



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

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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](http://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/87186370363>

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

**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**

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**

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. 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 Minturn 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**

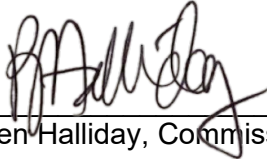
Ken H. would like to sit down with Earle to provide a connection between HPC and Council.

**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.



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Ken Halliday, Commission Chair

ATTEST:



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Jay Brunvand, Town Clerk

