

1 **NEW CASTLE HISTORIC PRESERVATION COMMISSION**  
2 **Monday, July 21, 2014, 6:30 p.m., Town Hall**

3 **Call to order**

4 Commissioner Borgard called the meeting to order at 6:30 p.m.  
5

6 **Roll Call**

7 Present Commissioner Borgard  
8 Commissioner Erickson  
9 Commissioner Stuckey

10  
11 Absent Commissioner Ellis  
12 Commission Vice-Chair Rippy  
13  
14

15 Also present at the meeting were Preservation Planner, Patrick Eidman; Historical  
16 and Architectural Survey Coordinator, Elizabeth Blackwell; Town Planner, Tim Cain;  
17 Town Councilor, Bruce Leland; and Administrative Assistant, Leah Feeley.  
18

19 **CONFLICTS OF INTEREST**

20 There were no conflicts of interest.  
21

22 **REVIEW MINUTES FROM PREVIOUS MEETING**

23 **Motion: Commissioner Erickson made a motion to approve the minutes of**  
24 **March 17, 2014 as submitted. Commissioner Borgard seconded the motion and**  
25 **it passed unanimously.**  
26

27 **COMMISSION COMMENTS**

28 There were no commission comments.  
29

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

31 There were no citizen comments.  
32

33 **Presentation from History Colorado: Office of Archeology & Historic**  
34 **Preservation (OAHF)**

35 On behalf of History Colorado, the Office of Archeology and Historic Preservation  
36 (OAHF), Preservation Planner, Mr. Patrick Eidman, and Historical and Architectural  
37 Survey Coordinator, Ms. Elizabeth Blackwell, performed an evaluation on New Castle  
38 as a participating Certified Local Government (CLG). The routine evaluation of  
39 CLG's, which is performed every 4 years, includes a tour of the town to understand  
40 the historic preservation issues specifically in New Castle, review the files and the  
41 process of documentation, and how this information related to historic properties is  
42 made available to the public.  
43

44 Mr. Eidman began his presentation by reviewing the CLG's program benefits and  
45 obligations. The National Historic Preservation Act was passed in 1966 as a result of  
46 the impact of the interstate highway system and urban renewal. It was recognized  
47 that these federal actions were having a major impact on historic properties and  
48 there needed to be more awareness about these decisions and policies. In 1980 the

1 Certified Local Government program was formed and then partnered with individuals  
2 and groups that were interested in preserving these historic properties. The CLG  
3 program has since then recognized 117 communities that have historic preservation  
4 commissions in the state of Colorado, and only 51 communities that have taken the  
5 next step of becoming a CLG, which includes New Castle, Colorado.  
6

7 Mr. Eidman stated there are obligations of being a Certified Local Government and  
8 being awarded access to the CLG Grant Fund. A minimum of 10% of History  
9 Colorado's budget is designated for CLGs, which in Colorado amounts to \$60,000  
10 per year. In addition, funds from the State Historical Fund designate approximately  
11 \$120,000. A benefit of the CLG program is that it allows access to a restricted grant  
12 fund that is only available to CLGs. These grants do not require a cash match and  
13 can be used for survey, planning, nomination, or education activities. Some CLGs  
14 have used this funding to create videos and books. New Castle, for example, has  
15 created the Highland Cemetery and the Downtown Walking Tour brochures, both of  
16 these projects could have been funded through the CLG grant funds. Typically this  
17 fund request is capped between \$20,000 and \$25,000 in order to equally distribute  
18 this funding to CLGs across the state.  
19

20 History Colorado's OAHP, offers programs that are beneficial to property owners of  
21 historical sites. One program offered, in Colorado, is the state preservation tax  
22 credit which only allows local properties designated by CLGs to qualify for the State  
23 Historic Preservation Tax Credit. A 20% tax credit is allowed for preservation work  
24 completed on a house and can be applied to the state credit obligation for up to 10  
25 years after the project. This tax credit option is also available for commercial  
26 properties. Colorado legislation increased the cap for commercial properties from  
27 \$50,000 to \$1 million to help improve these commercial districts. These tax credit  
28 programs are an advantage for people who are considering designating their  
29 properties as historical sites.  
30

31 The OAHP's preservation policy states that the control over important historic  
32 preservation decisions should happen locally. These communities know the  
33 buildings, owners, and history, therefore these localities should be making the  
34 decision to alter or change a building. By keeping the control over these important  
35 historic preservation decisions within the community it allows these localities to be  
36 able to apply their own ordinance.  
37

38 Mr. Eidman then discussed that CLG communities have the ability to join the  
39 National Alliance of Preservation Commissions which is an affordable membership  
40 that provides information resources and a preservation network. This membership  
41 also gives access to monthly newsletters, which includes information about  
42 surrounding communities responding to preservation issues, a national network list  
43 serve to ask specific questions, and also a conference that is held every 2 years,  
44 which includes educational sessions and related activities. The National Alliance of  
45 Preservation Commission and the OAHP are available to the Commission for any  
46 questions about preservation policies and information about training opportunities.

1  
2 The OAHF believes having a strong historic preservation policy helps communities  
3 survive, which is evident in New Castle. Mr. Eidman noticed on the tour of downtown  
4 New Castle that the town is functioning well as a historic community, which is shown  
5 by the surviving historic buildings, the numerous restaurants and businesses,  
6 storefronts are full, and there is a mix of businesses. Any town's survival is in part to  
7 retaining the historic fabric of the community.  
8

9 Mr. Eidman then concluded his portion of the presentation by discussing the  
10 obligations of being and remaining a CLG. A CLG must enact and enforce a local  
11 preservation ordinance that provides legal framework for a preservation program  
12 that will achieve the purpose of designating and protecting significant historic  
13 buildings, sites, structures, and districts, which New Castle has implemented. This  
14 ordinance helps with design review and local designation.  
15

16 A CLG must also have a qualified commission, with a minimum of five members that  
17 have a demonstrated interest in historic preservation. At least two members shall be  
18 preservation professionals, which is broadly interpreted but includes architects,  
19 realtors, or archeologists. The Commission must meet at least four times per year.  
20 In addition, at least one Commissioner must attend one training or educational  
21 event per year which includes, a conference, regional forum, or attend another local  
22 HPC meeting. A CLG must provide adequate public participation, including holding  
23 public meetings and developing educational programs. CLG communities must  
24 maintain a system for survey, local landmarks, and inventory of historic properties.  
25 This helps the public understand the work that is being done by the HPC and that  
26 there is Commission transparency. A CLG is responsible for participating in the  
27 process of nominating local properties to the National Register of Historic Places.  
28 Finally, a CLGs' minutes and annual reports must be forwarded to History Colorado  
29 describing work that has been done, which typically is the town staff's responsibility.  
30

31 Ms. Blackwell began her portion of the presentation by stating that she would be  
32 covering requirements of a CLG, a cultural resource survey, and helping the  
33 Commission formulate funding. Ms. Blackwell said it is a CLG requirement to survey  
34 and document the types of buildings in the community, the condition of these  
35 buildings, and how to appropriately plan for these historic properties.  
36

37 Ms. Blackwell reviewed what New Castle has done in regards to surveying the area  
38 and what can be done in the future. Ms. Blackwell referred to the New Castle Survey  
39 booklet, which was performed in 1996, on nineteen buildings of interest in the New  
40 Castle area. The report recommended five of these buildings were eligible to the  
41 National Register, and another four of these buildings were eligible to the State  
42 Register. Ms. Blackwell was unsure if any of these nine buildings were followed up  
43 on for these National and State Registers, and what the condition these buildings  
44 are in presently. Ms. Blackwell also recommended that more surveying should be  
45 done to include some of the other buildings and properties located in New Castle.  
46 She mentioned that the 1996 Survey of New Castle is the only documentation of

1 these buildings, and these surveys should be done at least every 10 years.  
2 Commissioner Borgard suggested updating the survey and upgrading the previously  
3 surveyed buildings to the status of the State and National Historical Register. Ms.  
4 Blackwell said that is certainly a project to be considered, however there could have  
5 been some changes since 1996. Mr. Eidman suggested that New Castle stay  
6 consistently updated with surveying the area, in order to track the changes and  
7 history of the town.

8  
9 Ms. Blackwell then discussed the CLG grant program and the availability of this  
10 program to New Castle because of the CLG status. The grant programs offer funding  
11 for projects like surveying and it is typically recommended to hire a professional  
12 surveyor to perform the surveying work, to ensure that the survey is done  
13 accurately and efficiently. Survey plans are a priority for New Castle, in order to look  
14 at what New Castle's survey needs are and to prioritize the survey work based off of  
15 these needs. Ms. Blackwell stated for example to create a survey plan for New  
16 Castle for the next 5 years which would include surveying the commercial district,  
17 then a 10 year survey to include homes of a certain age, and finally a 15 year  
18 survey related to agriculture. Ms. Blackwell recommended that the next survey  
19 include residential properties as well. These properties may not represent their  
20 original appearance, however Ms. Blackwell believes these houses have a story to  
21 tell about the development of the town. This information will improve the overall  
22 knowledge base about New Castle and how it developed as a town and historically.

23  
24 Mr. Bruce Leland discussed a prior issue the Commission experienced when applying  
25 for a grant for New Castle's Museum. During this time, the Commissions' application  
26 was denied by History Colorado's OAHP because the Commission was planning on  
27 using the professional services of one of the Commissioners. Mr. Leland said at the  
28 time the Commission had started the application process to the time of submittal of  
29 the application, the rules may had changed. Mr. Leland then suggested to the OAHP  
30 an exemption rule be added to the application, for small towns because there are  
31 limited resources available. He also mentioned the Town of New Castle's  
32 Procurement Policy, which states that the Town of New Castle would prefer hiring  
33 local professionals, instead of hiring outside help. Mr. Eidman stated he was  
34 unaware of this issue and would research the matter when he returned to his office  
35 to see if there is a way to navigate being a small town with limited resources. Mr.  
36 Eidman then concluded the presentation and stated both himself and Ms. Blackwell  
37 would stay for the remainder of the meeting for observation purposes.

38  
39 **Consider Appointing Commission Chair and Vice-Chair**

40 The Commission unanimously agreed to postpone appointing a Commission Chair  
41 and Commission Vice-Chair until the next HPC meeting scheduled for Monday,  
42 August 18, 2014, when the other Commissioners would be available to comment.

43  
44 **Time Capsule: Location and final check of contents**

45 Mr. Tom Baker, Town Administrator, and Mr. Leland, requested in their  
46 Memorandum (Exhibit A), the Commission decide on a date and location for the time

1 capsule to be buried. Commissioner Stuckey stated the weekend of Burning  
2 Mountain Festival, and the location of Ritter Plaza would be the most appropriate  
3 time and location for the burial of the time capsule. Commissioner Borgard seconded  
4 this decision.

5  
6 Commissioner Erikson asked about the burial options of the time capsule. At the  
7 previous meeting in March, the Commission discussed using Plexiglas in order to  
8 view the time capsule from above ground. Commissioner Rippey said he would  
9 research the Plexiglas option in regards to the sustainability and preservation of  
10 both the capsule and the logo, over the 50 burial years. Mr. Leland then asked for  
11 Commissioner Stuckey's opinion on the Plexiglas option because of his knowledge  
12 with this material. Commissioner Stuckey stated his experience with Plexiglas has  
13 been that it yellows over the years and scratches. He suggested instead of using  
14 Plexiglas, some sort of glass compound should be used, such as bullet proof glass.  
15 Bullet proof glass would withstand inclement weather and help preserve the time  
16 capsule for the 50 year burial period.

17  
18 Mr. Leland suggested that the Historic Society may like to add some items to the  
19 time capsule. Mr. Leland said he also had a couple of items to add as well, including  
20 some of the paperwork that went into developing the Town of New Castle's new  
21 website. The current items that have been included are newspaper articles  
22 documenting New Castle's 125<sup>th</sup> Anniversary Celebration, various award pins, and  
23 historic photos.

24  
25 Mr. Leland stated the focus of the time capsule has been specifically New Castle and  
26 New Castle's 125<sup>th</sup> Anniversary Celebration. Mr. Leland then suggested that the time  
27 capsule could also include items that aren't specifically New Castle, for an example  
28 an iPhone. Commissioner Stuckey suggested adding items pertaining to Lakota  
29 Canyon Ranch & Warrior Golf and Coal Ridge High School. Mr. Leland said he would  
30 contact the school district for a yearbook and other similar items. Commissioner  
31 Borgard said he could add a flip phone, and he would ask Eric Williams about Castle  
32 Valley Ranch's before and after photos taken in the early 1990's. Commissioner  
33 Erikson suggested adding an explanation sheet of what items are in the time  
34 capsule. Mr. Leland said he would create the explanation sheet. The Commission  
35 agreed the deadline for any additional time capsule items would be the next HPC  
36 meeting, scheduled for Monday, August 18<sup>th</sup>, 2014.

37  
38 **Name the Trail: Located along the old Buster Brown irrigation ditch**

39 Town Council requested the Commissions' assistance in the Memorandum (Exhibit  
40 B), in naming the trail. Mr. Leland gave a brief introduction about the Buster Brown  
41 irrigation ditch line. This ditch line is on Town owned property, which Town Council  
42 has agreed to convert into a trail. The trail's location starts at the four-way  
43 intersection next to McDonalds and goes west into downtown New Castle. Mr. Leland  
44 stated the Roaring Fork Outdoor Volunteers would be helping build this trail for New  
45 Castle. However, Town Council would like a name for the trail, to help with  
46 advertising, and getting other volunteers to help build the trail.

1  
2 Mr. Leland also summarized his conversation with Mayor Bob Gordon. Mayor Gordon  
3 had suggested naming the trail Buster Brown Trail after Buster Brown, whom had  
4 previously owned the property. Mr. Leland said he was unfamiliar with the history of  
5 Buster Brown. Commissioner Erickson stated that the ditch was built a long time  
6 before Buster Brown owned the property. Also, there had been other property  
7 owners of the ditch as well, including the Jolley Family whom used the area for  
8 sheep herding.  
9

10 Commissioner Borgard suggested the trail be named after the Jolley Family, and  
11 made a motion that the new trail from the four-way intersection next to McDonalds  
12 heading west into downtown New Castle be named Jolley Trail. Commissioner  
13 Erickson seconded this motion and Commissioner Stuckey agreed with this motion.  
14 Mr. Leland said he would bring this decision to the Town Council for final approval.  
15

16 **Place Naming: Trails and other features that could be named in honor of**  
17 **someone or something**

18 Commissioner Borgard suggested adding either a sign to the Cemetery road or  
19 naming it Miller Trail, in honor of all the work Mike Miller, the cemetery surveyor,  
20 has done over the years. Mr. Leland suggested Commissioner Stuckey discuss with  
21 Town Council, this suggestion of Miller Trail.  
22

23 The Commission agreed to think about other areas in New Castle to be named after  
24 some of the people they would like to honor and discuss these ideas in more depth  
25 at the next meeting.  
26

27 **SET NEXT MEETING**


28 The Commission set its next regular meeting for Monday, August 18, 2014 at 6:30  
29 p.m., Town Hall.  
30

31 The meeting adjourned at 7:47 p.m.  
32



TOWN OF NEW CASTLE  
HISTORIC PRESERVATION COMMISSION

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40  
41  
42  
43

  
\_\_\_\_\_  
~~Steve Rippy~~ Commission Vice-Chair  
Larry Borgard

ATTEST:

  
\_\_\_\_\_  
Leah Feeley, Administrative Assistant

Memorandum

**To:** Historic Preservation Commission  
**From:** Tom Baker and Bruce Leland  
**Date:** March 17, 2014  
**Re:** 2013 Time Capsule: Picking a Place and Date for Burial

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Exhibit A  
to  
Historic Preservation Commission  
Minutes 07/21/14

**Purpose:** The purpose of this item is to pick a location and place for the time capsule to be buried.

**Background and Discussion:** As part of New Castle's Anniversary Year, the Council acquired a time capsule. LaRue Wentz and others lead the effort to discover documents to put in the time capsule (Bruce will bring contents to the meeting) and Bob Gordon discovered a brick made in New Castle in the 1800's also for the time capsule. To date, LaRue has no suggestion of where or when to bury it. LaRue and a small group of interested community members suggested that this capsule be opened in 50 years so that there will be someone around that remembers the Anniversary Year events.

**Request:** We are requesting that HPC offer their ideas for:

- A place to bury the time capsule
- A date for the burial to take place
- Suggestions for additional time capsule materials
- A future date to open the time capsule.

Memorandum

To: Historic Preservation Commission  
From: Town Council  
Date: June 3, 2014  
Re: Name for "High Trail"

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Exhibit B  
to  
Historic Preservation Commission  
Minutes 07/21/14

The Town is planning a footpath trail from the McDonald's area to the beginning of Main Street residential area. Roaring Fork Outdoor Volunteers will build this trail on October . The trail is located along the old Buster Brown irrigation ditch alignment just above SH 6 on the north side.

Some names have been offered for consideration:

- Buster Brown Trail
- Marshal Rennix Trail
- High Trail

The Council has requested the HPC's assistance in naming this trail.

Thank you.