



AGENDA
Historic Preservation Commission Meeting
Tuesday, May 20, 2025
Town Hall / Council Chambers - 302 Pine St Minturn, CO

The agenda is subject to change, including the addition of items 24 hours in advance or the deletion of items at any time. The order of agenda items listed are approximate.
This agenda and meetings can be viewed at www.minturn.org.

MEETING ACCESS INFORMATION AND PUBLIC PARTICIPATION:

This will be an in-person meeting with access for the public to attend in person or via the Zoom link included. Zoom Link: <https://us02web.zoom.us/j/86394691564>

Zoom Call-In Information: 1 651 372 8299 or 1 301 715 8592 **Webinar ID:** 863 9469 1564

Please note: All virtual participants are muted. In order to be called upon an unmuted, you will need to use the “raise hand” feature in the Zoom platform. When it’s your turn to speak, the moderator will unmute your line and you will have five (5) minutes for public comment.

Public Comments: If you are unable to attend, public comments regarding any items on the agenda can be submitted to Madison Harris, Planner 1, prior to the meeting and will be included as part of the record.

1. **CALL TO ORDER - 5:30 PM**
2. **ROLL CALL AND PLEDGE OF ALLEGIANCE**
3. **APPROVAL OF REGULAR AGENDA**
Opportunity for amendment or deletions to the agenda.
4. **APPROVAL OF MINUTES**
[A.](#) April 15, 2025
5. **DECLARATION OF CONFLICTS OF INTEREST**
6. **PUBLIC COMMENTS**

Citizens are invited to comment on any item not on the regular Agenda subject to a public hearing. Please limit your comments to five (5) minutes per person unless arrangements have been made

for a presentation with the HPC Secretary. Those who are speaking are requested to state their name and address for the record.

7. SPECIAL PRESENTATIONS

Presentations are limited to 5 minutes. Invited presentations are limited to 10 minutes if prior arrangements are made with the HPC Secretary.

8. BUSINESS ITEMS

Items and/or Public Hearings are listed under Business may be old or new and may require review or action by the HPC.

9. DISCUSSION / DIRECTION ITEMS

A. Historical Resource Survey - Update from Ron Sladek

B. Events to Promote Historically Designated Sites

10. STAFF REPORTS

11. HISTORIC PRESERVATION COMMISSION COMMENTS

12. FUTURE AGENDA ITEMS

13. ADJOURN



OFFICIAL MINUTES
Historic Preservation Commission Meeting
Tuesday, April 15, 2025
Town Hall / Council Chambers - 302 Pine St Minturn, CO

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Zoom Call-In Information: 1 651 372 8299 or 1 301 715 8592 **Webinar ID:** 871 8637 0363

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Public Comments: If you are unable to attend, public comments regarding any items on the agenda can be submitted to Madison Harris, Planner 1, prior to the meeting and will be included as part of the record.

- 1. CALL TO ORDER - 5:30 PM**
HPC Vice Chair Robert Creasy called the meeting to order at 5:30 p.m.
- 2. ROLL CALL AND PLEDGE OF ALLEGIANCE**
Members present: HPC Chair Ken Halliday, HPC Vice Chair Robert Creasy, and HPC Members Tracy Andersen, Kelly Toon, and Lynn Teach.
Staff Member Present: Planner II Madison Harris.
- 3. APPROVAL OF REGULAR AGENDA**
Opportunity for amendment or deletions to the agenda.
Motion by Lynn T., second by Kelly T., to approve the agenda as presented. Motion passed 5-0.
- 4. APPROVAL OF MINUTES**
 - A. March 17, 2025**
Motion by Lynn T., second by Ken H., to approve the minutes of March 17, 2025 as presented. Motion passed 5-0.

5. DECLARATION OF CONFLICTS OF INTEREST

No conflicts of interest.

6. PUBLIC COMMENTS

Citizens are invited to comment on any item not on the regular Agenda subject to a public hearing. Please limit your comments to five (5) minutes per person unless arrangements have been made for a presentation with the HPC Secretary. Those who are speaking are requested to state their name and address for the record.

No public comments.

7. SPECIAL PRESENTATIONS

Presentations are limited to 5 minutes. Invited presentations are limited to 10 minutes if prior arrangements are made with the HPC Secretary.

8. BUSINESS ITEMS

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9. DISCUSSION / DIRECTION ITEMS

A. Frequently Asked Questions Fact Sheet

Direction was given to:

Update this question and answer “If a properly noticed/posted house is not nominated for HP, how long does that “non-nomination” continue with the property?”

Update “The Historic Preservation Commission reviews for the Certificate of Appropriateness in regards to the primary facade or architectural details that HPC and Council prioritize during the designation hearings and the Planning Commission reviews the Design Review Board application.”

Update “During the public hearing process, the public and the property owner should give their opinions to the HPC and the Town Council.”

Condense answer to “Who is allowed to nominate my house for Historical Designation?”

Specifically reference fees in “Does being a Historical home cost me any financial responsibility to the Town?”

B. Incentives

Lynn T. does not have any recommendations. Thinks being historical explains itself and we should keep it that. Would like to finish the grant before we do anything else.

Kelly T. would like to propose an exception to the non-conformities section in regards to having to bring the property up to code when over 50% valuation.

There was no direction given.

C. Events to Promote Historically Designated Sites

Ken H. gave an update on the relocation of the Meyer’s Barn. Would like to have an event for the completion of Phase I.

- Lynn T. suggested the Eagle County Historical Society to have a ribbon cutting for this.

Lynn T. gave an update on the pop-ups that Eagle County Historical Society are doing this year.

Tracy A. suggested a short but compelling presentation at an intermission of the Mintum Concerts.

Direction given was to continue this discussion.

- D. Historic Resource Survey
Decision was to not discuss this until Mr. Sladek provides his recommendations.

10. STAFF REPORTS

11. HISTORIC PRESERVATION COMMISSION COMMENTS

Ken H. would like to sit down with Earle to provide a connection between HPC and Council.

12. FUTURE AGENDA ITEMS

- a. Historical Resource Survey
- b. Events to Promote Historically Designated Sites

13. ADJOURN

Motion by Lynn T., second by Ken H., to adjourn the regular meeting of April 15, 2025 at 6:39 p.m. Motion passed 5-0.

Ken Halliday, Commission Chair

ATTEST:

Jay Brunvand, Town Clerk

Tatanka Historical Associates, Inc.



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16 May 2025

Madison Harris
Planner
Town of Minturn

Subject: Historic Resources Survey

PROJECT UPDATE

Dear Madison,

I am writing to provide the Historic Preservation Commission with an update on my progress with the historic resources survey.

Between January and March, I spent a number of days in Minturn recording many of its historic buildings. A total of 96 properties have been reviewed and photographed so far. I am now working with the county assessor's records to confirm which of those historic properties are over 75 years old and which are between 50 and 75 years. This will pare the number down to just those that are regulated by the Town of Minturn and fall within the purview of the HPC. I also ordered and received a file search from History Colorado.

Despite this effort, the fieldwork is not complete. This is because I found that the amount of snow on the ground was impeding my ability to get some of the work done. It was specifically a problem toward the south end of town and along the narrower streets and alleys. I decided to take a break in April-May to wait for the remaining snow to be gone. Now I am getting ready to finish this first phase of the fieldwork -- I plan to be back in Minturn to get that done in the coming weeks, and it should require just two days. Once that's done, I'll launch into writing the reconnaissance report, which I'll present to the HPC around two months from now.

Tatanka Historical Associates Inc.

Ron D. Sladek
President



To: Historic Preservation Commission (“HPC”)
From: Madison Harris
Date: May 16, 2025
RE: Events to Promote Historically Designated Sites

INTRODUCTION:

At the March 17, 2025 meeting, HPC members requested that the topic of events to promote historically designated sites be added to the agenda to discuss. At the April 15, 2025 meeting HPC members decided to continue the discussion to the next meeting.

ANALYSIS:

Staff encourages the members of the HPC to brainstorm ideas to discuss and vet events to promote historically designated sites at the May 20, 2025 HPC meeting.

STRATEGIC PLAN ALIGNMENT:

The comprehensive review of the Town’s Historic Preservation processes aligns with the following key values:

- Transparency
- Collaboration
- Resourcefulness