



# Historic Preservation Board Agenda - Final-Amended

Robert Lange  
Christopher Plucinski  
Dan Ahrens  
Alan Hannasch  
Melanie Vezzani  
Robin Warnke  
Susan Thayer  
Liaison David Roh

Wednesday, February 5, 2025

6:00 PM

Town Hall  
100 N. Wilcox Street  
Castle Rock, CO 80104

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

**5:30 pm DINNER FOR BOARD MEMBERS**

**6:00 pm CALL TO ORDER / ROLL CALL**

**6:00 pm CERTIFICATION OF MEETING**

**6:01 pm APPROVAL OF MINUTES**

[HPB](#)

**December 4, 2024 Historic Preservation Board Meeting**

[2025-003](#)

**Minutes**

**Attachments:**

[December 4, 2024 Historic Preservation Board Meeting Minutes](#)

**6:01 pm RESOLUTION OF APPRECIATION**

[HPB RESO](#)

**Resolution of Appreciation: John Beystehner, Historic Preservation Board**

[2025-001](#)

**Attachments:**

[Resolution of Appreciation: John Beystehner, Historic Preservation Board](#)

[HPB RESO](#)

**Resolution of Appreciation: Diane Evans, Historic Preservation Board**

[2025-002](#)

**Attachments:**

[Resolution of Appreciation: Diane Evans, Historic Preservation Board](#)

[HPB RESO](#)

**Resolution of Appreciation: Mike Borgelt, Historic Preservation Board**

[2025-003](#)

**Attachments:**

[Resolution of Appreciation: Mike Borgelt, Historic Preservation Board](#)

[HPB RESO](#)

**Resolution of Appreciation: Peter Gould, Historic Preservation Board**

[2025-004](#)

**Attachments:**

[Resolution of Appreciation: Peter Gould, Historic Preservation Board](#)

[HPB RESO](#)

**Resolution of Appreciation: Scott Ashburn, Historic Preservation Board**

[2025-005](#)

**Attachments:**

[Resolution of Appreciation: Scott Ashburn, Historic Preservation Board](#)

[HPB RESO  
2025-006](#)

**Resolution of Appreciation: Ron Claussen, Historic Preservation Board Liaison**

*Attachments:* [Resolution of Appreciation: Ron Claussen, Historic Preservation Board](#)

**6:05 pm ELECTION OF OFFICERS, ETC.**

[HPB  
2024-032](#)

**Election of 2024-2025 Historic Preservation Board Chair**

[HPB  
2024-033](#)

**Election of 2024-2025 Historic Preservation Board Vice Chair (if needed)**

[HPB  
2025-001](#)

**Appointment of Design Review Board Representative**

**6:09 pm TOWN COUNCIL UPDATE**

**6:11 pm DISCUSSION ACTION ITEMS**

[HPB  
2025-002](#)

**Castle Rock Historical Society and Museum Historic Preservation Month Contribution Request**

*Attachments:* [Staff Memo](#)

**6:25 pm DESIGN REVIEW BOARD UPDATE**

**6:27 pm CASTLE ROCK HISTORICAL SOCIETY AND MUSEUM LIAISON UPDATE**

**6:30 pm BOARD MEMBER ITEMS**

**Check for quorum for upcoming meetings**

**March 5, 2025**

**April 2, 2025**

**6:32 pm ITEMS FROM STAFF / INFORMATIONAL ITEMS**

**6:35 pm ADJOURN TO TRAINING SESSIONS: LEGAL & GENERAL**



# Town of Castle Rock

## Agenda Memorandum

**Agenda Date: 2/5/2025**

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**Item #: File #: HPB 2025-003**

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

**From:** Historic Preservation Board Administrator

**December 4, 2024 Historic Preservation Board Meeting Minutes**

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### **Executive Summary**

Attached are the meeting minutes from the December 4, 2024 Historic Preservation Board meeting for your review and approval.



## Historic Preservation Board Meeting Minutes - Draft

Chair John Beystehner  
Vice Chair Diane Evans  
Robert Lange  
Scott Ashburn  
Mike Borgelt  
Peter Gould  
Christopher Plucinski  
Liaison Ron Claussen

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Wednesday, December 4, 2024

6:00 PM

Town Hall Council Chambers  
100 N. Wilcox Street  
Castle Rock, CO 80104

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

### DINNER FOR BOARD MEMBERS

### CALL TO ORDER / ROLL CALL

- Present** 5 - Boardmember Robert Lange, Boardmember Peter Gould, Boardmember Scott Ashburn, Vice Chair Diane Evans, and Boardmember Christopher Plucinski
- Not Present** 1 - Boardmember Mike Borgelt
- Attendance** 5 - Liaison Ron Claussen, Brad Boland, David Roh, Darcie Hartman, and Tara Vargish

### CERTIFICATION OF MEETING

Mr. Boland certified that the meeting and agenda had been noticed in accordance with the requirements of the Open Meetings Law.

### APPROVAL OF MINUTES

**Moved by Boardmember Lange, seconded by Boardmember Ashburn, to Approve HPB 2024-031 as presented. The motion passed by a vote of: 5 to 0.**

- Yes:** 5 - Boardmember Lange, Boardmember Gould, Boardmember Ashburn, Vice Chair Evans, and Boardmember Plucinski
- Not Present:** 1 - Boardmember Borgelt

[HPB 2024-031](#)

**November 6, 2024 Historic Preservation Board Meeting**

**Minutes**

### ELECTION OF OFFICERS, ETC.

Election of officers was tabled for a future meeting.

[HPB 2024-032](#)

**Election of 2024-2025 Historic Preservation Board Chair**

[HPB 2024-033](#)

**Election of 2024-2025 Historic Preservation Board Vice Chair (if needed)**

### TOWN COUNCIL UPDATE

### PUBLIC HEARING ITEMS

[HPB RESO  
2024-003](#)

Resolution No. HP 2024-03: A Resolution Approving a Request for a Landmark Alteration Certificate for 110 North Lewis Street (Jacob Kroll House)

Lot 4 and the north ½ of Lot 5, Block 16, Craig & Gould’s Addition to Castle Rock, County of Douglas, State of Colorado

Mr. Boland presented on HPB RESO 2024-003: A Resolution Approving a Request for a Landmark Alteration Certificate for 110 N Lewis Street (Jacob Kroll House). Boardmember Lange asked for clarification on the size of the current siding vs. the siding on the proposed addition, Mr. Boland responded. Boardmember Lange asked for clarification on the age of the previous addition to the property, Mr. Boland responded. Nathan Albers, Ronin Design, and Brian Nugent, applicant, gave a presentation. There was no public comment. Boardmember Gould expressed his concern on the proposed siding size for the addition.

**Moved by Boardmember Gould, seconded by Boardmember Lange, to Approve HPB Resolution HPB RESO 2024-003 with the condition that the siding of the addition match the siding on the house. The motion passed by a vote of: 5 to 0.**

**Yes:** 5 - Boardmember Lange, Boardmember Gould, Boardmember Ashburn, Vice Chair Evans, and Boardmember Plucinski

**Not Present:** 1 - Boardmember Borgelt

**DESIGN REVIEW BOARD UPDATE**

Boardmember Lange gave an update.

**CASTLE ROCK HISTORICAL SOCIETY AND MUSEUM LIAISON UPDATE**

Mr. Roh gave an update. Mr. Boland offered his thanks and appreciation to Ron Claussen for his service to the Board as Liaison over the past few years. Vice Chair Evans echoed the thanks.

**BOARD MEMBER ITEMS**

**Check for quorum for upcoming meetings**

**Special Meeting January 15, 2025**

**February 4, 2025**

**ITEMS FROM STAFF / INFORMATIONAL ITEMS**

None.

**ADJOURN**

**Moved by Boardmember Ashburn, seconded by Boardmember Gould, to adjourn. The motion passed by a vote of: 5 to 0.**

**Yes:** 5 - Boardmember Lange, Boardmember Gould, Boardmember Ashburn, Vice Chair Evans, and Boardmember Plucinski

**Not Present:** 1 - Boardmember Borgelt

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

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Historic Preservation Board



# Town of Castle Rock

## Agenda Memorandum

**Agenda Date: 2/5/2025**

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**Item #: File #:** HPB RESO 2025-001

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

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

**Resolution of Appreciation: John Beystehner, Historic Preservation Board**

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### Executive Summary

Please see the attached Resolution of Appreciation honoring the service of John Beystehner, as a member of the Historic Preservation Board.

**RESOLUTION NO. HPB RESO 2025-001**

**A RESOLUTION IN APPRECIATION HONORING THE SERVICE OF  
JOHN BEYSTEHNER AS A HISTORIC PRESERVATION BOARD  
MEMBER**

*WHEREAS, John Beystehner, as a Historic Preservation Board Member for the Town of Castle Rock, serving June 2017 through November 2024, significantly contributed to the implementation of recommendations concerning development within the Historic Downtown Area.*

*WHEREAS, the performance of his duties and responsibilities were characterized by his dedication to the planning and development of the Town of Castle Rock and has contributed his experience, time, and interest to this advisory group.*

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN OF CASTLE ROCK, COLORADO, HISTORIC PRESERVATION BOARD THAT THE SERVICE OF JOHN BEYSTEHNER AS A HISTORIC PRESERVATION BOARD MEMBER IS DEEPLY APPRECIATED.**

*PASSED, APPROVED AND ADOPTED this the 5<sup>th</sup> day of February 2025, by the Historic Preservation Board of the Town of Castle Rock, Colorado on first and final reading, by a vote of \_\_\_\_\_ for and \_\_\_\_\_ against.*

**TOWN OF CASTLE ROCK  
DEVELOPMENT SERVICES  
DEPARTMENT**

**TOWN OF CASTLE ROCK  
HISTORIC PRESERVATION  
BOARD**

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*Tara Vargish, Director*

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*Chairperson*





# Town of Castle Rock

## Agenda Memorandum

**Agenda Date: 2/5/2025**

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**Item #: File #:** HPB RESO 2025-002

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

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

**Resolution of Appreciation: Diane Evans, Historic Preservation Board**

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### **Executive Summary**

Please see the attached Resolution of Appreciation honoring the service of Diane Evans, as a member of the Historic Preservation Board.

**RESOLUTION NO. HPB RESO 2025-002**

**A RESOLUTION IN APPRECIATION HONORING THE SERVICE OF  
DIANE EVANS AS A HISTORIC PRESERVATION BOARD MEMBER**

*WHEREAS, Diane Evans, as a Historic Preservation Board Member for the Town of Castle Rock, serving June 2023 through December 2024, significantly contributed to the implementation of recommendations concerning development within the Historic Downtown Area.*

*WHEREAS, the performance of her duties and responsibilities were characterized by her dedication to the planning and development of the Town of Castle Rock and has contributed her experience, time, and interest to this advisory group.*

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN OF CASTLE ROCK, COLORADO, HISTORIC PRESERVATION BOARD THAT THE SERVICE OF DIANE EVANS AS A HISTORIC PRESERVATION BOARD MEMBER IS DEEPLY APPRECIATED.**

*PASSED, APPROVED AND ADOPTED this the 5<sup>th</sup> day of February 2025, by the Historic Preservation Board of the Town of Castle Rock, Colorado on first and final reading, by a vote of \_\_\_\_\_ for and \_\_\_\_\_ against.*

**TOWN OF CASTLE ROCK  
DEVELOPMENT SERVICES  
DEPARTMENT**

**TOWN OF CASTLE ROCK  
HISTORIC PRESERVATION  
BOARD**

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*Tara Vargish, Director*

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*Chairperson*



# Town of Castle Rock

## Agenda Memorandum

**Agenda Date: 2/5/2025**

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**Item #: File #:** HPB RESO 2025-003

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

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

**Resolution of Appreciation: Mike Borgelt, Historic Preservation Board**

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### Executive Summary

Please see the attached Resolution of Appreciation honoring the service of Mike Borgelt, as a member of the Historic Preservation Board.

**RESOLUTION NO. HPB RESO 2025-003**

**A RESOLUTION IN APPRECIATION HONORING THE SERVICE OF MIKE BORGELT AS A HISTORIC PRESERVATION BOARD MEMBER**

*WHEREAS, Mike Borgelt, as a Historic Preservation Board Member for the Town of Castle Rock, serving February 2021 through December 2024, significantly contributed to the implementation of recommendations concerning development within the Historic Downtown Area.*

*WHEREAS, the performance of his duties and responsibilities were characterized by his dedication to the planning and development of the Town of Castle Rock and has contributed his experience, time, and interest to this advisory group.*

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN OF CASTLE ROCK, COLORADO, HISTORIC PRESERVATION BOARD THAT THE SERVICE OF MIKE BORGELT AS A HISTORIC PRESERVATION BOARD MEMBER IS DEEPLY APPRECIATED.**

*PASSED, APPROVED AND ADOPTED this the 5<sup>th</sup> day of February 2025, by the Historic Preservation Board of the Town of Castle Rock, Colorado on first and final reading, by a vote of \_\_\_\_\_ for and \_\_\_\_\_ against.*

**TOWN OF CASTLE ROCK  
DEVELOPMENT SERVICES  
DEPARTMENT**

**TOWN OF CASTLE ROCK  
HISTORIC PRESERVATION  
BOARD**

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*Tara Vargish, Director*

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*Chairperson*



# Town of Castle Rock

## Agenda Memorandum

**Agenda Date: 2/5/2025**

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**Item #: File #:** HPB RESO 2025-004

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

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

**Resolution of Appreciation: Peter Gould, Historic Preservation Board**

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### Executive Summary

Please see the attached Resolution of Appreciation honoring the service of Peter Gould, as a member of the Historic Preservation Board.

**RESOLUTION NO. HPB RESO 2025-004**

**A RESOLUTION IN APPRECIATION HONORING THE SERVICE OF  
PETER GOULD AS A HISTORIC PRESERVATION BOARD MEMBER**

*WHEREAS, Peter Gould, as a Historic Preservation Board Member for the Town of Castle Rock, serving June 2022 through December 2024, significantly contributed to the implementation of recommendations concerning development within the Historic Downtown Area.*

*WHEREAS, the performance of his duties and responsibilities were characterized by his dedication to the planning and development of the Town of Castle Rock and has contributed his experience, time, and interest to this advisory group.*

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN OF CASTLE ROCK, COLORADO, HISTORIC PRESERVATION BOARD THAT THE SERVICE OF PETER GOULD AS A HISTORIC PRESERVATION BOARD MEMBER IS DEEPLY APPRECIATED.**

*PASSED, APPROVED AND ADOPTED this the 5<sup>th</sup> day of February 2025, by the Historic Preservation Board of the Town of Castle Rock, Colorado on first and final reading, by a vote of \_\_\_\_\_ for and \_\_\_\_\_ against.*

**TOWN OF CASTLE ROCK  
DEVELOPMENT SERVICES  
DEPARTMENT**

**TOWN OF CASTLE ROCK  
HISTORIC PRESERVATION  
BOARD**

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*Tara Vargish, Director*

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*Chairperson*



# Town of Castle Rock

## Agenda Memorandum

**Agenda Date: 2/5/2025**

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**Item #: File #:** HPB RESO 2025-005

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

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

**Resolution of Appreciation: Scott Ashburn, Historic Preservation Board**

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### Executive Summary

Please see the attached Resolution of Appreciation honoring the service of Scott Ashburn, as a member of the Historic Preservation Board.

**RESOLUTION NO. HPB RESO 2025-005**

**A RESOLUTION IN APPRECIATION HONORING THE SERVICE OF  
SCOTT ASHBURN AS A HISTORIC PRESERVATION BOARD MEMBER**

*WHEREAS, Scott Ashburn, as a Historic Preservation Board Member for the Town of Castle Rock, serving June 2022 through December 2024, significantly contributed to the implementation of recommendations concerning development within the Historic Downtown Area.*

*WHEREAS, the performance of his duties and responsibilities were characterized by his dedication to the planning and development of the Town of Castle Rock and has contributed his experience, time, and interest to this advisory group.*

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN OF CASTLE ROCK, COLORADO, HISTORIC PRESERVATION BOARD THAT THE SERVICE OF SCOTT ASHBURN AS A HISTORIC PRESERVATION BOARD MEMBER IS DEEPLY APPRECIATED.**

*PASSED, APPROVED AND ADOPTED this the 5<sup>th</sup> day of February 2025, by the Historic Preservation Board of the Town of Castle Rock, Colorado on first and final reading, by a vote of \_\_\_\_\_ for and \_\_\_\_\_ against.*

**TOWN OF CASTLE ROCK  
DEVELOPMENT SERVICES  
DEPARTMENT**

**TOWN OF CASTLE ROCK  
HISTORIC PRESERVATION  
BOARD**

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*Tara Vargish, Director*

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*Chairperson*





# Town of Castle Rock

## Agenda Memorandum

**Agenda Date: 2/5/2025**

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**Item #: File #:** HPB RESO 2025-006

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

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

**Resolution of Appreciation: Ron Claussen, Historic Preservation Board Liaison**

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### **Executive Summary**

Please see the attached Resolution of Appreciation honoring the service of Ron Claussen, as a Liaison of the Historic Preservation Board.

**RESOLUTION NO. HPB RESO 2025-006**

**A RESOLUTION IN APPRECIATION HONORING THE SERVICE OF  
RON CLAUSSEN AS A HISTORIC PRESERVATION BOARD LIAISON**

*WHEREAS, Ron Claussen, as a Historic Preservation Board Liaison for the Town of Castle Rock, serving August 2021 through December 2024, significantly contributed to the implementation of recommendations concerning development within the Historic Downtown Area.*

*WHEREAS, the performance of his duties and responsibilities were characterized by his dedication to the planning and development of the Town of Castle Rock and has contributed his experience, time, and interest to this advisory group.*

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN OF CASTLE ROCK, COLORADO, HISTORIC PRESERVATION BOARD THAT THE SERVICE OF RON CLAUSSEN AS A HISTORIC PRESERVATION BOARD LIAISON IS DEEPLY APPRECIATED.**

*PASSED, APPROVED AND ADOPTED this the 5<sup>th</sup> day of February 2025, by the Historic Preservation Board of the Town of Castle Rock, Colorado on first and final reading, by a vote of \_\_\_\_\_ for and \_\_\_\_\_ against.*

**TOWN OF CASTLE ROCK  
DEVELOPMENT SERVICES  
DEPARTMENT**

**TOWN OF CASTLE ROCK  
HISTORIC PRESERVATION  
BOARD**

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*Tara Vargish, Director*

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*Chairperson*



# Town of Castle Rock

## Agenda Memorandum

**Agenda Date: 2/5/2025**

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**Item #: File #: HPB 2024-032**

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

**From:** Historic Preservation Board Administrator

**Election of 2024-2025 Historic Preservation Board Chair**

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### **Executive Summary**

The Board will nominate and elect a Board member to serve as Chairperson for the 2024-2025 term.



# Town of Castle Rock

## Agenda Memorandum

**Agenda Date: 2/5/2025**

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**Item #: File #: HPB 2024-033**

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

**From:** Historic Preservation Board Administrator

**Election of 2024-2025 Historic Preservation Board Vice Chair (if needed)**

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### **Executive Summary**

The Board will nominate and elect a Board member to serve as Vice Chairperson for the 2024-2025 term.



# Town of Castle Rock

## Agenda Memorandum

**Agenda Date: 2/5/2025**

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**Item #: File #:** HPB 2025-001

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

**From:** Historic Preservation Board Administrator

### **Appointment of Design Review Board Representative**

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#### **Executive Summary**

The Board will nominate and elect for recommendation to Council, one member to serve as a Design Review Board Representative for the remainder of the 2025 term.



# Town of Castle Rock

## Agenda Memorandum

**Agenda Date:** 2/5/2025

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**Item #:** **File #:** HPB 2025-002

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

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

### **Castle Rock Historical Society and Museum Historic Preservation Month Contribution Request**

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#### **Executive Summary**

The Castle Rock Historical Society and Museum is requesting a \$750 contribution from the Town of Castle Rock and this Historic Preservation Board to assist with the costs of their Historic Preservation Month trolley rides and scavenger hunt called "Scavenge the Rock".



Meeting Date: February 5, 2025

## **AGENDA MEMORANDUM**

**To:** Historic Preservation Board Members

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

**Title:** **Castle Rock Historical Society and Museum Historic Preservation Month Contribution Request**

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### **Executive Summary**

The Castle Rock Historical Society and Museum is requesting a \$750 contribution from the Town of Castle Rock and this Historic Preservation Board to assist with the costs of their Historic Preservation Month trolley rides and scavenger hunt called "Scavenge the Rock".

### **Discussion**

Historic Preservation Month is observed nationwide each May to promote, educate, and celebrate the importance of preserving historical sites, buildings, and cultural heritage. The National Trust for Historic Preservation began National Preservation Week in 1973 and extended the celebration to the entire month of May in 2005. Historic Preservation Month provides an opportunity to meet one of the goals of the Historic Preservation Board in the provision of educational opportunities to increase public appreciation of the Town's unique heritage. The Town of Castle Rock Historic Preservation Board and the Castle Rock Historical Society and Museum (Historical Society) have collaborated over the years to put on Historic Preservation Month programming.

For 2025, as with past years, the Historical Society will be providing guided trolley tours through the historic downtown area and will be putting on "Scavenge the Rock". A total of five trolley tours will be held on Saturday, May 4 and are free to the public. The "Scavenge the Rock" is a scavenger hunt that takes participants to historical buildings in the Historic Downtown and local business. "Scavenge the Rock" takes places throughout the month and participants who score enough points and return their clue sheets to the Museum are entered into a drawing to win prizes. For the past few years, the Historic Preservation Board has financially contributed to the Historical Society through money budgeted for historic preservation activities. The past several years the Board has contributed \$500 to help offset costs. Due to increased costs, the Historical Society is asking for an increased amount of \$750 this year.

## **Budget Impact**

There is \$7,000 budgeted in 2025 for historic preservation activities. The full budget is available at this time.

## **Recommendation**

Staff believes that the partnership with Historical Society has been beneficial in achieving the goal of the Historic Preservation Board to provide educational opportunities to increase public appreciation of the Town's unique heritage. The amount requested fits within the budget for historic preservation activities.

## **Proposed Motion**

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

*"I move to approve a contribution of \$750 to the Castle Rock Historical Society and Museum to assist with Historic Preservation Month activities.*

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

*"I move to approve a contribution of \$(a different amount if desired) to the Castle Rock Historical Society and Museum to assist with Historic Preservation Month activities*

### **Option 3: Denial**

*"I move to deny a contribution to assist with the cost of Historic Preservation Month activities, 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 March 5, 2025, as additional information on (\_\_\_\_\_) is needed."*