

**Historic Preservation Review City Hall - 1711 Miner Street,
Idaho Springs, CO 80452 Agenda**



Tuesday, June 17, 2025

Tel: (303) 567-4421 Fax: (303) 567-4955

Video from Meetings are viewable on the City's Website.

You must join the Zoom Meeting

(<https://us02web.zoom.us/j/88123857147>)

to participate in a meeting remotely.

- 1. Call to Order**
- 2. Roll Call**
- 3. Agenda Approval**
- 4. Public Comment**
- 5. Conflict of Interest**
- 6. Approval of Minutes**
 - a. Motion to approve the minutes from November 19th, 2024
- 7. Swearing In Alternate Member**
 - a. Erica Duvic
- 8. General Updates**
 - a. 1402 Miner Street - Project Support Senior Center Exterior Maintenance Work
 - b. Comprehensive Plan Progress Update
 - c. Idaho Springs Carnegie Library General Update
- 9. New Business**
 - a. Two-Block Buffer Update - Initial Discussion
- 10. Old Business**
- 11. Adjourn**

In-person and remote meeting public attendance and participation instructions:

Participation

- To provide scheduled public comment, either in person or remotely, please fill out and return the Public Comment Form on the City's website. All requests must be submitted to the City Clerk (cityclerk@idahospringsco.com) by 12 p.m. (Noon)

the Thursday before the scheduled meeting.

- To provide unscheduled public comment, please join the Zoom Meeting, identify yourself with your full first and last name, and use the “Raise Hand” feature to indicate your desire to speak.

General Guidelines

- Each public comment, whether scheduled or unscheduled, is limited to three (3) minutes.
- Council typically does not provide feedback during public comment sessions.
- If you would like to provide materials for Council to review along with your Comment, please sign up for Scheduled Public Comment and provide those materials to the City Clerk by the Thursday Deadline.

**HPRC
REGULAR MEETING
November 19, 2024**

The HPRC of the City of Idaho Springs held a regular meeting on November 19, 2024. Chair Manifold called the meeting to order at 6:01 p.m.

Answering the roll: Patti Tyler and Chair Lisa Manifold were present in person and Shannon Glazer attended the meeting remotely via ZOOM. Vice Chair Michael Davenport arrived in the ZOOM meeting at 6:04 pm. Also present were Community Development Planner Dylan Graves, Best and Brightest Fellow Maria Schanhals and Deputy City Clerk Wonder Martell.

APPROVAL OF MINUTES

Board member Tyler moved to approve the minutes of September 17th, 2024. Commissioner Glazer seconded followed by an all-in favor voice vote.

PUBLIC COMMENT

CONFLICT OF INTEREST

GENERAL UPDATE

Community Development Planner Dylan Graves advised the board that there has been a letter of interest received for a HPRC member and that letter will be included in the packet for the City Council meeting on Monday November 35th, 2024 for councils consideration for appointment to HPRC. Mr. Graves also stated that he wants to add a historical component to the COMP Plan which is a project for 2025.

NEW BUSINESS:

Design Guidelines for Historic Structures- Recommendation for Adoption

Community Development Planner Dylan Graves reminded the commission that in September they were provided with a red lined version of the updated guidelines, and the guidelines that are in this packet are the clean version of that redlined version. Mr. Graves stated that Board Member Davenport listed the 7 reasons to make these changes to the guidelines, and that he provided a lot of direction on how to get it done. Mr. Graves advised the board that the updated guidelines meet those 7 reasons and other than that, nothing has changed. Chair Manifold stated that she really appreciated the including of everyone's names on these guidelines, that the map looks a lot better and is much easier to understand. Chair Manifold also stated that she really likes the step by step on how to navigate this document on pages 13 & 14. Board member Glazer brought up that the pictures included in the guidelines are very clear and helpful. Mr. Graves advised the board that Mr. Davenport set up the specific areas of these guidelines and that it created a good flow of this document. Chair Manifold stated that she is really proud of this HPRC Board on these updated guidelines, and this is a great document. Board member Tyler stated that the content is great, but there are a few areas that the formatting could be cleaned up as to not split topics or have a title on one page, with the body on the next. Board member Tyler also stated that these guidelines are now easy to read, are understandable, thanks to Dylan for putting these regulations into layman's terms. Board member Glazer stated that the updated guidelines are really, really nice. Chair Manifold asked Mr. Graves that with the sale of the Carlson School Building, is there an obligation for the City to let them know about these guidelines. Community Development Planner MR Graves stated that he has spoken with a few interested parties, however those discussions were with entities that wanted to keep the building, not scrap it. Mr. Graves stated that in any conversation that he would have with a potential developer for that location, he would definitely bring up the buffer zone.

Chair Lisa Manifold moved to make a recommendation to City Council that Council adopt the updated version of the Design Guidelines for Historic Structures as included in the Packet. Board member Tyler seconded followed by an all in favor voice vote.

ADJOURN

Chair Manifold adjourned the meeting at 6:26pm.

Erica Duvic

805 Colorado Blvd. PO Box 56, Idaho Springs, CO 80452 | (404) 989-0396 | ericaduvic@gmail.com

City of Idaho Springs
1711 Miner Street
PO Box 907
Idaho Springs, CO 80452

May 14, 2025

Dear Mr. Graves,

I am writing to express my interest in serving on the Historic Preservation Review Commission (HPRC) for the City of Idaho Springs. With an extensive background in historic preservation and a commitment to community service, I am eager to contribute to the preservation of our city's rich heritage.

My background includes two degrees and a 15 year career in historic preservation, including working with historic preservation commissions across Colorado and Wyoming. I have a strong understanding of the Secretary of the Interior's Standards for the Treatment of Historic Properties and am familiar with the city's Design Guidelines for Historic Structures. I have enclosed a copy of my resume for your reference.

Thank you for considering my application. I look forward to the opportunity to serve our community in this capacity.

Sincerely,



Erica Duvic

Erica Duvic

805 Colorado Blvd. PO Box 56, Idaho Springs, CO 80452 | (404) 989-0396 | ericaduvic@gmail.com

EXPERIENCE

Bureau of Reclamation - Historian | Hungry Horse, MT

Dec 2023 - Jan 2025

- Served as subject matter expert for Reclamation's Grand Coulee and Hungry Horse dams and power plants, ensuring cultural resource reviews met federal, tribal, and state regulatory requirements in multiple jurisdictions.
- Produced detailed scholarly and technical reports, managed field surveys, and contributed to studies essential for informed decision-making by agency leadership.
- Worked with interdisciplinary teams throughout project life cycles to resolve adverse effects to cultural resources while minimizing delays to planned work.
- Led the museum property management program, overseeing the entire process from accessioning and cataloging to documentation, preservation, and utilization of Reclamation's museum collections at multiple storage facilities.
- Proactively identified and addressed outstanding responsibilities within existing agreements with other agencies, developing and executing a strategic plan for fulfillment of obligations.

Jefferson County Open Space - Heritage Stewardship Supervisor | Golden, CO

May 2021 - Dec 2023

- Established and led the agency's first cultural resources management program for 56,000 acres of public lands and 144 historic structures, developing guidelines and procedures to protect cultural resources.
- Directed efforts to bring historic buildings back into active use through partnerships with community organizations, long-term maintenance strategies, and financial planning.
- Managed and mentored a diverse team of staff and volunteers, overseeing hiring, training, work plans, and performance evaluations to ensure program objectives were met.
- Led strategic outreach and engagement with state agencies, tribal governments, and community partners to enhance collaboration and achieve preservation outcomes.
- Served as Director of the Hiwan Museum, implementing programming and exhibits to boost public engagement while coordinating with local nonprofit partners and tourism efforts.
- Developed a comprehensive GIS database and streamlined project reviews to create efficient workflows that met federal, state, and local requirements.

State of Colorado - Preservation Planner | Denver, CO

Oct 2018 - May 2021

- Acted as trusted advisor to 66 local governments across Colorado, supporting downtown revitalization and historic preservation through technical assistance and community engagement.
- Administered the Certified Local Government (CLG) Grant and State Residential Historic Tax Credit programs to promote economic development and capacity-building for municipalities.
- Facilitated stakeholder engagement and led training programs across the state on a variety of topics including preservation standards, adaptive reuse strategies, and tax credits.
- Organized strategic initiatives such as the 2030 Colorado Statewide Preservation Plan public outreach campaign and served on national roundtables to advocate for local government preservation needs.
- Coordinated public programming, including the statewide Centennial Farms & Ranches and historic marker programs.

State of Wyoming - Community Preservation Coordinator | Cheyenne, WY

Jan 2016 - Oct 2018

- Provided expert technical assistance to rural communities and local governments across the state, connecting communities with resources to achieve their goals.
- Delivered training and outreach programs tailored to the needs of small towns that supported local leaders in enhancing their communities and leveraging preservation tools for economic growth.

- Managed CLG grant funding and facilitated partnerships between communities and regional stakeholders to support preservation initiatives.
- Conducted cultural resource reviews of federal undertakings and coordinated mitigation strategies with federal and local partners.

Park County Office of Heritage & Tourism & South Park National Heritage Area - Projects & Grants Manager
Fairplay, CO *Nov 2011 - Dec 2015*

- Coordinated historic preservation and tourism initiatives within the South Park National Heritage Area and Park County that integrated outdoor recreation, heritage tourism, and small business development.
- Managed capital improvement projects from conception to completion, including bidding, construction management, financial oversight, and public outreach.
- Organized marketing, branding, and outreach campaigns on a variety of digital platforms and print publications to increase tourism and promote the county's opportunities to new audiences and strengthen the local economy.
- Cultivated partnerships with business owners, nonprofit organizations, and government agencies to leverage resources for community-driven projects.
- Administered federal sub-grant programs to local partners that supported a variety of community revitalization and resource protection efforts.
- Served as a staff advisor to the South Park National Heritage Area Board of Directors and the Park County Historic Preservation Advisory Commission.

EDUCATION & CERTIFICATIONS

Georgia State University - Master of Heritage Preservation in Historic Preservation | Atlanta, GA
Savannah College of Art & Design - Bachelor of Fine Art in Historic Preservation | Savannah, GA
Grow America - Historic Real Estate Development Finance Professional (#1015-028) | Washington, DC
Grant Writing USA - Grant Writing, Grant Management | Denver, CO

SKILLS

Community Development: Project management, program development, event coordination, grant writing, grants management, budget administration, financial assistance compliance, funding acquisition
Technical & Regulatory Compliance: Historic preservation, cultural resource management, zoning & code compliance, NEPA compliance, database development
Communication: stakeholder engagement, community outreach, relationship building, marketing, public speaking, report writing, training development
Software & Technology: Microsoft Office Suite, Google Suite, ArcGIS, Adobe Suite, Salesforce, GrantSolutions, website design & management, social media

VOLUNTEER & LEADERSHIP

Town of Alma - Trustee (2020-2022) | Alma, CO
Alma Foundation - Volunteer, Grant Writer | Alma, CO
Park County Local History Archives - President (Former) | Park County, CO
South Park Historical Foundation & Museum - Trustee (Former) | Fairplay, CO

ADDITIONAL EXPERIENCE

Grants Management Specialist, National Park Service & USDA Rural Development | Remote 2024 - Present
Property Manager/Owner, Mae Properties | Colorado 2022 - Present
Preservation Consultant, Self-Employed | Atlanta, GA 2009 - 2011
Collections Manager, City of Roswell | Roswell, GA 2010 - 2011
Archives Assistant, DeKalb History Center | Decatur, GA 2010 - 2011
Preservation Planner Intern, City of Casselberry | Casselberry, FL 2008



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QUEENS
WARDROBE



TO: Historic Preservation Review Commission
CC: City Administrator Andrew Marsh, Assistant City Administrator Guy Patterson
FROM: Dylan Graves, Community Development Planner
SUBJECT: Two-Block Radius Buffer of Historic District
MEETING DATE: June 17, 2025

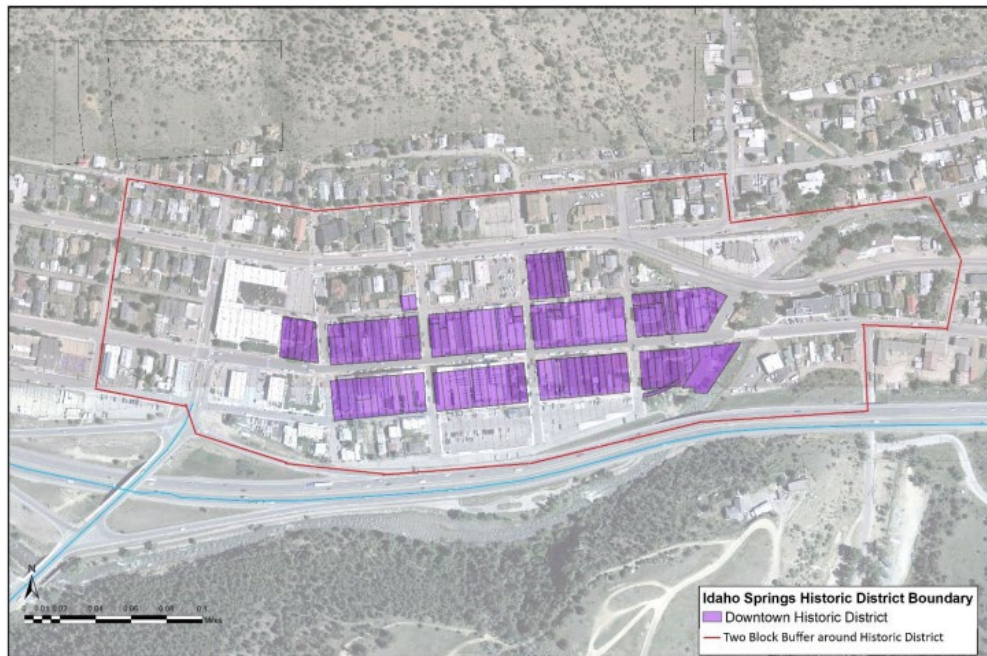
BACKGROUND

Section 21-205 of the Idaho Springs Municipal Code (ISMC) intends to establish the historic setting of the city of Idaho Springs as an important design consideration when reviewing proposed development around the city. It seeks compatibility between existing structures and proposed additions to the community.

Section 21-205(A)(2) creates a commercial downtown buffer for development, encouraging development within a two-block radius of the historic downtown to be complementary to the historic district.

While this is a good tool to ensure that projects complement the historic district, there is not a clear definition of a two-block radius around the Historic District, as blocks are not clearly defined within the city in many areas. The Historic District’s nomination form states that the Historic District is bounded by Miner Street on the south; Center Alley on the north; Elementary School on west; Clear Creek on east, with 225 15th Ave and 1601 Colorado Blvd also included. This has since been expanded to include Idaho Street to the South.

We have used the below image in the past to indicate the "approximate" two-block buffer, but clarifying that boundary would be beneficial:



It is unclear if any of the northern portions of Riverside Drive would be included in the two-block radius. It is also unclear whether Placer Street or any portion of Wall Street is included. To clear this up, I believe that a beneficial change could be made to Section 21-205 of the ISMC to clearly define what areas are included in the buffer. Rather than have an arbitrary two-block radius, the city should clearly define this buffer area based on landmarks, distance, or another clearly identifiable boundary.

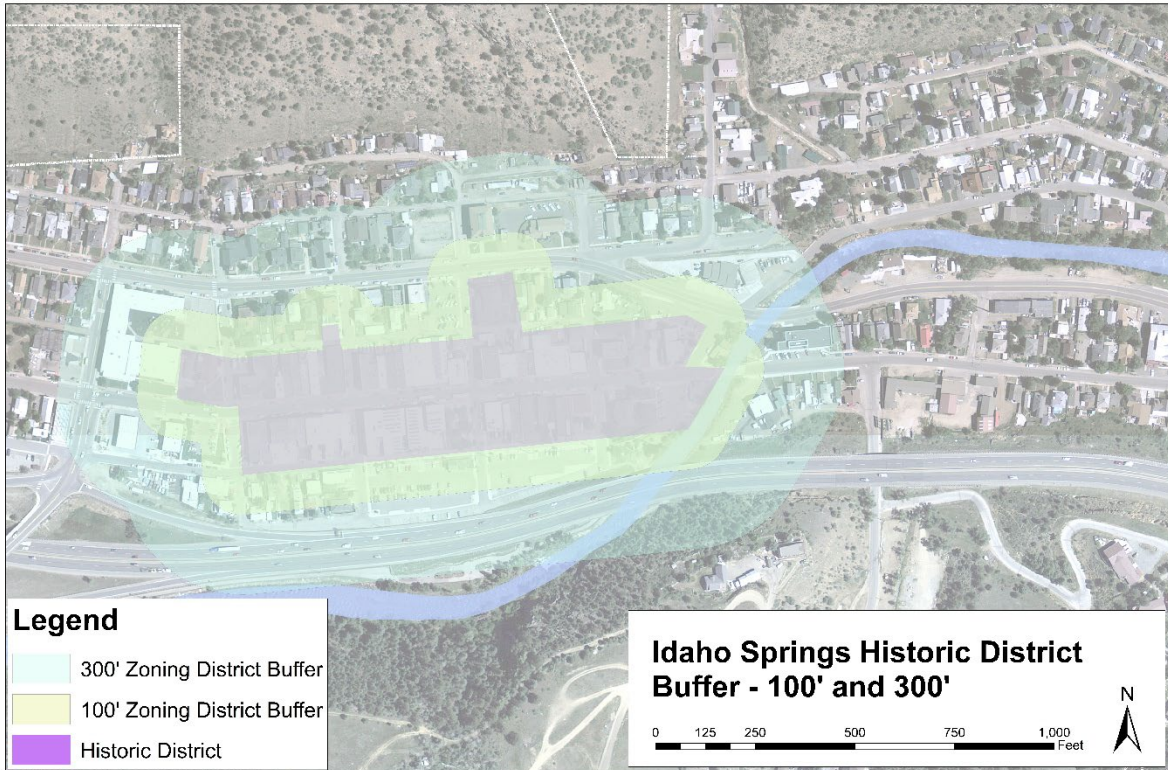
Staff reviewed what is done elsewhere in the country. There were several approaches that communities used, broadly falling into one of the themes below:

- 1. Clarify the two-block buffer language to clearly define what a “block” is**

The two-block buffer language is vague and does not make clear what is included, leading to potential confusion. We could simply determine a suitable definition of a “block” and then use that in the future. We could either formally adopt the above boundary as the buffer area or modify it and then adopt the modified buffer. This would be the simplest option code-wise, as it may not require an official amendment to the ISMC. However, since there are not clear city blocks in all directions, determining that cut-off could be seen as arbitrary.

2. Distance-based buffer

Communities require a buffer around the outer edge of the defined historic district of a specific distance, rather than stating “two-block.” This distance ranges widely, with some buffers being as little as 100 feet. It appears that a reasonable average is approximately 300 feet, however. See a 100 foot and 300 foot buffer visualized below:



This would be a simple way to identify properties that are within the buffer zone and properties that are not. The 300’ buffer appears to work particularly well, as it covers everything from 13th Avenue to the West; Virginia Street to the North; a reasonable transition zone to the East; and I-70 to the South. The buffer would apply to any property that it touches. For example, if it crosses only partway through a property, that property would be subject to the buffer.

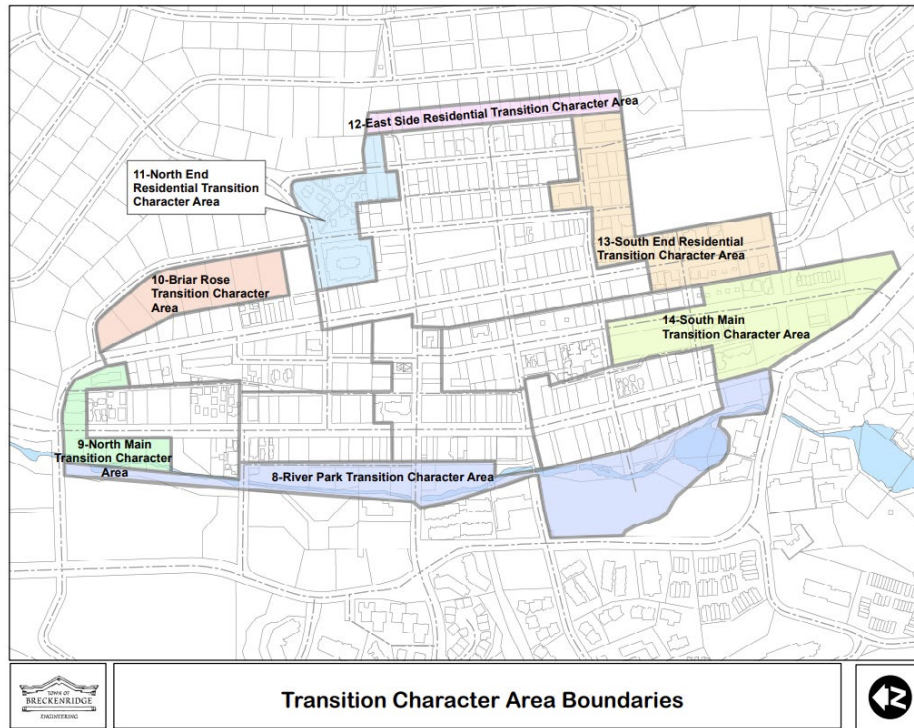
If the city decided to go this route, it would be a relatively easy change to the ISMC. Something like the following may be all that is needed:

“Commercial Downtown. Beginning at 17th Avenue and extending west to 13th Avenue, the Idaho Springs Historic Commercial District is the centerpiece of the community. Chapter 22: Historic Preservation applies to this area and other locally designated or listed on the State Register of Historic Properties or National Register of Historic Places. New developments **on lots** within a **300 foot two-block** radius of the outside boundary of the District should build upon and support the architectural features of the District itself. Use of Historic District building materials, architectural styles and designs based upon historic City sites are strongly encouraged.”

3. Transitional or Buffer Overlay Zoning District

Another way to control development standards adjacent to the historic district would be to create an overlay district zone that requires certain design features to be built. The city could establish guidelines for construction to ensure compatibility with the historic district. The city would create a transitional overlay that contains one or more different areas that are subject to stronger standards than areas outside of the transition/buffer zone.

The Town of Breckenridge provides a reasonable example of how to create a transitional or buffer overlay area. In 2012, the town adopted “Transitional Character Areas” around their historic district to regulate how these areas could be used and developed:



Each character area has its own set of design standards for development applications to allow for context-sensitive solutions. The two goals were to buffer the edges of the Historic District and to establish and enhance a sense of neighborhood identity. There are some general standards to consider, including that work in all areas be treated with the same level of respect as the historic district. However, the benefit of this program is that the town was able to shape development within individual character areas to more specifically promote certain types of harmonious development. For example, some areas are closer to historic commercial areas and as such have a more commercial focus. The town of Breckenridge created a guidelines document for these Transitional Character Areas, very similar to their historic district guidelines.

Taking this example to Idaho Springs, we could establish different transition zones around the Historic District to complement existing developments in that area. The area to the north of Colorado Boulevard, for example, is broadly residential, so residentially focused standards that contain basic architectural guidelines for residential development may be appropriate. Alternatively, to the west of the historic district has historically been commercial in nature. Creating commercial or mixed-use focused standards would make more sense in this area.

This strategy would essentially amount to a “rezoning” of property within the transition areas and as a result, the city’s attorneys have said that it would require buy-in and coordination with owners of property within the proposed transition areas. The city could not simply designate someone’s property as a transition zone unilaterally. So, this would be a much more detailed process than establishing a distance-based buffer that takes the place of the two-block radius buffer.

REQUEST FOR DIRECTION: What does the HPRC think about the strategies discussed above? Are there any other strategies that you would like staff to look into on the subject?