



## Historic Preservation Board Agenda - Final

Chair John Beystehner  
Vice-Chair Robert Lange  
Carlos Salinas  
Mike Borgelt  
Dennis Duffin  
Peter Gould  
Scott Ashburn  
Liaison Ron Claussen

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Wednesday, October 5, 2022

6:00 PM

Hybrid Board Meeting  
Town Hall Council Chambers  
100 N. Wilcox Street  
Castle Rock, CO 80104  
Online: <https://crgov.webex.com/crgov>  
Phone-in: 720-650-7664  
Meeting Number: 2489 443 7373  
Meeting Password: 2022HPBMeeting

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This hybrid meeting is open to the public and will be held in a virtual format in accordance with the Board and Commission Electronic Participation, Connected and Hybrid Meeting Policy. Public may choose to attend in person at Town Hall or electronically or by phone if preferred. This meeting will be hosted online and can be accessed using link and meeting information above.

To access full meeting details, please visit:

[www.crgov.com/Town Government/Boards and Commissions/Historic Preservation Board](http://www.crgov.com/Town%20Government/Boards%20and%20Commissions/Historic%20Preservation%20Board) and click on the "View current agenda packet" link.

Remote participants please sign up to speak by sending an email to the Development Services Long Range Project Manager, Brad Boland ([bboland@crgov.com](mailto:bboland@crgov.com)) no later than 1 pm on the day of the hearing, to be added to the list of speakers. Public comments may also be given in person or submitted in writing via email, to be included in the public record.

**\*\* ALL TIMES ARE APPROXIMATE \*\***

5:30 pm DINNER FOR BOARD MEMBERS

6:00 pm CALL TO ORDER / ROLL CALL

6:02 pm CERTIFICATION OF MEETING

6:03 pm APPROVAL OF MINUTES

[HPB](#)  
[2022-017](#)

July 6, 2022 Historic Preservation Board Meeting Minutes

6:05 pm TOWN COUNCIL UPDATE

**6:10 pm PUBLIC HEARING ITEMS**

[HPB  
2022-018](#)

**420 Jerry Street Downtown Historic Preservation Grant Application  
(Chamber of Commerce)  
North 37.5 Ft Lot 17 And W ½ Lot 18 Block 13 Town of Castle Rock**

[HPB  
2022-019](#)

**420 Jerry Street Local Restoration Grant Application  
North 37.5 Ft Lot 17 And W ½ Lot 18 Block 13 Town of Castle Rock  
[Chamber of Commerce, Siding Replacement]**

**6:30 pm DISCUSSION ACTION ITEMS**

[HPB  
2022-020](#)

**Town Manager's Update: School District Property at 312 Cantril  
Street**

**6:45 pm DESIGN REVIEW BOARD UPDATE**

**6:50 pm CASTLE ROCK HISTORICAL SOCIETY AND MUSEUM LIAISON UPDATE**

**7:00 pm BOARD MEMBER ITEMS**

**Check for quorum for upcoming meetings:**

**Nov. 2, 2022**

**Dec. 7, 2022**

**7:15 pm ITEMS FROM STAFF / INFORMATIONAL ITEMS**

**8:00 pm ADJOURN**



# Town of Castle Rock

## Agenda Memorandum

**Agenda Date:** 10/5/2022

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**Item #:** **File #:** HPB 2022-017

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**To:** Members of the Historic Preservation Board

**From:** Historic Preservation Board Administrator

**July 6, 2022 Historic Preservation Board Meeting Minutes**

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### Executive Summary

Attached are the meeting minutes from the July 6, 2022 Historic Preservation Board meeting for your review and approval.



## Historic Preservation Board Meeting Minutes

Chair John Beystehner  
Vice-Chair Robert Lange  
Carlos Salinas  
Mike Borgelt  
Dennis Duffin  
Peter Gould  
Scott Ashburn  
Liaison Ron Claussen

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Wednesday, July 6, 2022

6:00 PM

**Hybrid Board Meeting**  
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**100 N. Wilcox Street**  
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**Online: <https://crgov.webex.com/crgov>**  
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**\*\* ALL TIMES ARE APPROXIMATE \*\***

### **DINNER FOR BOARD MEMBERS**

### **CALL TO ORDER / ROLL CALL**

The meeting was called to order at 6:00 p.m. by Chair Beystehner.

**Present** 6 - Chair John Beystehner, Carlos Salinas, Mike Borgelt, Vice Chair Robert Lange, Dennis Duffin, and Scott Ashburn

**Not Present** 1 - Peter Gould

**Attendance** 7 - Liaison Ron Claussen, Desiree LaFleur, Kevin Wrede, Sharon Chavez, Carissa Ahlstrom, Lena McClelland, and Sandra Aguilar

### **CERTIFICATION OF MEETING**

Mr. Wrede confirmed the meeting and agenda had been noticed in accordance with the Open Meetings Law.

## APPROVAL OF MINUTES

[HPB 2022-015](#) Minutes: June 1, 2022 Historic Preservation Board Meeting Minutes

**Attachments:** [HPB06.01.2022Minutes-DRAFT](#)

**Moved by Borgelt, seconded by Duffin, that the Historic Preservation Board meeting minutes for June 1, 2022 be approved as presented. The motion passed by the following vote: 6 to 0**

**Yes:** 6 - Chair Beystehner, Salinas, Borgelt, Duffin, Vice Chair Lange, and Ashburn

**Not Present:** 1 - Gould

## TOWN COUNCIL UPDATE

None.

## PUBLIC HEARING ITEMS

[HPB RESO 2022-004](#) Resolution No. HPB RESO 2022-004: A Resolution Approving a Request for a Landmark Alteration Certificate for 217 Fourth Street/403 Wilcox Street (Keystone Hotel)

Lots 4-6 Block 13 Town of Castle Rock Except North 30 Ft Lots 4 & 5 and Except North 30 Ft of East 10 Feet of Lot 6, Town of Castle Rock, County of Douglas, Colorado

**Attachments:** [Staff Memorandum](#)

[Attachment A: Vicinity Map](#)

[Attachment B: Resolution Approving a Request for a Landmark Alteration Certificate for 217 Fourth St. \(Keystone Hotel\)](#)

[Attachment C: Local Landmark Designation Staff Report and Ordinance](#)

[Attachment D: National Register of Historic Places File](#)

[Attachment E: Proposed Plans and Elevation](#)

[Public Document: Staff Presentation](#)

[Public Document: Applicant Presentation](#)

Mr. Wrede presented Resolution 2022-004, a resolution approving a request for a landmark alteration certificate for 217 Fourth Street/403 Wilcox Street (Keystone Hotel) - Lots 4-6 Block 3 Town of Castle Rock except North 30 Ft. Lots 4 & 5 and except North 30 Ft of East 10 Feet of Lot 6, Town of Castle Rock, County of Douglas, Colorado. The proposed alteration is an enclosed, open-air patio on the west side of the property and an additional building entrance. Staff recommends approval.

Applicant: Shane Martin, architect for Arrow B, provided additional details and approves of the Board's suggestion to set the patio wall back from the Rhyolite stone building front.

Public comment: none

**Moved by Lange, seconded by Borgelt to approve the resolution to request for a landmark alteration certification for the property formerly known as the Keystone Hotel. The motion passed by the following vote: 6 to 0**

**Yes:** 6 - Chair Beystehner, Salinas, Borgelt, Duffin, Vice Chair Lange, and Ashburn

**Not Present:** 1 - Gould

[HPB 2022-016](#) Demolition: Request for Demolition of the Building Located at 414 North Perry Street, Lot 4A, Block 11 Town of Castle Rock, County of Douglas, State of Colorado

**Attachments:** [Staff Memorandum](#)

[Attachment A: Cultural Resource Survey, Updated 2021](#)

[Attachment B: Neighborhood Meeting Summaries](#)

[Public Document: Staff Presentation](#)

Mr. Wrede presented HPB 2022-016: Request for demolition of the building located at 414 North Perry St., Lot 4A, Block 11, Town of Castle Rock, County of Douglas, State of Colorado. The applicant is requesting demolition of this property that is not historically landmarked and is in dire condition. Since the original building was built prior to 1945, demolition requires a recommendation from the Historic Preservation Board and approval from Town Council.

Applicant: Paul Myhill, property owner, provided details regarding the state of the building and the proposed Perry Street Social, the planned new business.

Public comment: None

**Moved by Lange, seconded by Ashburn to recommend to Town Council to approve for the demolition of the building located at 414 N. Perry St. The motion passed by the following vote: 6 to 0**

**Yes:** 6 - Chair Beystehner, Salinas, Borgelt, Duffin, Vice Chair Lange, and Ashburn

**Not Present:** 1 - Gould

## DESIGN REVIEW BOARD UPDATE

Lange reported that the Design Review Board had a purely administrative meeting with the passing of the updated bylaws and election of officers.

## CASTLE ROCK HISTORICAL SOCIETY AND MUSEUM LIAISON UPDATE

Mr. Claussen reported that the Victorian Tea was sold out as is the Trolley Tour for July 9. Thursday night presentations are well attended though they have been affected by parking restrictions. The Scavenger Hunt continues to grow with 60+ group sheets submitted. The society is considering a Trolley tour in the fall.

## BOARD MEMBER ITEMS

### Check for quorum for upcoming meetings

Chair Beystehner checked for quorum and Board member Duffin will miss the Aug. 3 meeting but all Board members present plan to attend Sept. 7.

**ITEMS FROM STAFF / INFORMATIONAL ITEMS**

Mr. Wrede reported that comments and concerns discussed by the Board members is always taken into consideration and Board member Salinas' request that all applications consider the historical significance of their actions be taken is always a crucial consideration.

**ADJOURN**

**Moved by Beystehner, seconded by Lange to adjourned the meeting at 7:18 p.m.  
The motion passed by the following vote: 6 to 0**

**Yes:** 6 - Chair Beystehner, Salinas, Borgelt, Duffin, Vice Chair Lange, and Ashburn

**Not Present:** 1 - Gould

\*\*\*\*\*

Minutes approved by the Historic Preservation Board on \_\_\_\_\_ by a vote of \_\_\_\_\_ in favor, \_\_\_\_\_ opposed, with \_\_\_\_\_ abstention(s).

\_\_\_\_\_  
Historic Preservation Board



# Town of Castle Rock

## Agenda Memorandum

**Agenda Date:** 10/5/2022

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**Item #:** **File #:** HPB 2022-018

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**To:** Members of the Historic Preservation Board

**From:** Brad Boland, AICP Long Range Project Manager, Development Services

**420 Jerry Street Downtown Historic Preservation Grant Application (Chamber of Commerce)  
North 37.5 Ft Lot 17 And W ½ Lot 18 Block 13 Town of Castle Rock**

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### Executive Summary

The Castle Rock Chamber Foundation, located at 420 Jerry Street, is requesting a downtown historic preservation grant to assist with the cost of siding replacement with like materials.

Please see the attached staff memorandum and associated attachments for full project details.

### Attachments

Staff Memorandum

Attachment A: Vicinity Map

Attachment B: Downtown Historic Preservation Grant Application

Attachment C: Downtown Historic Preservation Grant Policy





Meeting Date: October 5, 2022

## AGENDA MEMORANDUM

**To:** Historic Preservation Board Members

**From:** Brad Boland, AICP Long Range Project Manager  
Development Services

**Title:** **420 Jerry Street Downtown Historic Preservation Grant Application  
(Chamber of Commerce)  
North 37.5 Ft Lot 17 And W ½ Lot 18 Block 13 Town of Castle Rock**

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### Executive Summary

In November of 2020, Town Council adopted a new Downtown Historic Preservation Grant Policy. The purpose of the Town's ***Downtown Historic Preservation Grant Program*** is to provide monetary assistance with rehabilitation and restoration of historic properties within the Downtown Overlay District (DOD) for exterior improvements. These grants are available up to 50% of the project cost up to \$25,000. These funds are awarded to property owners within the DOD on a two-round, competitive basis as recommended by the Historic Preservation Board and approved by Town Council. Staff received no applications for the first round of 2022, and received only one application for the second round, which closed on August 1, 2022.

The Castle Rock Chamber Foundation, located at 420 Jerry Street (**Attachment A**), are requesting a downtown historic preservation grant to assist with the cost of siding replacement with like materials (**Attachment B**). The Chamber of Commerce building, also known as the Christensen House and Victoria's House, is locally landmarked. This downtown historic preservation grant request is for \$25,000.

### Background

#### *Matching Historic Preservation Grant – June, 1995*

A \$10,000 grant from the Town of Castle Rock and the Colorado Historical Society for interior and exterior renovations including cleaning the stone, tuck pointing masonry and roofing.

### Discussion

The Chamber of Commerce building is located at 420 Jerry Street, at the south east corner of 4<sup>th</sup> Street and Jerry St. The building is also known as the Christenson House and/or Victoria's House was built in 1889. The most prominent owner of the house was Victoria Christenson, who lived in the house from sometime in the 1910's until her death in 1942. In 1995, a landmark alteration certificate was approved for the east addition of the building.

## **Analysis**

When Town Council adopted the resolution creating the downtown historic preservation grant program, Council also adopted the policy to which the grant applications should be considered (**Attachment C**). This application met the eligibility requirements, deadline to submit, and included all of the required submittal documents (**Attachment B**). This independent staff analysis takes into account the representations made in the application and attachments submitted to date.

### *Grant Criteria and Prioritization (per the Downtown Historic Preservation Grant Policy)*

The Historic Preservation Board and Town Council will consider grant applications based on the following priorities:

- Whether the property already has a Landmark Designation
  - Properties with National or State Landmark Designation take priority over Locally Landmarked properties
- The request is for matching funds for an already-awarded State Historic Fund grant or other National grant for historic preservation
- The property is not landmarked but is in need of restoration/rehabilitation, as determined by the Historic Preservation Board
- The building faces Courthouse Square (Douglas County building at 301 N. Wilcox Street, surround by Fourth Street, Wilcox Street, Third Street, and Jerry Street)
- The property is within Downtown Core District, as defined in CRMC 17.42.070.B, Downtown Overlay District
- Whether the property is owned or leased by a non-profit organization
- The project meets the Secretary of Interior Standards for historic preservation
- The applicant's ability to provide the required matching funds and to complete the project

*Analysis: The grant request meets this criterion and is the only grant application submitted for the 2022 funding cycle. The property is locally landmarked. The property is within the Downtown Core District of the Downtown Overlay District. The Chamber of Commerce is a non-profit organization. The applicant is providing the required matching funds to complete the project. Lastly, the project meets the Secretary of Interior Standards for historic preservation.*

## **Budget Impact**

Staff has not received any other downtown historic preservation grant applications for 2022 consideration. Therefore, the total 2022 budget of \$50,000 is available.

## **Recommendation**

Staff believes this grant application meets the goals of the Downtown Historic Preservation Grant Policy. Therefore, staff recommends that the Historic Preservation Board recommends approval to Town Council of this downtown historic preservation grant application.

### **Proposed Motion**

I move to recommend that Town Council approve a Downtown Historic Preservation Grant for \$25,000 to assist with the siding replacement for the Chamber of Commerce, located at 420 Jerry Street, per the grant application submitted by the property owner.

### **Attachments**

Attachment A: Vicinity Map

Attachment B: Downtown Historic Preservation Grant Application

Attachment C: Downtown Historic Preservation Grant Policy



Subject Property

Unincorporated  
Douglas County

420 Jerry St Vicinity Map





# HISTORIC PRESERVATION BOARD APPLICATION

PROJECT NAME: Victoria House - New Siding and Paint

PROPERTY ADDRESS / GENERAL LOCATION: 420 Jerry St. Castle Rock, Corner of 5th + Jerry

LEGAL DESCRIPTION: North 37 1/2 Ft Lot 17 and W 1/2 Lot 18 BLK 13, Town of Castle Rock 0.20A.M.

PROJECT DESCRIPTION: Replace siding on outside of house to original materials and paint white (which we believe was original color when house was built)

STATE PARCEL NO. 2505-112-08-004

**PLEASE CHECK APPLICATION TYPE:**

- DESIGN REVIEW LANDMARK
- ALTERATION CERTIFICATE
- DEMOLITION
- PROPERTY LANDMARKING
- RELOCATION

- LOCAL DESIGN ASSISTANCE GRANT
- LOCAL RESTORATION GRANT
- DOWNTOWN GRANT
- TAX CREDIT REVIEW

OTHER: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**PROPERTY OWNER INFORMATION:**

Name \_\_\_\_\_  
 Company Castle Rock Chamber Foundation  
 Address 420 Jerry St.  
Castle Rock, CO 80104  
 Phone 303-688-4597 or 303-520-4663  
 Email kfm Footprints@gmail.com

[Signature]  
 Property Owner Signature (Required)

**REPRESENTATIVE INFORMATION:**

Name Sue Turner  
 Company Castle Rock Chamber Foundation  
 Address 420 Jerry St.  
Castle Rock, CO 80104  
 Phone 303-688-4597  
 Email Sue@Castlerock.org

\_\_\_\_\_  
 Representative Signature (Required)

Additional names and contact information to send project comments to (e.g., engineer, architect):

Name \_\_\_\_\_  
 Company \_\_\_\_\_  
 Email \_\_\_\_\_

Name \_\_\_\_\_  
 Company \_\_\_\_\_  
 Email \_\_\_\_\_

Staff Use Only	
Date Received: _____	Project No. _____
Application Fee: \$ _____	Received: <input type="checkbox"/>
	Staff Contact: _____

*Achieving the Community Vision through Excellence, Dedication and Service*

The quotes received to replace the siding with like materials range from \$35K to \$57K at full price. The \$35K quote is being requoted (as the original quote was received in March, 2022, and with price increases will likely also increase the quote). I have requested a revised quote, however, as of July 30, that has not yet been received.

Our project budget is \$50,000, however, if we receive a lower bid (between the \$35 and \$50K), we may accept that proposal.

The scope of the project is to re-side the cedar siding on the existing building with like materials and structure (there are shake shingles on the 2<sup>nd</sup> floor, and cedar lap-siding on other portions). Our goal is to complete this project this calendar year.

I have attached two quotes, as our third company is not able to meet the scope of the project using like materials, so their quote has been omitted, as it does not meet the requirements.

There are no elevation changes that will occur with the replacement of the siding.

Statement of Historical Significance:

Victoria's House, located at 420 Jerry Street, Castle Rock, CO, is a rhyolite and cedar sided house, and was built in 1889. It was designated as a Historic Landmark by the Castle Rock Historic Preservation Board. The Mason brick was installed October 3, 1995.

Victoria Christensen (the namesake of the house) was a teacher and known as "a beautiful socialite and leader of women's groups." She inherited the house from her parents in 1917, after their purchase of the house in 1896. Victoria lived at the residence until she passed in the house on December 9, 1942. Her spirit still remains.

House Pictures for Grant

Carrie Lohr <carriemlohr@gmail.com>

Fri 07/29/2022 9:46 AM

To: Sue Turner <Sue@CastleRock.org>

Sent from my iPhone

















## Downtown Historic Preservation Grant Policy

### **PURPOSE:**

The purpose of the Downtown Historic Preservation Grant program is to provide monetary assistance with rehabilitation and restoration of historic properties within the Downtown Overlay District for exterior improvements. The properties do not require landmark status. The intent is to enhance the historic fabric of downtown buildings and seek to better ensure their long term viability regardless of landmark status. The existing Historic Preservation Grant Program for landmarked properties, which has a yearly budget of \$15,000, would continue as a separate program. This Downtown Historic Preservation Grant would have a yearly budget of \$50,000 in available funds, which would be awarded on a two-round, competitive basis as recommended by the Historic Preservation Board and approved by Town Council.

### **ELIGIBILITY:**

Any property within the Downtown Overlay District (CRMC 17.42.070.B) is eligible to apply for a grant as long as the following are met:

- Buildings with historic landmark designation
- Building must have been built at least 50 years ago
- Building does not require landmark designation but must demonstrate historical significance
- Building exhibits the architectural integrity of the era during which the building was constructed, associated with an historic event or person, or other historical significance as determined by the Historic Preservation Board

The property owner may apply for the grant or the tenant of the property, with the owner's consent.

### **ELIGIBLE PROJECT COSTS:**

The maximum grant request is \$25,000 of matching funds per calendar year. The Town will match funds depending upon the following project type:

- Up to 25% for roof repair or maintenance of mechanical systems
- Up to 50% for all other exterior work (design, façade, signage, building or site improvements)
- Interior construction not associated with any of the above project types are not eligible

### **GRANT PROCESS:**

#### **GRANT DEADLINES:**

The grant process is competitive, with two rounds yearly. The first round applications would be due by February 1 of each year and would be awarded by April 15 of the same year. The second round applications would be due by August 1 with awards by October 15. Grant applications for emergency repairs may be considered at any time. A total of \$50,000 in grants will be available per year. If \$50,000 in grants is awarded during the first round, the second round will not occur.

#### **GRANT APPLICATION:**

Property owners or tenants interested in applying for a Downtown Historic Preservation Grant would need to submit a complete application packet to the Historic Preservation Board staff liaison for consideration by the Historic Preservation Board and by Town Council. The application must include:

## ATTACHMENT C

- Pre-application meeting with staff
- Grant Application with property owner's signature
- Existing Photographs of the Property
- Historic photographs of property, if available
- Statement of historical significance
- Project Description/Narrative
- Elevations of the proposed changes
- Specifications of proposed materials, including a materials and color exhibit
- Proposed budget
- Project timeline/schedule, including projected completion date
- A minimum of three construction bids from contractors licensed and registered with the Town of Castle Rock, Building Department

### GRANT CRITERIA AND PRIORITIZATION:

The Historic Preservation Board and Town Council will consider grant applications based on the following priorities:

- Whether the property already has a Landmark Designation
  - Properties with National or State Landmark Designation take priority over Locally Landmarked properties
- The request is for matching funds for an already-awarded State Historic Fund grant or other National grant for historic preservation
- The property is not landmarked but is in need of restoration/rehabilitation, as determined by the Historic Preservation Board
- The building faces Courthouse Square (Douglas County building at 301 N. Wilcox Street, surround by Fourth Street, Wilcox Street, Third Street, and Jerry Street)
- The property is within Downtown Core District, as defined in CRMC 17.42.070.B, Downtown Overlay District
- Whether the property is owned or leased by a non-profit organization
- The project meets the Secretary of Interior Standards for historic preservation
- The applicant's ability to provide the required matching funds and to complete the project

### GRANT AWARD REQUIREMENTS:

Once the Historic Preservation Board recommends and Town Council awards the grant, the applicant must:

- Enter into a contract, which details the project and funding breakdown, with the Town
- Agree to encumber property with a historic preservation easement to the Town upon completion of the project, which includes but is not limited to the following:
  - Easement would be in perpetuity unless altered by Town Council action
  - Property will be maintained
  - Historic Character of the property will remain intact
  - The property may not be demolished/razed for redevelopment
- The project must be completed within two years of grant award



## ATTACHMENT C

- After project completion and receipt of a Certificate of Occupancy (or as approved upon inspection by Town Staff if no Certificate of Occupancy is required), the applicant may request reimbursement of the grant amount



# Town of Castle Rock

## Agenda Memorandum

**Agenda Date:** 10/5/2022

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**Item #:** **File #:** HPB 2022-019

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**To:** Members of the Historic Preservation Board

**From:** Brad Boland, AICP, Long Range Project Manager, Development Services

**420 Jerry Street Local Restoration Grant Application**  
**North 37.5 Ft Lot 17 And W ½ Lot 18 Block 13 Town of Castle Rock**  
**[Chamber of Commerce, Siding Replacement]**

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### Executive Summary

The Castle Rock Chamber of Commerce, the owner of property located at 420 Jerry Street, is requesting a local rehabilitation grant to assist with the cost of replacing the siding with like materials. The Christenson House/Victoria's House is locally landmarked. This local grant request is for \$2,000.

Please see the attached staff memorandum and associated attachments for full project details.

### Attachments

Staff Memorandum

Attachment A: Vicinity Map

Attachment B: Local Restoration Grant Application



Meeting Date: October 5, 2022

## AGENDA MEMORANDUM

**To:** Historic Preservation Board Members

**From:** Brad Boland, AICP, Long Range Project Manager  
Development Services

**Title:** **420 Jerry Street Local Restoration Grant Application**  
**North 37.5 Ft Lot 17 And W ½ Lot 18 Block 13 Town of Castle Rock**  
**[Chamber of Commerce, Siding Replacement]**

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### Executive Summary

The purpose of the Town's **Historic Preservation Local Restoration Grant Program** is to provide monetary assistance to owners of landmarked properties for rehabilitation and restoration projects. These grants are available for up to 50% of the project cost. Staff believes that this proposal will help preserve an important Castle Rock landmark, the Chamber of Commerce (also known as the Christenson House and Victoria's House).

The Castle Rock Chamber of Commerce, the owner of property located at 420 Jerry Street (**Attachment A**), is requesting a local rehabilitation grant to assist with the cost of replacing the siding with like materials (**Attachment B**). The Christenson House/Victoria's House is locally landmarked. This local grant request is for \$2,000.

### Background

#### Downtown Historic Preservation Grant – October 5, 2022

The applicant has submitted an application for the Downtown Historic Preservation Grant for \$25,000 for the project that will be considered by the Historic Preservation Board for recommendation to Town Council.

#### Matching Historic Preservation Grant – June, 1995

A \$10,000 grant from the Town of Castle Rock and the Colorado Historical Society for interior and exterior renovations including cleaning the stone, tuck pointing masonry and roofing.

### Discussion

The Chamber of Commerce building is located at 420 Jerry Street, at the south east corner of 4<sup>th</sup> Street and Jerry St. The building, also known as the Christenson House and/or Victoria's House was built in 1889. The most prominent owner of the house was Victoria Christenson, who lived in the house from sometime in the 1910's until her death in 1942. In 1995, a landmark alteration certificate was approved for the east addition of the building.

The local restoration grant program is available for designated historic properties for up to 50% of the project cost, or a maximum of \$2,000. However, additional funding can be reviewed on a case-by-case basis. The projected cost of the project is \$35,000 to \$57,000.

## **Analysis**

### **Economic Incentives for Historic Restoration 15.64.050.C**

In addition to any incentives that may be offered by the State and/or other potential funding sources, an owner of a Landmark or a Contributing Structure in the Historic Downtown Area may be eligible to apply for the following economic incentives for the Restoration or Rehabilitation of the property, and such additional incentives as may be developed by the Historic Preservation Board and authorized by the Town Council:

C. Local Restoration Grant Program. The purpose of this program is to provide Historic Landmarks monetary assistance with Rehabilitation or Restoration projects. Grants will be issued for Restoration, Reconstruction and Rehabilitation projects. Generally, these grants would be available for smaller projects, such as sanding and re-painting a facade, reconstruction of windows, re-roofing or reconstruction of porches. However, larger projects or State Historic Fund cash match projects may be considered.

*Analysis: The grant request meets this criterion. The property is locally landmark This local grant would help reimburse the property owner for the siding replacement.*

## **Budget Impact**

The Historic Preservation Board has approved a total \$10,560 in local restoration grants in 2022. Therefore, the 2022 budget has \$4,440 remaining of available funds.

## **Recommendation**

Staff believes this grant application meets the goals of the Town's Vision and Master Plan and Historic Preservation Plan. Therefore, staff recommends approval of this local restoration grant application for the requested \$2,000.

## **Proposed Motion**

### **Option 1: Approval of Full Grant Request**

*"I move to approve a grant for \$2,000 to assist with the replacement of siding with like materials of the Chamber of Commerce building, located at 420 Jerry Street, per the grant application submitted by the property owner."*

### **Option 2: Approval of Different Amount**

*"I move to approve a grant for \$(a different amount if desired) to assist with the replacement of siding with like materials of the Chamber of Commerce building, located at 420 Jerry St., per the grant application submitted by the property owner."*

**Option 3: Denial**

*“I move to deny a grant to assist with the replacement of siding with like materials of the Chamber of Commerce building, located at 420 Jerry Street, based on the following findings:” (list reasons for denial)*

**Option 4: Continue item to next hearing (need more information to make decision)**

*“I move to continue this item to the next regular Historic Preservation Board meeting on Nov 2, 2022, as additional information on (\_\_\_\_\_) is needed.”*

**Attachments**

Attachment A: Vicinity Map

Attachment B: Local Restoration Grant Application



Unincorporated  
Douglas County

Subject Property

420 Jerry St Vicinity Map

■ Subject Property
 


0 62.5 125 250 Feet



# HISTORIC PRESERVATION BOARD APPLICATION

PROJECT NAME: Victoria House - New Siding and Paint

PROPERTY ADDRESS / GENERAL LOCATION: 420 Jerry St. Castle Rock - Corner of 5th & Jerry

LEGAL DESCRIPTION: North 37 1/2 Ft. Lot 17 and W 1/2 Lot 13 & 13 Town of Castle Rock 0.20 Acre

PROJECT DESCRIPTION: Replace siding on outside of house to original materials and paint white (which we believe was original color, when house was built).

STATE PARCEL NO. 2505-112-08-004

**PLEASE CHECK APPLICATION TYPE:**

- |   |   |                                       |
|---|---|---------------------------------------|
| <input type="checkbox"/> DESIGN REVIEW LANDMARK | <input type="checkbox"/> LOCAL DESIGN ASSISTANCE GRANT      | <input type="checkbox"/> OTHER: _____ |
| <input type="checkbox"/> ALTERATION CERTIFICATE | <input checked="" type="checkbox"/> LOCAL RESTORATION GRANT | _____                                 |
| <input type="checkbox"/> DEMOLITION             | <input type="checkbox"/> DOWNTOWN GRANT                     | _____                                 |
| <input type="checkbox"/> PROPERTY LANDMARKING   | <input type="checkbox"/> TAX CREDIT REVIEW                  | _____                                 |
| <input type="checkbox"/> RELOCATION             |   | _____                                 |

**PROPERTY OWNER INFORMATION:**

Name \_\_\_\_\_

Company Castle Rock Chamber Foundation

Address 420 Jerry St.  
Castle Rock, CO 80104

Phone 303.688.4597 or 303.520.4663

Email Kate.Fordprints@gmail.com

[Signature]

Property Owner Signature (Required)

**REPRESENTATIVE INFORMATION:**

Name Sue Turner

Company Castle Rock Chamber Foundation

Address 420 Jerry St.  
Castle Rock, CO 80104

Phone 303.688.4597

Email Sue@Castlerock.org

\_\_\_\_\_  
Representative Signature (Required)

Additional names and contact information to send project comments to (e.g., engineer, architect):

Name \_\_\_\_\_

Company \_\_\_\_\_

Email \_\_\_\_\_

Name \_\_\_\_\_

Company \_\_\_\_\_

Email \_\_\_\_\_

Staff Use Only	
Date Received: _____	Project No. _____
Application Fee: \$ _____ Received: <input type="checkbox"/>	Staff Contact: _____

**Achieving the Community Vision through Excellence, Dedication and Service**

The quotes received to replace the siding with like materials range from \$35K to \$57K at full price. The \$35K quote is being requoted (as the original quote was received in March, 2022, and with price increases will likely also increase the quote). I have requested a revised quote, however, as of July 30, that has not yet been received.

Our project budget is \$50,000, however, if we receive a lower bid (between the \$35 and \$50K), we may accept that proposal.

The scope of the project is to re-side the cedar siding on the existing building with like materials and structure (there are shake shingles on the 2<sup>nd</sup> floor, and cedar lap-siding on other portions). Our goal is to complete this project this calendar year.

I have attached two quotes, as our third company is not able to meet the scope of the project using like materials, so their quote has been omitted, as it does not meet the requirements.

There are no elevation changes that will occur with the replacement of the siding.



Statement of Historical Significance:

Victoria's House, located at 420 Jerry Street, Castle Rock, CO, is a rhyolite and cedar sided house, and was built in 1889. It was designated as a Historic Landmark by the Castle Rock Historic Preservation Board. The Mason brick was installed October 3, 1995.

Victoria Christensen (the namesake of the house) was a teacher and known as "a beautiful socialite and leader of women's groups." She inherited the house from her parents in 1917, after their purchase of the house in 1896. Victoria lived at the residence until she passed in the house on December 9, 1942. Her spirit still remains.

## House Pictures for Grant

Carrie Lohr <carriemlohr@gmail.com>

Fri 07/29/2022 9:46 AM

To: Sue Turner <Sue@CastleRock.org>

Sent from my iPhone























# Town of Castle Rock

## Agenda Memorandum

**Agenda Date:** 10/5/2022

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**Item #:** **File #:** HPB 2022-020

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**To:** Members of the Historic Preservation Board

**From:** David L. Corliss, Town Manager

**Town Manager's Update: School District Property at 312 Cantril Street**

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