTES**
  - 1. HPC Minutes 04.01.26
- C. PUBLIC COMMENT ON NON-AGENDA ITEMS**
- D. NOTICE OF COUNCIL ACTION**
- E. UNFINISHED BUSINESS**
- F. NEW BUSINESS**
- G. OTHER BUSINESS**
  - 1. HPC Awards Discussion
- 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)  
Jehan-Ara Khan, Alternate Commissioner (03/31/2030)  
Tammila Wright, Alternate Commissioner (03/31/2028)

1 alternate position available

**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

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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](http://www.manitouspringsgov.com).



**CITY OF MANITOU SPRINGS  
HISTORIC PRESERVATION COMMISSION**  
Regular Meeting Minutes  
Hybrid Meeting via Zoom and at Memorial Hall  
April 1, 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 Avrie Tomsik  
Commissioner Matthew Murphy

**COMMISSIONERS ABSENT FOR ROLL CALL**

Commissioner Joy Porter  
Alternate Commissioner Tammila Wright  
Alternate Commissioner Jehan-Ara Khan

**STAFF PRESENT:**

Senior Planner Chelsea Royston  
Planner and Landscape Architect II Erin Ringsred

**GUESTS PRESENT:**

City Attorney Representative Katherine Vera

**B. APPROVAL OF MINUTES**

1. HPC Minutes March 4, 2026

Commissioner Handlin moved to approve the minutes as presented. Commissioner Nichols seconded the motion. The motion passed (6-0).

### **C. PUBLIC COMMENT ON NON-AGENDA ITEMS**

There was no public comment.

### **D. NOTICE OF COUNCIL ACTION**

There was no notice of Council Action.

### **E. UNFINISHED BUSINESS**

There was no Unfinished Business.

### **F. NEW BUSINESS**

#### **1. MCAC 2607 – 306 Canon Avenue (Exterior Alterations)**

Planner Ringsred gave a presentation regarding Material Change of Appearance Certification (MCAC) 2607. The request was for a replacement of the existing concrete driveway with a non-permeable paver system and to remove the existing fountain to replace it with a refurbished stagecoach. It was noted that the fountain was not original to the property.

Vice Chair Rose asked if the fountain could have existed in the historic photos at a smaller scale. Planner Ringsred explained that it would be visible in the photos if it had been present.

Applicant Mark Wyatt noted the current cracks in the driveway and proposed replacing it with a surface that's better for drainage, as well as a color that would be better for surroundings. He also confirmed that the footprint of the driveway would stay the same.

There was a brief discussion about a new stairway in the proposed plan. Applicant Wyatt explained that the rendering was incorrect, and the stairway is not part of the proposal.

Commissioner Handlin asked what the function of the stagecoach would be, as an art piece or something else. Applicant Wyatt noted the history of the stagecoach line and explained how the stagecoach would connect with the local history.

There was a brief discussion regarding the historical significance of the fountain. Planner Royston explained that it has gone through many iterations, and none have gained significance.

Vice Chair Rose motioned to approve MCAC 2607, with just driveway alterations and no staircase added. Commissioner Murphy seconded the motion. The motion passed unanimously (6-0).

## 2. MCAC 2608 – 9 Arcade (Exterior Alterations)

Planner Royston gave a presentation regarding MCAC 2608. The project proposed two options with different finishes to replace service windows, service countertops, awning restoration, a new sign, and removal of an exterior Automated Teller Machine (ATM). Staff recommended approval of exterior alterations including replacing service windows, countertops, and restoring awnings, with a condition requiring the creation of a planned sign program for the property.

Vice Chair Rose asked about where on site stainless steel counters are found, since they are a proposed material for the alterations. Planner Royston explained that metal is found in different locations around the site.

Applicant Electra Johnson, stated that the second option is preferred. She clarified that they would use aluminum for the counters and not stainless steel because of temperature concerns. She explained that the window grid configuration would be an aluminum or metal on the interior, for health code reasons, with wood muntin on the outside. The second option would also move the door to the interior of the building.

Vice Chair Rose noted that an exterior door would be important for fire code standards and that interior access is subject to building and fire code compliance. This was explained to be up to the Pikes Peak Regional Building Department (PPRBD), and he added that the Commission should consider whether they would approve an exterior door if required.

There was a discussion about the ATM removal. Applicant Johnson confirmed that a window would replace where the ATM is.

Commissioner Tomsik motioned to approve the second option provided with aluminum or granite countertops, an interior entrance to the snack bar, and windows with an aluminum interior. The motion was seconded by Commissioner Murphy. The motion passed unanimously (6-0).

## **G. OTHER BUSINESS**

### 1. Architectural Treasures Hunt

Vice Chair Rose requested feedback for the treasure hunt form he created. There was a discussion about replacing certain images because of difficulty. The contest was explained to be promoted on Instagram and in the City Newsletter. There was a discussion about multiple winners of the contest and how prizes would be distributed. A submission deadline of the May 6, 2026 meeting was set.

## 2. HPC Awards List and Ceremony Planning

Planner Ringsred provided a list of eligible properties for the HPC awards from 2023 to 2025. Awards recognize completed, and compliant preservation work. Planner Ringsred will send an updated list of potentially eligible properties, and commissioners will be assigned to review them.

### **H. ADJOURNMENT**

The meeting adjourned at 7:01 PM.

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**Title:** HPC Awards Discussion  
**From:**  
**To:** Historic Preservation Commission  
**Address of Proposal:**  
**Applicant:**

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May 6, 2026

**Proposal:**  
Discussion of HPC Awards and Event Coordination

**Zone District:**

**Historic Subdistrict:**

**Background and Existing Conditions:**

**Public Involvement:**

**Findings and Review Criteria:**

**Staff Recommendation:**

**Motion Language Options:**

2023					
Initial Assessment	Applicant	Address	MCAC #	Hearing Date	Type
Awarded in 2024	Duncan Cynthia L	128 PAWNEE AVE	MCAC 1902	1/2/2019	exterior alterations
Awarded in 2025	Claire Kalman	109 South Path	MCAC 2301	3/8/2023	exterior alterations
Expired	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
Awarded in 2025	Paul Figueroa	39 Burns	MCAC 2304	4/5/2023	exterior alterations
Awarded in 2025	City	701 Manitou	MCAC 2305		
Awarded in 2024	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)
Code Enforcement Case	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	
Awarded in 2025	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
Awarded in 2025	Sun Water Spa	514 El Paso Blvd	MCAC 2315	8/2/2023	Exterior Alterations
Approval Expired	Phil Labont & Jordan Sharpe	0 Chelton Rd	MCAC 2316	9/6/2023	New Construction
Awarded in 2025	City of Manitou Springs	606 Manitou Avenue	MCAC 2317		
Awarded in 2025	Doug Baker	3 Oklahoma Rd	MCAC 2318	10/4/2023	Exterior Alterations
Withdrawn	Linda J Radice, Trust	402 Winona Road	MCAC 2319	Withdrawn	
Awarded in 2025	Dominique Rivera	917 Midland	MCAC 2320	10/4/2023	Exterior Alteration
Approval Expired	Christy Riggs	117 Deer Path Ave	MCAC 2321	11/11/2023	Exterior Alteration
Denied	Laura Dye	40 Grand Ave	MCAC 2322		Denied
Expired	Nelson Ross Architects	128 Ruxton Ave	MCAC 2323	11/11/2023	Exterior Alteration
Withdrawn	NES	328 Manitou Avenue	MCAC 2324	Withdrawn	
Completed - Zoning Inspection not C	RMG	324 Spring Street	MCAC 2325	12/6/2023	Exterior Alteration
Awarded in 2024	Owners	325 Spring Street	MCAC 2326	12/6/2023	New Construction
Expired	Martha Peterson/Doug Hammond (	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 Erale-Palmer	719 Duclu Ave	2401	Withdrawn	
Awarded in 2025	City	606 Manitou Ave	2402	2/7/2024	Exterior Improvements
Awarded in 2025	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
Awarded in 2025	City	606 Manitou Ave	2406	3/19/2024	Interior Improvements
Awarded in 2025	City	701 Manitou Ave	2407	4/3/2024	
Awarded in 2025	City	932 Manitou Ave	2408	4/3/2024	
Awarded in 2025	City	701 Manitou Ave	2409	7/15/2024	
Work completed prior to Hearing	Jennifer Lindgren	109 Lovers Lane	2410	4/3/2024	Exterior Improvements
Awarded in 2025	Roger Treweeke	118 Manitou Terrace	2411	4/3/2024	Exterior Improvements
Awarded in 2025	Katie Pickard	701 Propsect Pl	2412	4/3/2024	Exterior Improvements
Awarded in 2025	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
Permit Closed	Anthony Lane	124 Fairview Ln	2416	7/15/2024	Exterior Improvements
Awarded in 2025	Mike Lopez	803 Shoshone	2417	7/15/2024	Exterior Improvements
Awarded in 2025	Doug Edmundson	2 Garnet Ave	2418	7/15/2024	Exterior Improvements
Awarded in 2025	City	701 Manitou Ave	2419		
Awarded in 2025	City of Colorado Springs	540 Ruxton Ave	2420	8/7/2024	Exterior Improvements
Withdrawn	Melanie Gilbert	129 Pawnee Ave	2421	Withdrawn	
Permit Still Open	Aaron Danielson	140 Ruxton	2422	11/6/2024	Exterior Improvements
Permit Still Open	Aaron Danielson	144 Ruxton	2423	11/6/2024	Exterior Improvements
Permit Closed	Hillary Mannion	305 Pine Ridge Avenue	2424	12/4/2024	Exterior Improvements
Permit Closed	The Homesmith (Edward Snow)	915/917 Osage Avenue	2425	12/4/2024	Exterior Improvements

2025					
Initial Assessment	Applicant	Address	MCAC #	Hearing Date	Type
Unknown - PIP pulled in 2025	Joshua Allen	308 Ruxton Ave	MCAC 2501	3/5/2025	Exterior Alterations (Windows)

Unknown - PIP pulled in 2025	Eli Morgan	56 Park Ave	MCAC 2502	45749	Retaining wall and Parking lot
Denied	Luke Townsend	528 Canon Ave	MCAC 2503	4/2/2025	Window replacement. Wood to composite
Improvements are not yet complete	Schneider Electric	606 Manitou Ave	MCAC 2504	5/7/2025	New HVAC for Memorial Hall
Improvements are not yet complete	Rolf Jacobson	High St.	MCAC 2505	45812	New Construction
Improvements are not yet complete	Beth Pastuer	2-4 Canon Ave	MCAC 2506	7/2/2025	Exterior Alterations (rear porch)
Improvements are not yet complete	Shemi Shlomo	720 Manitou Avenue	MCAC 2507	9/3/2025	exterior alterations (siding and stairs)
Unknown - PIP pulled in 2025	Hector Payan	310 Michigan Ave	MCAC 2508	45903	exterior alterations (deck rebuild)
Improvements are not yet complete	Schneider Electric	606 Manitou Ave	MCAC 2509	9/3/2025	Memorial Hall Window Replacement
Unknown - PIP pulled in 2025	Susan Bruner	106 Deer Path	MCAC 2510	9/3/2025	Windows replacement, Non-contributing
Unknown	Nancy Briley	190 Chelton Road	MCAC 2511	45903	Window replacement, foundation refacing
Improvements are not yet complete	Schneider Electric	606 Manitou Ave	MCAC 2512	10/1/2025	City Hall Window Replacement
Improvements are not yet complete	CoMS	10 Old Mans Trail	MCAC 2513	10/1/2025	Haiwatha Exterior and Interior
Unknown	Steve Bourgeois	106 Canon Avenue	MCAC 2514	45966	Bridge, windows, doorway
Unknown - PIP pulled in 2025	Scott Doughman	50 Grand Avenue	MCAC 2515	11/5/2025	Windows replacement, rear elevation, Contributing structure
Permit Issued April 2026	Carl Crumpler	915 Midland Avenue	MCAC 2516	11/5/2025	Door and Windows replacement
Improvements are not yet complete	Elizabeth Schnepf/ Lindsey Tsyland	141 Capitol Hill	MCAC 2517	45664	overhaul