



Meeting Date: November 19, 2024

## **AGENDA MEMORANDUM**

**To:** Honorable Mayor and Members of Town Council

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

**From:** Tara Vargish, PE, Director, Development Services  
Brad Boland, AICP Long Range Project Manager  
Development Services

**Title:** **203 North Perry Street Downtown Historic Preservation 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**

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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, 25% for roof repair, 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 and received a single application for the second round, which closed on August 1, 2024.

The Little School on Perry Street, located at 420 Jerry Street (**Attachment A**), is requesting a Downtown Historic Preservation Grant to assist with the restoration of the building with a scope that includes siding, windows, and roof repair and replacement. (**Attachment B**). The Little School on Perry Street, also known as the Saunders House, is locally landmarked. This Downtown Historic Preservation Grant request is for up to \$25,000.

### **Discussion**

The Little School on Perry Street is located at 203 North Perry Street, at the north east corner of Second Street and Perry St. The building is also known as the Saunders House. The home was originally a two-room home and was built by George Lord in 1874. Mr. Lord was superintendent of Douglas County Schools in 1868, the first County Treasurer circa 1875 and the first Douglas County Representative to the Colorado Legislature from 1876 – 1878. The property was sold in 1882 and would go through a series of owners that would construct various additions and make changes to the

property over the years. In 1950, Ben Saunders Jr. and his wife Sylvia Elizabeth (Bette) Saunders purchased the property. They would make numerous changes to the property. Mrs. Saunders applied for the property to be locally landmarked, which was approved in 2003. Since Mrs. Saunders death in 2004, the property has changed hands several times and was put into commercial use in approximately 2009.

The property has been under the current ownership since 2021. On January 3, 2024 the Historic Preservation Board approved a landmark alteration certificate (LAC) to remove the detached garage and add an addition on the rear of the building (**Attachment C**). The proposed work includes the restoration of the landmarked structure which includes the replacing of the existing vinyl siding, windows, and roof. Upon completion of the work, the building will be used as a child care center.

Town staff has reviewed the bid for the overall project and believes that restoration costs are sufficient enough to meet the matching requirement of 50% of exterior work and 25% of roof repair for the request of \$25,000. Staff will work with the applicant to further break out the specific restoration costs from the bid. If the restoration work does not meet the threshold for the full \$25,000 grant award upon completion of the work, the final amount of the grant awarded will be adjusted appropriately.

### **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 D**). 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 priorities and there are sufficient funds for all Downtown Historic Preservation Grants applications received. The property is locally landmarked. The property is within the Downtown Core District of the Downtown Overlay District. The applicant is providing the required matching funds to complete the project. Lastly, the project was approved by the Historic Preservation Board on January 3, 2024 and found that the project meets the Secretary of Interior Standards for historic preservation.*

### **Budget Impact**

A total of \$50,000 was budgeted for the Downtown Historic Preservation Grant in 2024. No grant applications were received for the first round of funding. The \$50,000 is sufficient to fund this grant application if it were to be approved.

### **Recommendation**

On October 2, 2024, the Historic Preservation Board voted 4-0 to recommend that Town Council approve both grant requests.

### **Proposed Motion**

I move to recommend that Town Council approve a Downtown Historic Preservation Grant for up to \$25,000 to assist with the restoration work on the Little School on Perry Street, also known as the Saunders House, located at 203 North Perry Street, per the grant application submitted by the property owner.

### **Attachments**

- Attachment A: Vicinity Map
- Attachment B: Resolution
- Attachment C: Downtown Historic Preservation Grant Application
- Attachment D: Approved Plans
- Attachment E: Downtown Historic Preservation Grant Policy