



HISTORIC PRESERVATION COMMISSION SPECIAL PUBLIC HEARING

City Council Chambers and via Zoom
Wednesday, May 26, 2021
4:00 PM

MEETING MINUTES

1. **Call to Order** at 4:01pm
2. **Attendance (Roll Call)** See attached
3. **Approval of Minutes from April 14th Meeting** Motion made to approve the minutes, and seconded. See attached roll call.
4. **Discussion: Historic Preservation Plan**
 - a. **Formation of Committees or Subcommittees**

Jim suggested that we have committee look at the overall scope of the work; Mike agreed; Jim liked the Glenwood Springs plan as a template for future work; Jim didn't think we needed a consultant involved, at least at the beginning; Mike would like to see the sub-committee meet prior to the next CCHPC meeting at end of June. Rochelle would like to see as many people as possible involved in the sub-committee. Lisa suggested the Commission members could all be on the committee, and hold a special meeting with the public involved. Chris asked if we could have a more informal setting for this meeting. Public would be invited. June 9 at 4pm was suggested. Lisa will look into room availability. An announcement would be placed on the city's website. An interested public member was present.

Lisa received a draft of the comprehensive plan for the City of Canon City, and addressed specifically the historic portion of the plan. Comments are required by Friday, May 28, 2021.

5. Discussion: Review of Certificate of Appropriateness Application

The HPC is responsible for reviewing any applications received from the community making changes to any historic structures, (local, state, or national historic districts). The owner would submit this prior to getting a building permit. Lisa is working with the city building dept to create a flag notification if a property is a historic property. The HPC would have to do a public hearing to approve the applications. Contributing structures would be flagged as well. Chris voiced concerns about not knowing standards for alterations, and Lisa stated there are resources available. The Secretary of the Interior website has guidelines. Carol asked for clarification about what properties the CCHPC would have to review, and Lisa stated it would be for local, state, and national designations. There is a possibility for property owners to be de-listed as historic sites if they don't follow rules.

CCHPC recommendations need to be standardized and consistent with the Secretary of the Interior's guidelines. Mike suggested including the Secretary of Interior guidelines as a reference in the application.

CCHPC will need to coordinate with the city building dept to ensure the Certificate of Appropriateness Application is completed prior to the building permit. The instructions could be included on the application itself and building dept paperwork.

Changes to application:

1. attachment checklist to include guidelines for Secretary of Interior
2. Include reference # for building dept on application for ease in approval; the commission stressed the desire to make this process easy and efficient

The application will be reviewed again after changes.

6. Public Comment and General Announcements

a. Reimbursement and Report Deadline for Saving Places Scholarship – June 1st

Lisa still needs reports from the Saving Places conferences; deadline is June 1 for reimbursements

b. Upcoming CLG Training Webinars [register for these through the CLG portal](#)

i. History with a Slide Preservation – June 16th

7. Adjournment at 4:54pm

Next Special Meeting: June 9, 2021 at 4pm

Regular Meeting: June 23rd, 2021 at 4pm