

## AGENDA MEMORANDUM

**To:** Historic Preservation Board Members

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

**Title:** **Resolution No. HPB RESO 2024-002: A Resolution Approving a Request for a Landmark Alteration Certificate for 415 N. Perry Street (City Hotel)**

**THE SOUTH 10.00 FEET OF LOT 2 AND ALL OF LOT 3, BLOCK 12, TOWN OF CASTLE ROCK, COUNTY OF DOUGLAS, STATE OF COLORADO AND THE NORTH 49.84 FEET OF LOT 4, BLOCK 12, TOWN OF CASTLE ROCK, COUNTY OF DOUGLAS, STATE OF COLORADO.**

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### Executive Summary

The City Hotel, located at 415 N. Perry Street (**Attachment A**), was designated a Historic Landmark by the Town of Castle Rock in May of 1998 by Ordinance No. 1998-11 (**Attachment C**). The applicant, White Development is proposing to rehabilitate the existing City Hotel building and construct a four-story building that will include food and beverage spaces and ground-floor retail. Any exterior alteration of a Landmark, including modifications to windows, doors, siding, porches or other character defining feature and additions requires Historic Preservation Board approval of a Landmark Alteration Certificate.

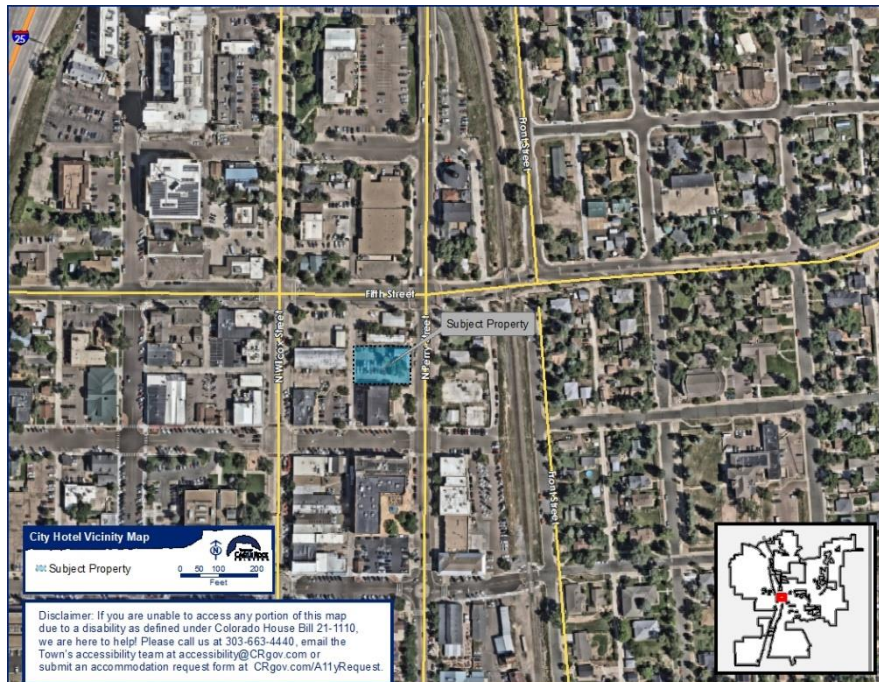


Figure 1: Vicinity Map

## Background

### History of the Property

The City Hotel building was originally constructed in New Memphis around 1872 by Tomas S. Harris. New Memphis, located near today's Liggett Road and Highway 85, was founded by Mr. Harris and his brother John. In 1874, Mr. Harris purchased Lot 3 in the Town of Castle Rock subdivision from John Craig. By 1875, the building had been relocated to Lot 3, its current location, and was advertised as the City Hotel. Mr. Harris played a prominent role in the Town of Castle Rock as he was elected as Mayor twice and was a member of Town Council when he passed away in August of 1884. The property changed ownership multiple times, with earlier owners playing significant roles in Castle Rock's development (details provided in the Cultural Resources Survey, **(Attachment D)**). The current owner, Tim White, has owned the property since 2012. Originally a hotel, the building later served as apartments and became vacant around 2018.

The building underwent numerous alterations as additional rooms were added or removed as the needs of the building changed over time. Figure 2, shown below, shows the different footprints of the building over time. In 1901, a fire between the kitchen chimney ignited the tar paper on the roof. The roof timbers were badly burned and the fire was most likely the reason for a two-story addition that was built a few years prior to be removed shortly after. The original porch was replaced by a new two-story veranda in June 1901. After 1930, the front porch roof and columns were removed, and in 1997, Town and State Historic Fund grants funded a reconstruction of the front porch.

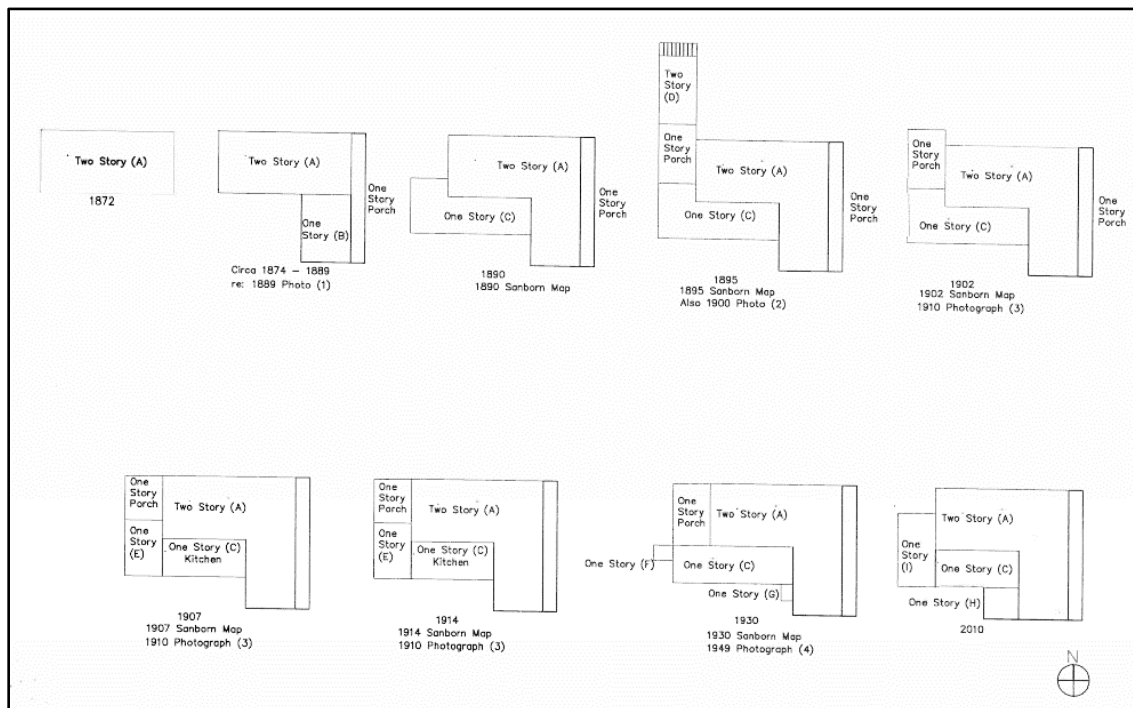


Figure 2: City Hotel Footprint Over Time

### Existing Conditions

The property comprises two distinct lots, totaling approximately 0.353 acres. The two-story building is approximately 25 feet in height, with an L-shaped layout and a gabled roof. The east and north property lines define the legs of the "L," and within the inner "L" and rear are various one-story additions. The building's skin is horizontal wood lapped board siding and the roof is a composition shingle roof. South of the structure lies a parking lot. Below is a brief description of the current condition of the building. A more detailed description can be found in the attached Cultural Resources Survey (Attachment D).

The primary, east-facing elevation has a shed-roofed porch covering the first floor, which extends into the sidewalk with a wooden footpath. The first floor has three doors and five windows, while the second story has six windows.



*Figure 3: Existing East Elevation*



*Figure 4: Existing North Elevation*



*Figure 5: Existing West Elevation*



Figure 6: Existing South Elevation

### Zoning Regulations and Surrounding Uses

The property is zoned B-Business/Commercial (B) and is within the Downtown Overlay District (DOD). The hotel, restaurant, and retail spaces proposed are permitted uses within the DOD. A Site Development Plan, requiring public hearings before the Design Review Board, is necessary for development approval.

Surrounding properties are also zoned B within the DOD. To the south is the four-story Reyn Rock apartments, while to the north are two single-story commercial buildings. Westward across the alleyway are two additional commercial buildings, and to the east across Perry Street are a commercial property and two single-family residences.

### Discussion

#### Proposed Project

The applicant proposes rehabilitating the historic City Hotel building and constructing a new four-story structure containing 33 hotel rooms. The two buildings are L-shaped and mirror each other, creating an internal courtyard. A one-story structure connects the buildings along the north property line. The new structure will include an indoor/outdoor rooftop bar and a dividable 2,578-square-foot commercial unit on the main level. Parking, accessible from the alleyway, is situated beneath the building.



Figure 7: Overall Project Rendering

### Proposed Alterations

A historic photo from circa 1900 guided the rehabilitation proposal of the historic structure. The applicant is proposing the following rehabilitation of the historic structure;



Figure 8: Proposed Rehabilitation of the City Hotel



Figure 9: City Hotel Circa 1900- Courtesy of the Douglas County History Research Center

- Removal of Additions – The applicant proposes to remove the additions labeled as C, H, and I on the below footprint diagram.

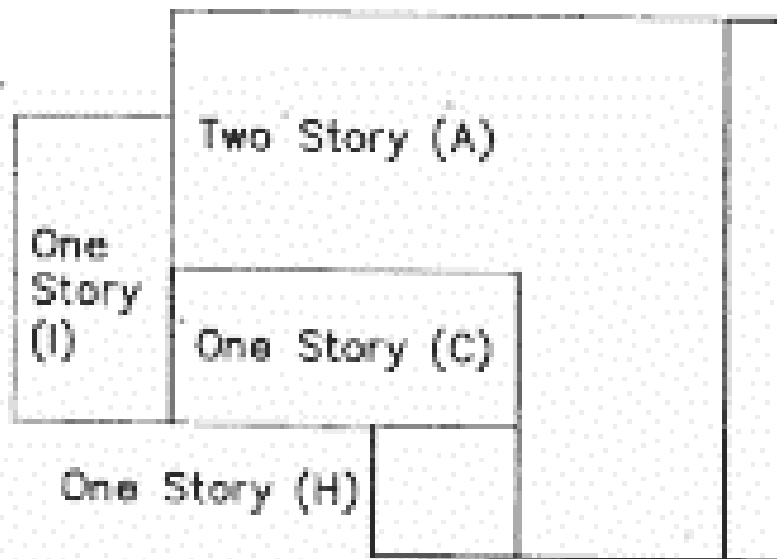
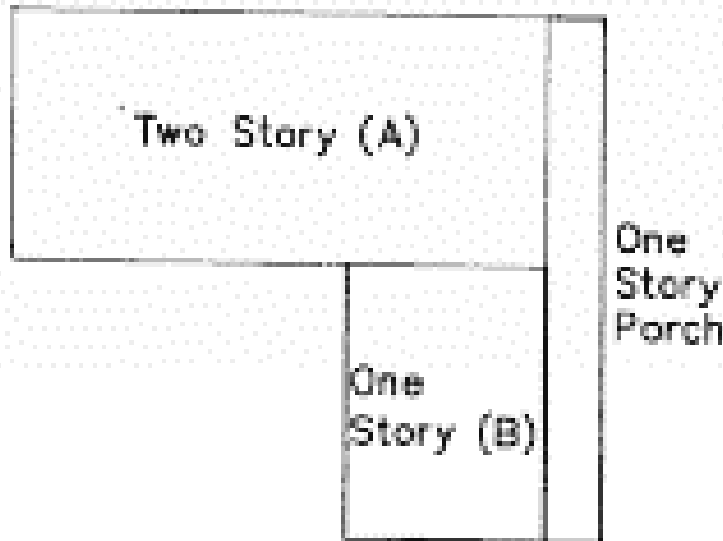


Figure 10: Footprint 2010

The Additions H and I were added to the property sometime after 1949. The age of Addition C is unclear as the footprint of the addition was documented to change several times over the years. It is unclear if new additions were built or the original addition was modified. The proposed footprint of the City Hotel would resemble the footprint that was documented between 1874 and 1889 as shown below.



Circa 1874 – 1889  
re: 1889 Photo (1)

*Figure 11: Footprint Circa 1874-1889*

- Windows – The remaining historic structure’s windows are wooden, though many are not original, especially on the north elevation. The rehabilitation will restore the north elevation’s historic window configuration, replacing windows with full wood, 8-pane lite windows that match the historic style. Restorable original windows will be relocated to the first floor where possible.
- Wall Cladding – The current wood siding, which matches the historic material but is not original, will be replaced with 4-inch white wood siding to match the historic look.
- Roof – The existing roofline will remain the same. The current asphalt shingles will be removed and replaced with a stamped aluminum shingle that is designed to replicate the look of the original wood shingles. While Castle Rock Style guidelines discourage metal roofs, staff considers the aluminum shingles appropriate as they closely mimic the historic wood shingles.
- Covered Patio – The wood patio, reconstructed with Town and State Historical Fund grants in 1997, will have its footpath wood planks replaced.



- Doors – The east elevation has three doors; the middle one, added for apartment access, will be removed. The remaining doors, which are not original, will be replaced with custom-milled doors matching the 4-pane lite design seen in historic photos.
- Fence – A non-historic wooden fence surrounding the building will be removed.
- Landscaping – An existing tree that is directly behind the historic structure will be preserved.

### Proposed Addition

The proposed addition four-story L-shaped structure, with legs running along the south and west property lines, will mirror the historic building. A two-story structure connects the two buildings along the north property line. Parking is beneath the second floor at the rear, with access from the alley.

- Windows – The addition incorporates the window dimensions of the historic City Hotel building on multiple elevations of the building, most notably the end of the building that approaches Perry Street. Various other sides
- Wall Cladding: The primary wall cladding is a 4-inch lap siding that is being used on the historic City Hotel rehabilitation painted in a grey stain. The connecting structure utilizes the same siding but is painted in a black stain creating a transition between the two buildings. The fourth floor is clad in a black wood cladding. Additionally, there are sections of brick in a red color on the first-floor. CMU block is utilized in the back of the building on the lower level.
- Roof: The predominant roof structure is flat, consistent with common roof forms in the Historic Downtown Area. A sloped transition on the building's rear leg (facing Perry Street) is clad in aluminum shingles, matching the proposed material for the City Hotel roof. The connecting structure will have a gable roof with the same aluminum shingles.
- Screening Elements: Black decorative cut metal screens will be used to cover individual HVAC systems of the hotel rooms and match size and shape of the windows of the historic City Hotel building.
- Setbacks – The end of the new hotel building facing Perry Street is set back to allow the historic City Hotel building to be more prominent. The fourth floor is set back from the lower floors, helping to visually reduce the height difference between the new and historic structures.

### Proposed Materials

The proposed materials have been described above and the specific details of those materials can be found within Attachment H.

## **Public Outreach and Notification**

### **Neighborhood Meetings**

The owners held two neighborhood meetings. The first, a hybrid (in-person and virtual) meeting on January 24, 2023, was attended by six members of the public. A second hybrid meeting on May 2, 2024, had four attendees. At both meetings, public attendees asked general questions about the rehabilitation process and hotel operations. A third meeting is scheduled for November 5, 2024, and will be held virtually.

### **Public Notice**

The property was noticed in accordance with Section 15.64.140 of the Castle Rock Municipal Code. Public notice was also sent out to property owners within 500 feet of the property.

Town staff published notice of the Historic Preservation Board public hearing on the Town's website and provided information about the proposal on the Town's *Development Activity* interactive map.

## **Analysis**

The property is located within the Historic Downtown Area, as depicted in the Town of Castle Rock Municipal Code (TOCRM), Section 15.64.020, Figure 2. A Cultural Resource Survey was referenced for the analysis. The following staff analysis is based on the representations made in the application and attachments submitted to date and the review criteria found in CRMC Section 15.64.140 Alteration of a Landmark.

### **TOCRM Section 15.64.140 Alteration of a Landmark, Subsection C, Criterion 1-7**

The Landmark Alteration review criteria states that a proposed alteration will not result in the following affects.

1. The destruction or substantial impairment of the Historic Integrity, or the character-defining architectural features of the Landmark.

*The proposed rehabilitation utilizes historic materials and will be completed in a manner that preserves the historic appearance of the building. The additions set for removal lack historic integrity and do not contain any character-defining architectural features.*

2. The architectural style, arrangement, texture, color and materials of the proposed Alterations are incompatible with the character of the Historic Landmark;

*The rehabilitation of the historic structure incorporates historic materials. The addition similarly uses these historic materials as the building's predominant materials, ensuring visual cohesion with the landmark.*

3. Proposed interior Alterations negatively impact the overall structural integrity of the Landmark so as to affect its exterior appearance;

*The interior changes will not affect the Landmark's structural integrity. The additions to be removed are in the rear and not visible from public streets.*

4. The proposed Alterations change an integral part of the structure recognized at the time of Landmark designation;

*The additions to be removed are not considered integral, as they are not visible from the street and have changed over time.*

5. New additions or Alterations to designated Landmarks being completed in a manner that, if such change could be removed in the future, the essential form and integrity of the structure would be unimpaired;

*The new structure connects to the City Hotel via a breezeway. If removed in the future, the historic building's shape, footprint, roofline, and integrity would remain intact.*



*Figure 12: Image of the Breezeway*

6. The proposed Alterations fail to conform to the Secretary of Interior's Standards for Rehabilitation or the specific Alteration criteria imposed at the time of initial designation.
  - A. **The Secretary of Interior's Standards for Rehabilitation** - The intent of the Standards is to assist the long-term preservation of a property's significance through the preservation of historic materials and features. The following are the applicable Secretary's Standards of Rehabilitation:
    - A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristic of the building and its site and environment.

*The property will be returned to its original use as a hotel, aligning with its historic purpose.*

- The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

*The historic character will be retained, with no alterations to character-defining features. The original window and door configuration will be restored.*

- Each property shall be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

*The structure will be preserved as a record of its time, place, and use, without conjectural features from other buildings.*

- Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

*The additions of the historic building that will be removed lack historic significance in their own right.*

- Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.

*The proposed rehabilitation of the historic structure incorporates the examples of craftsmanship through the use of custom fabricated doors and windows.*

- Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

*Any features that are to be replaced will match the old in design, color, texture, and other virtual qualities and the same materials are to be used. Pictorial evidence by way of a historic photo will guide the rehabilitation.*

- New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

*The new is set apart from the historic building and is connected to the outside of the historic building thus not requiring the destruction of any*

*historic materials. The new work will be differentiated from the old but compatible in massing, size, scale, and architectural features to protect the historic integrity.*

- New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

*The addition is connected by a breezeway that is connected to the outside of the historic City Hotel building. If the breezeway were to be removed the form and integrity of the historic property would remain the same.*

7. Any such additional criteria or policy design guidelines adopted by the Board to aid in the review of Alteration Certificate applications. Such criteria and policies shall be written and made available to all Alteration Certificate applicants and the general public.

- A. **Castle Rock Style Standards** - These standards state that new construction should be compatible to the height of existing buildings, roof pitch should be consistent with the neighborhood, and building materials should resemble the traditional materials, if possible.

*The rehabilitation of the landmarked structures will utilize historic materials and will generally match the building as show in the photo circa 1900.*

*The proposed addition is compatible in height by being placed behind the historic structure and where it does approach the street it is setback further than the historic City Hotel building. The fourth floor is setback from the first three floors to create an additional visual relief. The roof pitch of the building is a flat roof that is consistent with the surrounding buildings and the Historic Downtown Area overall. The addition incorporates the historic materials found on the historic City Hotel building.*

- B. **Castle Rock Design Standards** – Chapter 2 of these standards include guidelines for building within the Downtown District. New buildings should reflect the traditional character of the Downtown but can use new, innovative elements in ways to express the architecture of current times. In this way, new buildings can be clearly distinguished from their elder neighbors. These guidelines are designed to spark development that is creative, yet maintains respect for the architectural history of the district. The goal is to conserve the sense of the past and the distinct Downtown character while encouraging the continued growth of a vital business district.

*The new addition reflects the traditional character of the Downtown through its simple form and use of historic materials while sprinkling in some modern architectural details such as the use of decorative HVAC covers.*

- C. **F.R.E.S.H. Standards in Castle Rock Historic Preservation Plan** – The basic components of proper contextual infill design, developed by the Colorado Historical Society, that focuses on Footprint, Roof, Envelope, Skin and Holes.

*The “footprint” of the proposed addition will have a minimal impact to the surrounding neighborhood as many buildings utilize the allowance of a 100% building coverage within the Downtown. The proposed flat roof with front*

*transition slope is consistent with other roof types in the area and the visible materials mimic the historic materials. The envelope of the building through the use of setbacks creates a compatible form. The skin of the addition will match the wooden 4-inch siding of the historic structure. The addition's fenestration incorporates historic window shapes, maintaining architectural continuity.*

## **Findings**

All staff review comments have been addressed. Staff finds that the proposed alterations and new addition address the following:

- Generally, conforms with the objectives of the Town Vision and the Comprehensive Master Plan.
- Generally, conforms with the goals of the Town's Historic Preservation Plan, Castle Rock Style, and Castle Rock Design.
- Meets the review and approval criteria for the Municipal Code, Chapter 15.64.

## **Recommendation**

Staff believes the proposed alterations and new construction design meet the goals of the Town's Vision, Comprehensive Master Plan and Historic Preservation Plan. Staff recommends approval of the Landmark Alteration Certificate.

## **Proposed Motion**

### **Option 1: Approval**

*"I move to approve the Landmark Alteration Certificate for the changes to the historic structure and design of the new addition at 415 N. Perry Street, as presented."*

### **Option 2: Approval with Conditions**

*"I move to approve the Landmark Alteration Certificate for the changes to the historic structure and design of the new addition at 415 N. Perry Street, with the following conditions:"* (list conditions)

### **Option 3: Denial**

*"I move to deny the Landmark Alteration Certificate for the changes to the historic structure and design of the new addition at 415 N. 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 December 4, 2024."*

## **Attachments**

Attachment A: Vicinity Map

Attachment B: Resolution Approving a Request for a Landmark Alteration Certificate for 415 N. Perry Street (City Hotel)

Attachment C: Ordinance 1998-11 Designating 415-419 Perry Street as a Historic Landmark

Attachment D: Cultural Resource Survey  
Attachment E: Site Plan  
Attachment F: Architectural Elevations  
Attachment G: Renderings  
Attachment H: Materials Board