

MINUTES
CARBONDALE HISTORIC PRESERVATION COMMISSION
October 6, 2022

CALL TO ORDER

Nick Miscione called the in-person/virtual October 6, 2022, meeting to order at 6:31 p.m.

ROLL CALL

The following members were present for roll call:

Members:	Nick Miscione, Chair John Williams, Member Eric Doud, Member Jess Pedersen, Member Kim Magee, Member Melissa Jones, Member Eric Sechrist, Member Heather MacDonald, Alternate
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Town Staff Present:	Jared Barnes, Town of Carbondale Planning Director Kae McDonald, Boards & Commissions Clerk
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CONSENT AGENDA

Motion Passed: John Williams ***moved*** to approve the Carbondale Historic Preservation Commission (CPHC) meeting minutes from September 1, 2022 with a correction on page 4 to read “wood with metal cladding.” Melissa Jones ***seconded*** the motion, and it was ***unanimously approved***.

PERSONS PRESENT NOT ON THE AGENDA

There was no one present, not on the agenda, to address the commission.

CERTIFIED LOCAL GOVERNMENT GRANT

Jared summarized key information regarding the 2022 Certified Local Government grant:

- Key dates of note include Draft Grant Application Deadline (12/9/2022), Application Deadline (1/17/2023), Award notification (3/1/2023), and Project Completion (12/31/2024)
- Maximum \$25,000.00 grant award with no required local match
- Eligible projects could include the Creation of a Historic Downtown Area (HDA) consisting of the HCC and OTR zone districts, revise the design guidelines to include the OTR zone district, or revising the Unified Development Code.

Jared asked the commission members to consider what might be the highest need and noted that based on his conversations with Dr. Lindsey Flewelling, the Certified Local Grant Coordinator for Historic Colorado, Carbondale stands a good chance at an award because of the length of time since the last grant was awarded. He also asked commission members to take a more active role in the grant preparation given current staffing limitations.

Melissa asked if anyone had grant writing experience and noted her interest in helping.

Eric Doud commented that he was supportive of folding the Old Town Residential into the Historic Commercial Core and was willing to put time into helping staff develop the initial submission. He noted that a budget request was prepared and approved by the Commission, and it would help the grant request if the Board of Trustees approved the budget request. He added that he also supported the revision of Chapter 16 in the Municipal Code and intermeshing those directives in the Unified Development Code.

Nick asked what the status of the budget request was.

Jared explained that with staff turnover, the request did not make it into the draft budget for 2023 but thought there could be an opportunity to request a supplemental or matching fund request from the Board of Trustees if the CLG grant was awarded.

Nick replied that the omission was unfortunate because in his estimate there is an approximately six-month window to get zone text amendments approved in tandem with any other amendments that might be triggered after the Comprehensive Plan Update is approved.

Eric Doud suggested creating a paper trail to document the point of time at which the request got lost.

Nick pointed out that based on the Comprehensive Plan Update survey sponsored by Cushing Terrell, the community supports historic preservation and lamented the fact that their budget request was not submitted in a timely manner.

Jared indicated his willingness to look for a paper trail and raise the issue with the Town Manager and the Finance Director. He noted that the budget is still in draft form and there is still opportunity to make their case with the Board of Trustees.

Nick reminded the commission members that the budget request was for \$1,500.00 to continue the plaque program in 2023 and \$7,500.00 for a consultant to help prepare the design guidelines and verbiage for the UDC updates. He conceded that they could seek the grant money for that but pointed out that they would rather do something else with that funding.

Jared asked for confirmation that it was the Commission's desire to pursue the budget request for a consultant to work on folding the OTR into the HCC and pursue grant funding for OTR design guidelines, updating Chapter 16 and folding those into the UDC.

Eric Doud acknowledged that they still need to gauge the community's will for a more robust review process and suggested that the Commission needs to agree on a strategy before they engage with the community.

Nick thought it might be worth inviting outside professionals to guide the Commission in not only creating the necessary language but advising them on the best path forward.

Jess wondered if the Commission shouldn't query Structure of Merit property owners on their perspective of this topic.

Eric Doud thought it might be best for the Commission to decide on their strategy first.

Nick added that the intent is not to falsify Carbondale's humble history, but to celebrate it and convince the community that it is worth saving.

Eric Sechrist agreed that there was a lot to discuss and that there is a range of options that could be put into place. He pointed out that if the community decides that Carbondale's history isn't worth saving, the Commission then can document that desire.

Jared summarized the next steps:

- Re-forward the July funding request to the Town Manager and Finance Director
- Reach out to History Colorado/Certified Local Government program contacts to investigate whether there is a willingness to provide guidance
- Review code language from surrounding communities

HISTORIC PRESERVATION COMMISSION PLAQUE PROGRAM UPDATE

John Williams reported that the medallion plaque had been installed at 251 Euclid.

Kim related that there have been several hurdles to overcome in getting the historic informational signs printed and installed. She asked the commission members to decide which layout – the format used in signs already posted or the layout proposed by the design professionals -- and font they preferred. She noted that Heather has figured out how to turn the various images being used into line drawings.

Heather also suggested branding “Historic Carbondale” and using it in all media moving forward.

Jess asked commission members to consider what they liked and don’t like about the signs already posted and whether they want the HPC-sponsored signs to compete with them. He noted that the signs already posted are legible, but he didn’t like the “pasted on” look of the graphic.

John likes the format of the signs already posted because they fit the motif of historic signage. He didn’t think the new signs should deviate too far from those already posted.

Jess suggested matching the size of the font on the current signs and adjust the media to fit the area left over.

Kim asked if the commission members were receptive to a color change of the signage from the existing bronze to platinum to match the color scheme of the smaller medallions. She asked if there was a preference for the verbiage to be at the top of bottom of the layout.

Heather asked if “Historic Carbondale” should be inscribed at the bottom.

Eric Doud preferred the bronze if the image is etched.

STAFF REPORT

Jared noted that the building permits have both been pulled for 303 and 417 Main Street. He also noted that the Board of Trustees has requested an annual check-in with possible dates being the October 18th or November 15th Work Session; a majority of interested commission members can attend the November 15th meeting. Jared suggested that commission members consider goals and agenda items for 2023. He committed to reviewing the past year’s packets to develop a brief update.

ADJOURNMENT

The October 6, 2022, regular meeting adjourned at 7:43 p.m. The next regular meeting is scheduled for November 3, 2022, at 6:30 pm.