



Meeting Date: December 3, 2025

## AGENDA MEMORANDUM

**To:** Historic Preservation Board Members

**From:** Brad Boland, AICP, Planning Manager, Development Services

**Title:** **203 North Perry Street Local Restoration Grant Application  
(Little School on Perry Street/Saunders House)**

**Lot 6 & South ½ of Lot 5, Block 22, Town of Castle Rock, County of Douglas, State of Colorado**

### 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 typically available for up to \$2,000 and cannot exceed 50% of the project cost; however, the Board may award additional funding provided the amount does not exceed 50% of total project cost.

The Little School on Perry Street, located at 203 North Perry Street (the Saunders House), is requesting a local restoration grant for up to \$10,000 to assist with exterior restoration work including siding replacement, window restoration, and roof replacement.



Vicinity

## Background

### Town Council National Register of Historic Places – January 2003

Town Council approved an ordinance designating the Saunders House as a local landmark.

### Town Council – January 3, 2024

The Historic Preservation Board approved a Landmark Alteration Certificate (LAC) that included improvements of the landmarked structure to bring it back closer to its original design, construct a new building addition to connect the existing two buildings, and site improvements. The improvements for the purpose of operating a licensed infant and toddler childcare facility.

### Town Council – November 19, 2024

Town Council, with recommendation from the Historic Preservation Board, voted to provide a \$25,000 Downtown Historic Preservation Grant for the scope of work approved per the LAC for the restoration of the landmarked structure.

## Discussion

The Little School on Perry Street is also known as the Saunders House, originally constructed in 1874 as a two-room home by George Lord. The home has undergone multiple additions and modifications throughout its history, and it was locally landmarked in 2003. Since 2021, the property has been under its current ownership and is in the final stages of a major rehabilitation project approved by the Historic Preservation Board on January 3, 2024.

The approved scope includes restoring the landmarked structure by removing deteriorated vinyl siding and installing appropriate lap siding, restoring or replacing historic wood windows, and replacing the aging roof. The property will operate as a licensed infant and toddler childcare facility upon completion. The project is nearing completion and has an anticipated opening date of December 1, 2025.

The applicant is requesting up to a \$10,000 local restoration grant to assist with costs associated with siding replacement, window restoration, and roof repair and replacement. These elements are consistent with eligible activities under the Local Restoration Grant Program. Staff has previously reviewed the bid materials and believes that total restoration costs will exceed the threshold necessary to qualify for the local restoration grant request in addition to the already approved Downton Historic Preservation Grant. Final eligible costs will be verified by staff once all invoices and final project documentation are submitted.

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.

## 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: Per CRMC 15.64.050(C), the Local Restoration Grant Program is intended to support restoration, reconstruction, and rehabilitation projects for local landmarks. The Little School on Perry Street is a locally landmarked property, and the proposed work—siding, windows, and roof restoration—qualifies as eligible restoration activities. The restoration work aligns with the Secretary of the Interior’s Standards for Rehabilitation, as well as the goals of the Town’s Vision, Master Plan, and Historic Preservation Plan. The project was evaluated and approved by the Historic Preservation Board through the approved Landmark Alteration Certificate.*

**Budget Impact**

The Historic Preservation Board has not approved a local restoration grant in 2025. Therefore, the 2025 budget has \$15,000 remaining of available funds.

**Recommendation**

Staff believes this grant application meets the goals of the Town’s Vision, Master Plan, and Historic Preservation Plan. Therefore, staff recommends approval of a local restoration grant of up to \$10,000. As the full annual budget of \$15,000 remains available, staff finds the requested amount appropriate given the scope of the project, the remaining year-end balance, and prior precedent for awarding larger grants when justified by project scope and available funds.

**Proposed Motion**

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

*“I move to approve a grant for up to \$10,000 to assist with the restoration of the Saunders House, located at 203 North Perry 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 cost of restoration of the Saunders House, located at 203 North Perry Street, per the grant application submitted by the property owner.”*

**Option 3: Denial**

*"I move to deny a grant to assist with the cost of restoration of the Saunders House, located at 203 North Perry 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 January 7, 2026, as additional information on (\_\_\_\_\_) is needed."*

**Attachments**

Attachment A: Vicinity Map

Attachment B: Images

Attachment C: Cultural Resources Survey