



# City of Colorado Springs

To Join By Phone  
Call: 720-617-3426  
Conf ID: 692 776 493#

## Meeting Minutes - Draft Historic Preservation Board

---

Monday, July 11, 2022

4:30 PM

City Administration Building  
30 S Nevada Avenue, Suite 102

---

### 1. Call to Order and Roll Call

**Present:** 6 - Board member Lobello, Chair Lowenberg, Board member Hines, Board member Musick, Vice Chair Wardwell and Alternate Baumgartner

**Absent:** 1 - Board member Boyd

**Excused:** 2 - Board member Smith and Alternate Gullickson

### 2.A. Approval of the Minutes

**2.A.A. [HPB 22-481](#)** Minutes for the April 4, 2022 Historic Preservation Board Meeting

**Attachments:** [HPB\\_Minutes\\_04.04.22\\_draft](#)

**Motion by Board member Lobello, seconded by Board member Musick, to approve the minutes for the April 4, 2022 Historic Preservation Board Meeting. The motion passed by a vote of 5:0:2**

**Aye:** 5 - Board member Lobello, Chair Lowenberg, Board member Hines, Board member Musick and Vice Chair Wardwell

**Absent:** 1 - Board member Boyd

**2.A.B. [HPB 22-482](#)** Minutes for the June 6, 2022 Historic Preservation Board Meeting

**Attachments:** [HPB\\_Minutes\\_06.06.22](#)

**Motion by Board member Lobello, seconded by Board member Musick, to approve the minutes for the June 6, 2022 Historic Preservation Board Meeting. The motion passed by a vote of 5:0:2**

**Aye:** 5 - Board member Lobello, Chair Lowenberg, Board member Hines, Board member Musick and Vice Chair Wardwell

### 2.B. Ethics Training/Elections

**2.B.A. [HPB 22-477](#)** Annual Ethics Training for the Historic Preservation Board

Presenter:

Lisa O'Boyle, Senior Attorney, City of Colorado Springs

**Attachments:** [HPB Ethics Training Slides](#)

[CODE OF ETHICS coloradospringsco-co-1](#)

**Ethics Training:** Lisa O'Boyle, Attorney for the City of Colorado Springs Planning Department.

- Ethics training required annually for elected officials, city staff.

## **2.B.B. [HPB 22-480](#) Elections of the Chair and Vice Chair**

Presenter:

William Gray, Senior Planner

Vice-Chair Musick nominated Chair Lowenberg to remain Chair.

**Motion by Board member Musick, seconded by Board member Hines, to appointment Christine Lowenberg as Chair of the Historic Preservation Board. The motion passed by a vote of 5:0:2:0**

**Aye:** 5 - Board member Lobello, Chair Lowenberg, Board member Hines, Board member Musick and Vice Chair Wardwell

Vice-Chair Musick nominated Boardmember Wardwell to be Vice-Chair.

**Motion by Board member Hines, seconded by Chair Lowenberg, to appointment Meredith Wardwell as Vice Chair of the Historic Preservation Board. The motion passed by a vote of 5:0:2:0**

**Aye:** 5 - Board member Lobello, Chair Lowenberg, Board member Hines, Board member Musick and Vice Chair Wardwell

## **3.A. Communications**

William Gray, Senior Planner, Planning & Community Development

## **3.B. Citizen Discussion**

Citizen comment is limited to three (3) minutes per person and should not address any of the items on today's agenda.

## **4. CONSENT CALENDAR**

These items will be acted upon as a whole, unless a specific item is called for discussion by a Commissioner/Board Member or a citizen wishing to address the Commission or Board. (Any items called up for separate consideration shall be acted upon following the Consent Vote.)

- 4.A. [HPB RA 22-00397](#)** A Report of Acceptability for a new detached garage ADU located at 1320 North Nevada Avenue.

(Quasi-Judicial)

Presenter:

William Gray, Senior Planner, Planning & Community Development Department

**Attachments:** [Staff Report 1320NNevadaDetachedGarageADU](#)

[Project Statement](#)

[Development Plan](#)

[Material Colors](#)

[7.5.1605.C](#)

[ONE HP Overlay Zone Design Standards](#)

This Planning Case was approved on the Consent Calendar.

## Approval of the Consent Agenda

Motion by Board member Musick, seconded by Board member Lobello, that all matters on the Consent Calendar be passed, adopted, and approved by unanimous consent of the members present. The motion passed by a vote of 5:0:2:0

**Aye:** 5 - Board member Lobello, Chair Lowenberg, Board member Hines, Board member Musick and Vice Chair Wardwell

## **5. ITEMS CALLED OFF CONSENT**

- 4.B. [HPB RA 22-00399](#) A Report of Acceptability for a new covered deck on the rear elevation of the existing single-family dwelling located at 1428 Wood Avenue.

(Quasi-Judicial)

Presenter:

William Gray, Senior Planner, Planning & Community Development Department

**Attachments:** [Staff Report 1428WoodAveCoveredDeck](#)

[Project Statement](#)

[Site Photographs](#)

[Deck Cover Plans](#)

[7.5.1605.C](#)

[ONE HP Overlay Zone Design Standards](#)

Motion by Board member Musick, seconded by Board member Hines, Postpone a Report of Acceptability for a new covered deck to the August 2, 2022 meeting. The motion passed by a vote of 5:0:2:0

**Aye:** 5 - Board member Lobello, Chair Lowenberg, Board member Hines, Board member Musick and Vice Chair Wardwell

## **6. UNFINISHED BUSINESS - None**

## **7. NEW BUSINESS CALENDAR - None**

## **8. PRESENTATIONS/DISCUSSION ITEMS**

### Survey Plan Discussion - William Gray

#### **City-wide Survey Plan: Bill Gray**

- Conduct thorough search of local and state sources to gather information on past survey efforts and designation properties, including OAHP file search.
- Review and evaluate existing survey data.
- Conduct public meeting(s) to gather input from local stakeholders
- Conduct a limited reconnaissance survey to identify historic property types within project area.
- Research and document the historic contexts associated with resources within the survey area.
- Analyze gathered information and prepare prioritized recommendations for future survey efforts
- Prepare survey plan document (see outline below)
- Conduct public meetings(s) to present findings and next steps.

#### **Survey Plan Scope of Work**

- Estimate Cost - 45k to 50k
- Funding Plan-Grant, City and Partners
  - Complete draft by September 12
  - Submitted October 1 for a \$40-45k grant
  - Award Announcement November 1
- Initiate process to select consultant late summer/early fall 2022
- Project Start-prior to end of year and not later than January 2023
- Project Completion-May/June 2023

## **9. Adjourn**