



Agenda

Historic Preservation Commission Regular Meeting | 5:30 PM

Tuesday, November 18, 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/83372435621>

Zoom Call-In Information: 1 651 372 8299 or 1 301 715 8592 **Webinar ID:** 833 7243 5621

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 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**
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. September 9, 2025
5. **Declaration of Conflicts of Interest**
6. **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 Town Clerk.
8. **Business Items**
Items and/or Public Hearings listed under Business Items may be old or new and may require review or action by the Council.

9. Discussion / Direction Items

- A. Historic Resource Survey Addresses for Intensive Level Survey
- B. Ideas to Encourage Historic Preservation in Minturn
- C. Landmark Discussion about Non-Building Designations
- D. Professional Display about the Town's Inventory

10. Staff Reports

11. Historic Preservation Commission Comments

12. Future Agenda Items

13. Adjourn



Official Minutes
Historic Preservation Commission Regular Meeting | 5:30 PM
Tuesday, September 9, 2025
Town Hall / Council Chambers - 302 Pine St Minturn, CO

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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/81589991808>

Zoom Call-In Information: 1 651 372 8299 or 1 301 715 8592 **Webinar ID:** 851 8999 1808

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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

Ken Halliday 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, Dan Brown, Tammy Ramsey, Lynn Teach, and Kelly Toon.
Staff Member Present: Planner II Madison Harris

3. Approval of Minutes

A. August 19, 2025

Lynn T. had a correction “mining” to “historic”

Motion by Dan B., second by Lynn T., to approve the minutes of August 19, 2025 as presented. Motion passed 5-0.

Note: Dan B. and Tammy R. are non-voting advisory members.

4. 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.

Note: Dan B. and Tammy R. are non-voting advisory members.

5. Declaration of Conflicts of Interest

No conflicts of interest.

6. Public Comments

No public comment.

7. Special Presentations

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

A. Commissioner Training

Sam Light with CIRSA conducted Commissioner Training going over topics such as the role of public officials, quasi-judicial vs. legislative, ex parte contact, and ethics.

Discussion ensued.

B. Historic Resource Survey Update - Ron Sladek

Ken H. suggested a gathering of "old-timers" with a professional facilitator and tape recording.

Robert C. posed a question to the HPC about whether they will prioritize the few unaltered buildings or some buildings that are historic but have been visibly altered.

Ron Sladek, Tatanka Historical recommended that five of the ten slots be taken by the already landmarked properties to beef up the information on that. Asked the HPC to get comments to staff about any errors flagged.

Direction for the HPC was to weigh in how many of the already landmarked properties should have deep dives done, plus the top ten properties that they would like to have deep dives, plus the next top ten that they would like to address in the future.

8. Business Items

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

9. Discussion / Direction Items

10. Staff Reports

11. Historic Preservation Commission Comments

Lynn T. stated that she has someone lined up to have the historical merch to sell over the winter to donate to the historical fund.

Tracy A. congratulated Lynn T. on being in the volunteer spotlight in the newsletter.

12. Future Agenda Items

A. Ideas to Encourage Historic Preservation in Minturn

B. Landmark Discussion about Non-Building Designations

C. Professional Display about the Town's Inventory

13. Adjourn

Motion by Robert C., second by Dan B., to adjourn the regular meeting of September 9, 2025 at 8:58 p.m. Motion passed 5-0.

Note: Dan B. and Tammy R. are non-voting advisory members.

Ken Halliday, Commission Chair

ATTEST:

Jay Brunvand, Town Clerk



To: Historic Preservation Commission (“HPC”)
From: Madison Harris, Planner II
Date: November 14, 2025
RE: Historic Resource Survey Addresses for Intensive Level Survey

INTRODUCTION:

At the last HPC meeting, each member was tasked with submitting their top 10 properties (including the already designated properties) with which to do the Intensive Level Surveys within the survey area, and then also their next top 10 for future surveys throughout Town.

ANALYSIS:

The HPC’s submission came out with a very clear top 6 (listed below), however the next four slots there was less of a consensus on. As such, staff gave the Town’s consultant Ron Sladek the top 6 for him to go ahead and start researching, but needed further discussion and direction on which properties the last four slots should go to.

Top 6 Properties:

1. 171 Main
2. 151 Main
3. 155 Main
4. 152 Main
5. 146 N Main
6. 458 Main

The total list of addresses and tallies is attached to this memo.

STRATEGIC PLAN ALIGNMENT:

The review of the Historic Preservation Resource Survey process and progress aligns with the following key values:

- Transparency
- Collaboration
- Resourcefulness

Address	Votes	Notes	Next 10 Addresses	Votes
171 Main	7	Grammies Attic/Mattress Store	245 Main	4
151 Main	6	Already Designated (Nelson House)	456 Main	4
155 Main	6	Already Designated (Nelson House)	1031 Main	4
152 Main	6	Helen's House	262 Main	3
146 N Main	5	Already Designated (Saloon)	272 Main	3
458 Main	5	Old Catholic Chapel	395 Pine	3
122 Main	4	Gambles/1904	301 Main	2
191 Main	4	Holy Toledo	303 Main	2
382 Main	4	Residence	Railroad Relics	2
101 Main	3	Williams Café & Bar/Magustos	Trestle @ Bolts	2
102 Main	3	Willams Motel/Alpine Kind		
106 Main	3	Fly Fishing Shop	106 Main	1
145 N Main	3	Eagle River Inn	Someone voted for	
Meyers Barn	2	Already Designated (Meyer's Barn)	this one in the next	
50 Toledo	2		round	
192 Main	2	Bellm House		
245 Main	2			
262 Main	2			
272 Main	2	Old Hospital		
442 Main	2			
484 Eagle River	2			
Water Tank	1	Already Designated (Water Tank)		
103 Williams	1			
132 Main	1			
142 Main	1			
165 Railroad	1			
141 Main	1			
232 Main	1			
265 Pine	1			
292 Main	1			
315 Pin	1			
441 Main	1			
478 Main	1			



To: Historic Preservation Commission (“HPC”)
From: Madison Harris, Planner II
Date: November 14, 2025
RE: Ideas to Encourage Historic Preservation in Minturn

INTRODUCTION:

At one of the last HPC meetings, the topic of ways to encourage historic preservation in Minturn was added to Future Agenda Items. Staff requests the HPC discuss the agenda item to brainstorm for what to do in 2026.

STRATEGIC PLAN ALIGNMENT:

The review of the Historic Preservation process aligns with the following key values:

- Transparency
- Collaboration
- Resourcefulness



To: Historic Preservation Commission (“HPC”)
From: Madison Harris, Planner II
Date: November 14, 2025
RE: Landmark Discussion about Non-Building Designations

INTRODUCTION:

At one of the last HPC meetings, the topic of designating non-building landmarks was added to Future Agenda Items. Staff requests the HPC discuss the agenda item to potentially put together a list to start researching and set up for nominations.

STRATEGIC PLAN ALIGNMENT:

The review of the Historic Preservation process aligns with the following key values:

- Transparency
- Collaboration
- Resourcefulness



To: Historic Preservation Commission (“HPC”)
From: Madison Harris, Planner II
Date: November 14, 2025
RE: Professional Display about the Town’s Inventory

INTRODUCTION:

At one of the last HPC meetings, the topic of professionally displaying the Town’s inventory was added to Future Agenda Items. Staff requests the HPC discuss the agenda item to potentially put together direction for 2026.

STRATEGIC PLAN ALIGNMENT:

The review of the Historic Preservation process aligns with the following key values:

- Transparency
- Collaboration
- Resourcefulness