



**TOWN OF CASTLE ROCK**  
Historic Preservation Board  
Regular Meeting  
January 3, 2018  
Minutes

Chair Martin called the meeting to order at 5:59 p.m.

**Roll Call:**

**Board Members Present:** Shaun Martin (Chair), Board Members Carlos Salinas, Rebecca Smoldt, Michelle Wimmer, Lucia McConnell and John Beystehner

**Board Members Absent:** Desiree LaFleur (Vice Chair)

**Town Council Members Present:** Jason Bower

**Staff Members Present:** Julie Kirkpatrick, Long Range Project Manager and Staff Liaison  
Julie Parker, Recording Secretary

**Certification of Meeting:** (6:00 p.m.) Julie Parker confirmed that notice of this meeting and the agenda had been posted and witnessed in accordance with the requirements of the Open Meetings Law.

**Approval of Minutes – October 25, 2017 Special Meeting:** Board Member Beystehner moved to approve the minutes as written. The motion was seconded by Board Member Wimmer.

**Passed:** 6-0

**Unscheduled Public Appearances:** One citizen attended and approached the Board with concerns with the upcoming Rock Park Re-Zoning Ordinance. The citizen was encouraged to attend the upcoming Planning Commission meeting where the Ordinance will be reviewed.

**Town Council Update:** Councilman Bower gave the following updates to the Board:

- New fire trucks have been purchased.
- Funeral services for Deputy Parrish will be held Friday, January 5, 2018. There will be road closures along I-25.
- Interviews for the Citizen Advisory Committee will be taking place soon.

**Board Member Items:**

- Historic Preservation Month Subcommittee Update:
  - Members Rebecca Smoldt and Lucia McConnell distributed a list of ideas they had gathered for the Historic Preservation Month.
  - Lucia suggested that supplying new banners to landmarked properties as well as adding banners to historically significant properties would be a good idea.
  - The committee agreed that working in conjunction with the Historical Society's annual theme would be a good idea.
  - A coloring book promoting Castle Rock Historic Preservation to be presented to school-age children was also proposed. Subcommittee members will follow up with Douglas County School District.
  - The subcommittee requested that Board members email their opinions, ideas and feedback of the proposed activities to the entire Board and Ms. Kirkpatrick, prior to next month's meeting.

- Lucia would like Ms. Kirkpatrick to check on the possibility of having the annual Historic Preservation Month Celebration become a budgeted item, Ms. Kirkpatrick agreed to get more information from Finance.
- Councilman Bower reminded the Board that they could also request grant funds from Council.
- Potential Craig and Gould Historic District Update:
  - Ms. Kirkpatrick is expecting a Draft version of the Reconnaissance Survey by mid-February with a final report expected in March.
- It was suggested that the Board consider some type of recognition of Judy Hostetler's long service to the Board. A Resolution of Appreciation was recommended for next meeting.

**Staff Updates:** Ms. Kirkpatrick gave the following updates to the Board:

- The ADU Ordinance passed on its 1<sup>st</sup> reading at Town Council with a couple of requests for additional information. The 2<sup>nd</sup> reading of the Ordinance to Town Council is scheduled for January 16, 2018. The Board requests that Ms. Kirkpatrick have Tammy King, Zoning Manager, come back to the Historic Preservation Board to update them afterwards.
- Downtown Parking Requirements Ordinance will be moving forward, look for an Open House to be scheduled some time in the first quarter of 2018.
- Ms. Kirkpatrick offered the following subjects for upcoming Study Sessions:
  - A visit from the State Historic Preservation Office to discuss Tax Incentives
  - A discussion with State Historic Preservation Office on Rehab Standards and Guidelines
  - Visiting other municipality's Board meetings (use as a training session for CLG requirements)
  - Meet and Greet with the Design Review Board
  - Saving Places Conference Update (Member Salinas to attend 2.1.18)
- There are no hearing items scheduled for the February meeting as of yet

**Adjourn:** (7:02 p.m.) Chair Martin adjourned the meeting to the tour of the Town Hall Addition, led by Ms. Kirkpatrick.

Minutes approved by the Historic Preservation Board on February 7, 2018 by a vote of \_\_\_\_\_ in favor, \_\_\_\_\_ opposed, with \_\_\_\_\_ abstention(s).

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Historic Preservation Board Chair

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