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**Town of New Castle Administration Department**  
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## **Agenda**

### **New Castle Historic Preservation Commission Regular Meeting June 15, 2015, 5:30 pm, Community Center**

#### **Call to Order, Roll Call**

- 2. Conflicts of Interest** (Disclosures are on file with Town Clerk & Secretary of State)
- 3. Review Minutes from Previous Meetings**
  - A. May 18, 2015
- 4. Items for Consideration**
  - A. Consider color choice for Livery at 503 W Main
  - B. Text amendment in title 15.44, 17.36, 17.40, & 17.44 relative to procedural conflicts and other inconsistencies.
  - C. Discuss historical survey of residential buildings
- 5. Citizen Comments on Items NOT on Agenda**
- 6. Commission Comment**
- 7. Set Next Meeting**

#### **Adjournment**

1 **New Castle Historic Preservation Commission**  
2 **Monday, May 18, 2015, 6:30 p.m., Town Hall**

3  
4 **Call to order**

5 Commission Chair Virginia Erickson called the meeting to order at 6:35 p.m.

6  
7 **Roll Call**

8 Present Commissioner Blaylock  
9 Commissioner Borgard  
10 Commissioner Erickson  
11 Commissioner Rippy

12  
13 Absent Commissioner Breslin

14  
15  
16 Also present at the meeting was Administrative Assistant Ryan Muse, citizens Steve  
17 White, LaRue Wentz, Alan Rayne, and Molly Rayne.

18  
19 **Conflicts of Interest**

20 There were no conflicts of interest.

21  
22 **Review Minutes from Previous Meeting**

23 **MOTION: Commissioner Rippy made a motion to approve the minutes as**  
24 **amended. Commissioner Borgard seconded the motion and it passed**  
25 **unanimously.**

26  
27 **Commission Comments**

28 Commissioner Borgard stated that the obituary records that Commissioner Erickson  
29 has compiled regarding the Highland Cemetery are very impressive.

30  
31 **Citizen Comments on Items NOT on Agenda**

32 There were no citizen comments.

33  
34 **Place Naming: Trails and Other Features that Could Be Named in Honor of**  
35 **Someone or Something**

36 Commissioner Rippy asked Administrative Assistant Muse if he would obtain a map  
37 of New Castle that details trail and street names.

38  
39 **Discuss Possible Survey of the Historic Residential Buildings**

40 Commissioner Erickson opened up this discussion by stating that there are multiple  
41 volunteers who would like to participate in having their home surveyed.

42 Administrative Assistant Muse had compiled a list of the seven volunteers, this list  
43 included the owners of the house, the year their house was built, and the addresses  
44 of the properties. Administrative Assistant Muse clarified that the survey would cost  
45 money, so the purpose of this discussion was to decide whether there are enough  
46 volunteers on the list to move forward with the survey or if the commission should  
47 dismiss it. Commissioner Rippy asked Administrative Assistant Muse if the price of

1 the surveys would fluctuate depending on the amount of homes surveyed.  
2 Administrative Assistant Muse replied that he would research it. Commissioner  
3 Erickson asked who did the commercial historic survey in 1996, and would the  
4 homeowners be responsible for any of the cost. Commissioner Rippy stated that it  
5 was the Colorado Historical Society who performed the first survey and there would  
6 be no expense to the homeowners as the town would pay for the survey.  
7

8 Administrative Assistant Muse introduced the three property owners and survey  
9 volunteers who were present at the meeting, Steve White, LaRue Wentz, and Alan  
10 and Molly Rayne. Citizen White told the commission that his house was built in the  
11 late 1800's, possibly by Jasper Ward, the original settler of New Castle. Citizen  
12 Wentz told the commission that her house was built in 1890. Citizens' Rayne told  
13 the Commission that their house was built in 1883. All three survey volunteers had  
14 done previous research and they came to this meeting to express their sincere  
15 interest in the survey.  
16

17 Commissioner Borgard stated that although seven houses have expressed interest  
18 in participating, he suspects that number to grow once the word gets out that the  
19 commission is interested in pursuing this survey. He said that many people do not  
20 read the quarterly newsletter that had contained the request for survey volunteers.  
21 Citizen White expressed that it would increase property owners pride if their house  
22 were marked as historical. Commissioner Rippy agreed, adding that a property  
23 marked in the survey would increase in value. The Commission asked  
24 Administrative Assistant Muse if he would obtain costs for this survey.  
25

26 **MOTION: Commissioner Rippy made the motion to move forward with the**  
27 **process to bring the survey to the Town Council. Commissioner Blaylock**  
28 **seconded the motion. It passed unanimously.**  
29

### 30 **Additional Items**

31 There were no additional comments.  
32  
33  
34

### 35 **Set Next Meeting**

36 **MOTION: Commissioner Rippy made a motion that the regularly scheduled**  
37 **meeting take place on June 15, 2015. The motion was seconded by**  
38 **Commissioner Borgard and it passed unanimously.**  
39

40 The meeting adjourned at 7:35 p.m.

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Town of New Castle  
Historic Preservation Commission

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Commission Chair Virginia Erickson

ATTEST:

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Ryan Muse, Administrative Assistant

Draft



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# Memo

**To:** Historic Preservation Commission  
**From:** Tim Cain  
**Date:** June 12, 2015  
**RE:** Choice of color for Livery at 503 W. Main St.

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A letter and color selection palette from Susan Ruggles has been submitted to the Town for the purpose of re-painting the Livery located at 503 W. Main St.

After consulting with Town Attorney, David McConaughy, it has been determined that the Livery is subject to review by the Town Planner and HPC when re-painted a different color whether or not it is a designated Historical Landmark or Site.

Ms. Ruggles has been coordinating with the owner of the Livery to determine a color choice.

In order to visually and accurately see the colors, I will submit her original color palette chips and a visual of the Livery showing what it would look like after re-painting. Copies of the aforementioned would not accurately show the shade of colors.

Ms. Ruggles will attend the meeting and provide other color samples for HPC to review if the original selection does not meet HPC standards.

If the HPC and the Town Planner agree to different colors than what was submitted by Ms. Ruggles, she will relay that information to the owner for their approval. If the owner disagrees with the decision of HPC and the Town Planner, then the owner may appeal the decision to the Board of Zoning Adjustment.

Another vital piece of information is that the Lions Club has volunteered to paint the Livery free of charge. Ms. Ruggles will coordinate and supervise the painting crew.



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# Memo

**To:** Historic Preservation Commission  
**From:** Tim Cain  
**Date:** June 12, 2015  
**RE:** Text Amendment –Chapters 15.44, 17.36, 17.40 & 17.44

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## **Background and Discussion:**

The Town Council is seeking HPC input about whether it is advisable to change the Municipal Code sections by way of a text amendment relative to altering structures in the Main St. Historic District also known as the C-1 Zone District.

After consulting with Town Attorney, David McConaughy, there seems to be procedural conflicts and other inconsistencies in the Town codes relative to Historic Preservation and Rehabilitation.

Sections 15.44.300, 310 and 320 set forth procedures for review and approval of building permits and other proposed work either for designated structures "or districts" by the HPC, including alterations of color only when no building permit is required. Those sections contemplate HPC review of such applications based on their regular meeting schedule.

Chapter 17.36 sets forth the zoning regulations for the C-1 Zone district, which includes all structures on the north and south side of Main St. from 8<sup>th</sup> to 1<sup>st</sup> St. on the north side and Mattivi Ave. on the south side. This is also known as the Main St. Historic District.

Section 17.36.110 (A)(3) has a procedure for approval of work not requiring a building permit, which would include color changes. That section provides review and approval by the Town Planner within 7 (seven) working days. Appeals go to the Board of Zoning Adjustment (BOZA). BOZA consists of members from the Town Council. This can cause procedural conflict with HPC duties and responsibilities in Chapter 15.44.

Chapter 17.40 is titled BUILDING DESIGN STANDARDS IN C-1 COMMERCIAL DISTRICT and section 17.40.110 discusses Building materials and colors. This section may require additional procedural language or other changes such that it is consistent with other code sections previously mentioned. It is not my intent to require a color palette which would provide both the Planner and HPC with little flexibility in determining the "perfect color" for a new or old structure in the Historic District.

Chapter 17.44 is titled HISTORIC PRESERVATION IN C-1 COMMERCIAL DISTRICT. And it, too, could be subject to possible text amendment to, once again, provide procedural consistency relative to other code sections.

The Assistant Town Attorney will be present for a very short time to discuss various options for the HPC to consider.

**Recommendation:**

I believe it is necessary to provide text amendments to relevant sections of the code so we can have clear and concise language that is consistent and easy for the general public to understand.