

MINUTES
CARBONDALE HISTORIC PRESERVATION COMMISSION
June 2, 2022

CALL TO ORDER

Nick Miscione called the in-person/virtual June 2, 2022, meeting to order at 6:30 p.m.

ROLL CALL

The following members were present for roll call:

Members:	Nick Miscione, Chair John Williams, Member Eric Sechrist, Member Eric Doud, Member Jess Pederson, Member Heather MacDonald, Alternate
Town Staff Present:	John Leybourne, Town of Carbondale Staff Liaison Kae McDonald, Boards & Commissions Clerk

CONSENT AGENDA

Motion Passed: Jess Pederson ***moved*** to approve the Carbondale Historic Preservation Commission (CPHC) meeting minutes from May 5, 2022. John Williams ***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.

TASK FORCE MEMO: CONSIDERATION OF FUNDING OPPORTUNITIES

Nick opened the discussion regarding funding opportunities for the Task Force memo presented at the May meeting.

John Williams noted that plaque program (Task #1) has had good response from the community and all the funds appropriated in the 2022 budget for this project will be spent.

Nick asked if the commission members thought funding was needed for Task #2 (landmarking local buildings).

Eric Doud asked what the timeline for budget appropriations was.

John Leybourne replied that budget discussions begin in July and pointed out that this was an opportunity to ask for additional funding. He cautioned that they needed to come up with firm numbers for each line item requested.

Eric Sechrist commented that estimating what a consultant might cost is key and asked if a consultant would be needed for Task #3.

John Leybourne explained that the original Design Standards cost \$30,000.00 but didn't think the proposed update would cost that much. He added that part of the Comprehensive Plan update would include strategies to implement a higher-level review in Old Town Residential so that cost would be eliminated from the Historic Preservation Commission's purview.

Nick agreed that hiring a consultant was a good idea and concurred that the cost would be significantly less than \$30,000.00.

Heather suggested budgeting between \$2,500.00 and \$5,000.00 to write an additional chapter into the guidelines. She also suggested submitting a History Colorado grant application for another survey.

Eric Doud asked if matching funds were required for the previously awarded History Colorado grants.

John Leybourne answered in the affirmative that matching funds were required. He suggested not pursuing a survey for this year because of the number of action items already listed as well as the need for matching funds.

Nick agreed and asked if proposed language for the Code text amendment would be included.

Eric Doud replied that they are looking specifically at Chapter 16 and would like the guidelines to include visuals to illustrate intent.

John Leybourne reminded the commission members that design guidelines are separate from Chapter 16.

Eric Doud thought the commission members could address Chapter 16 and the consultant should revise Task #4. He suggested requesting \$5,000.00 for Task #4 and continue funding for Task #1.

Nick asked what a sustainable cost for the plaque program might be.

John Williams thought \$1,500.00 to \$2,000.00 would cover the cost of 12 to 15 plaques per year.

Eric Doud pointed out that most of the respondents preferred the informational signs over the medallion.

Eric Sechrist noted that they had received negative feedback about the QR code, which has now been eliminated, so there might be additional interest.

John Williams noted that they are closing requests for this year and any new requests will be added to the list for 2023.

Eric Doud commented that they will have the owners approve the draft before it is sent to the printers.

Nick confirmed that \$1,500.00 would be earmarked for Task #1. He asked if there was a need for funding Task #2.

Jess noted that the Thompson House is on the National Register of Historic Places so there isn't anything else to be done.

John Leybourne commented that the Board of Trustees chose the National Register of Historic Places over local landmarking because of funding. He added that he will have to review the agreement to see if there were other reasons.

Eric Doud replied that he would like to explore whether a National Register of Historic Places designation precludes local landmarking.

Jess suggested approaching the owners of the Dinkel Building about landmarking when they are on the agenda for the courtesy review.

John Leybourne noted that that courtesy review would take place sometime soon. He added that a selling point might be tax credits if the building is landmarked.

John Williams wondered if it was preferable to approach the owners about historic preservation before or after the courtesy review.

Nick asked if Task #3 needed funding.

Eric Doud replied that he was willing to continue devoting time to the task. He noted that the section describing desired actions for non-landmarked buildings in the Historic Commercial Core was difficult to read and understand and needed clarification. He thought that draft language could be developed internally. He thought the process would be timelier if they did it themselves.

Nick commented that the language that has been reviewed to date might just need some editing. He explained that the Comprehensive Plan changes drive policy changes, so the Unified Development Code is the priority. He wondered if it might make sense to set aside Chapter 16 updates or add to Task #3 code text language.

Eric Doud responded that he would be happy to continue to work on the Chapter 16 language if the consultant doesn't get funded, but he is also okay with allowing the consultant to take this task on if the request is funded. He suggested raising the requested amount to \$7,500.00 to ensure there are sufficient funds to complete both Tasks #3 and #4.

Nick was hesitant to increase the amount because they might be asking for too much money and get turned down.

John Leybourne agreed that the commission members could take on the Chapter 16 updates because the changes are minimal, and Eric Doud has already produced a lot of the proposed changes. He thought the only additions would be Article IV and combining the Old Town Residential with the Historic Commercial Core, so it would be a few words in a redlined document that can be codified. He noted that the key point to that is the code text amendments would run a parallel path – if the code text amendments could include the HCC and OTR Design Standards as has been proposed, Clarion could edit that document for approval by the Historic Preservation Commission and the Planning and Zoning Commission and that could tie into the code text amendments. He added that while Chapter 16 is the enabling code, they also need that section in the UDC for the Design Standards. He noted that the question might be whether there should be Design Standards or Design Guidelines and have the standards within the UDC or reference back to the guidelines.

Eric Doud responded that the Design Guidelines is a standalone document that is more comprehensive than the UDC. He noted they should complement each other and thought it would be a bit much to abandon the guidelines in favor of the only having information in the UDC.

Eric Sechrist wondered if it was a problem to ask for \$10,000.00 even if they get turned down.

Nick countered that if they ask for too much, they might not get anything.

Jess pointed out that there was a lot of interest in Historic Preservation in the Comprehensive Plan update survey.

Eric Sechrist responded that if they present a bulleted action plan, there would be room for negotiation.

Nick wondered if grant writing would be part of the requirements for staff that might be hired.

John Leybourne didn't think it was likely that one person would be hired solely for grants. He pointed out that the Planning Director had a grant writer requirement written into it.

Nick wondered if a grant writer might be hired through the RFQ process. He noted that there are other municipalities – albeit somewhat larger – that have a grant writer on staff, and they are doing phenomenal work.

John Williams asked if a grant writer could be hired on commission.

John Leybourne replied that paying a grant writer through a commission from the grant wasn't legal.

Nick asked if there were any other items that might need funding such as educational opportunities.

John Leybourne pointed out that Carbondale was going to host the 2020 regional Certified Local Government meeting and commission members would have gotten free education, but the pandemic disrupted those plans.

Eric Doud suggested contacting History Colorado about hosting an upcoming event.

Nick summarized that the current budget request included:

- \$1,500.00 to continue Task #1
- \$8,500.00 to hire a consultant for Task #3

John Leybourne pointed out that this information would be included in the budget along with a memo describing the requested amounts. He noted that the document could also be included in the upcoming check-in with the Board of Trustees.

Nick agreed to compile a bulleted action plan to include for approval on the July meeting agenda.

OTHER ANNOUNCEMENTS

Heather announced that Kim applied on behalf of the Historic Preservation Commission to work in the Mountain Fair cantina. She noted that they need either 12 volunteers willing to work six hours each or 24 volunteers willing to work three hours each. She added that she currently has four volunteers interested in working and encouraged the commission members to network for the additional manpower with a final count needed by next month's meeting.

John Williams commented that the money would supplement the current budget allotment for this year.

Jess suggested contacting past members of the Historic Preservation Commission to see if they would be interested in volunteering.

ADJOURNMENT

The June 2, 2022, regular meeting adjourned at 7:33 p.m. The next regular meeting is scheduled for July 7, 2022, at 6:30 pm.