

**New Castle Historic Preservation Commission  
Thursday, January 28, 2016, 6:00 p.m., Town Hall**

**Call to order**

Commission Chair Virginia Erickson called the meeting to order at 6:00 p.m.

**Roll Call**

Present      Chair Erickson  
                 Commissioner Blaylock  
                 Commissioner Rippy  
                 Commissioner Riddile

Absent      Vice Chair Borgard

Also present at the meeting were Town Clerk Melody Harrison, Administrative Assistant Ryan Muse and Mark Rodman, Preservation Technical Services Manager for the History Colorado Center.

**Meeting Notice**

Administrative Assistant Ryan Muse verified that the Clerk's office gave notice of the meeting in accordance with Resolution TC-2016-1.

**Conflicts of Interest**

There were no conflicts of interest.

**Citizen Comments on Items NOT on Agenda**

There were no citizen comments.

**Review Minutes from Previous Meeting**

The commission offered corrections to the minutes.

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

**Special Guest Mark Rodman, Preservation Technical Services Manager from the History Colorado Center**

Technical Services Manager Rodman introduced himself and explained that part of his job was to work with Certified Local Governments (CLGs) for the State of Colorado, which included the Town of New Castle. Mr. Rodman explained that he was the Town of New Castle's contact for historical matters and training. He added that he was also the point of contact for matters concerning historic buildings. Mr. Rodman said that he was currently traveling to various CLGs throughout Colorado to familiarize himself with the different communities as well as let the communities know he was available for contact. Chair Erickson welcomed him to New Castle and thanked him for coming.

**Discussion: Historical Survey of Residential Buildings**

Commissioner Rippy asked Administrative Assistant Ryan Muse if Town Planner Tim Cain had composed letters about whether citizens who live in historic buildings would be interested in participating in a historic survey. Assistant Muse replied that he did not know. Commissioner Rippy said that he had an 1893 Sanborn map and he had compared the different residential lots with the assessor's records in order to come up with the property owner's name, mailing address and street address so there was a cross reference of the information. Commissioner Rippy said that focused his search on buildings prior to 1920. Commissioner Rippy said that there were a large number of buildings that were in the Town of New Castle prior to 1920. Commissioner Rippy said that he would like to obtain the 1900 and 1905 Sanborn maps that are at the New Castle Museum to pinpoint the exact year of the building's construction. Chair Erickson commented that before the 1896 Vulcan Mine explosion that killed 49 New Castle Citizens, the town had a large number of houses. Commissioner Rippy said that when the Historical Preservation Commission first decided to start the survey process, citizens were contacted via a letter and seven homeowners showed interest. Commissioner Rippy said that when the Commission looked at the price of a survey for seven homes compared to a much larger number, it made economic sense to pursue more properties. Commissioner Riddle asked who performed the survey. Commissioner Rippy replied that when the Commercial survey was done in 1996, it was performed by the Front Range Research Associates.

#### **Commission Comments**

Commissioner Rippy asked if Commissioner Riddle had served on the Historic Preservation Commission with him in the past. Commissioner Riddle replied that he had. Commissioner Rippy said that he would like to update the Town's cemetery website to change it from the current .pdf to a detailed list that would possibly be interactive. Commissioner Riddle asked if Commissioner Rippy would like to approach the Town Council regarding the matter. Commissioner Rippy replied that the first step he would like the Commission to take is to find out the cost of building a webpage. Commissioner Rippy asked Town Clerk Melody Harrison who designed the New Castle website. Town Clerk Harrison replied that it was AJ Design and Monument Graphics. Clerk Harrison said that the Town of New Castle staff did most of the updates for the Town website and the Town staff will research what it would take to create the style of interactive page suggested by Commissioner Rippy. Commissioner Rippy said he would look for a cemetery website that was similar to one he would like the commission to create, and then he would forward that site to Clerk Harrison and Assistant Muse so they could research what it would take to create such a page.

#### **Set Next Meeting**

**MOTION: Commissioner Rippy made a motion that the next meeting take place on February 22, 2016, at 6:30 p.m. The motion was seconded by Commissioner Riddle and it passed unanimously.**

Mr. Rodman said that the National Parks Services gives money to the Colorado History Center (CHC) that in turn gives grants to Preservation Commissions of Certified Local Governments (CLGs) for historical work. The grants were given out once a year and many of the grants go to survey projects similar to the residential survey the New Castle Historic Preservation Commission was taking part in. The grant applications are due in November. Mr. Rodman said that because the money came from the Federal Government, there was no exact time for when the funds would be distributed, but generally the grants were dispersed in April. Mr. Rodman said that the CHC matches the Federal grants so the CLG would not have to match funds.

Mr. Rodman said that a couple years ago the Town of La Veta, Colorado received a survey grant. In order for La Veta to obtain enough buildings to take part in their residential survey, they set an area that they wanted to survey and then surveyed every building in that set area. Mr. Rodman said that after the Town of La Veta surveyed every building, they set a public meeting to give citizens historic information about their homes, and they called homeowners who did not attend the meeting to offer them historic information about their house. This stimulated a lot of interest from the community. The Town of La Veta hoped this method would result in a large number of homeowners who wanted to have their house designated a historic building. Mr. Rodman did not know how many people ended up requesting to have their home designated but he said this method was one way a CLG got a lot of interest from citizens. Chair Erickson asked what the population of La Veta was. Mr. Rodman said that it is a little smaller than New Castle.


Mr. Rodman said that the only caveat that existed in order to obtain a CHC grant was that the survey must be available for public viewing. Mr. Rodman said that a lot of communities will designate some money towards the survey in order show the grant committee that they were committed to the project. Mr. Rodman said that he was not part of the committee who awarded the grants so if the Town of New Castle was able to send him the grant application a month early he could review it and give the town feedback before the application was officially submitted. Mr. Rodman said that the grant application will change in 2016 to include pictures but said the main points will remain the same as the 2015 application. Mr. Rodman said he would send Assistant Muse a copy of the 2015 grant for the Commission to review.

**MOTION: Commissioner Rippy made a motion to adjourn the meeting. Commissioner Riddile seconded the motion and it passed unanimously.**

The meeting adjourned at 6:29 p.m.

Respectfully submitted,

Town of New Castle  
Historic Preservation Commission

  
Commission Chair Virginia Erickson

ATTEST:

  
Town Clerk Melody Harrison, CMC

