

**New Castle, Colorado**  
**Historic Preservation Commission Meeting**  
**Monday, August 28, 2023, 6:30 PM**

**Call to Order**

Commission Chair Mari Riddile called the meeting to order at 6:30 p.m.

**Pledge of Allegiance**

**Roll Call**

Present      Chair Mari Riddile  
                 Commissioner Richard Parks  
                 Commissioner Ruth Fletcher  
                 Commissioner Richard Fletcher  
                 Commissioner Brandy Copeland  
                 Alternate Commissioner Tom Fuller

Also present at the meeting was Deputy Town Clerk Remi Bordelon.

**Meeting Notice**

Deputy Clerk Bordelon verified that her office gave notice of the meeting in accordance with Resolution TC 2020-1.

**Conflicts of Interest**

There were no conflicts of interest.

**Citizen Comments on Items NOT on the Agenda**

There were no citizen comments.

**Agenda Changes**

There were no agenda changes.

**Items for Consideration**

**Commission Discussion: Review of Historic District Interest Poll & Designations**

Chair Riddile said she was surprised by the lack of response from the community and thought more educational outreach might have improved the response. Chair Riddile said in addition to the mailed in responses (5 yes, 8 no) there were 2 yes votes and 4 no votes submitted by email to her directly. Chair Riddile suggested holding a public outreach meeting to educate property owners about designations. Commissioner Copeland said the response was common based on her experience with the Town Council. Chair Riddile proposed two options: to continue with public outreach regarding a historic district or to have the commission pursue individual designations. The commission was in favor of pursuing individual designations. The commission was torn and decided to pursue individual designations instead of a historic district.

The commission discussed properties to reach out to with personalized letters of interest in historic designations based on their positive responses to the proposed historic district poll. The commission revised a previously composed outreach letter with the intention of outreaching to potential individual designations (Exhibit A). The properties to receive the letter were: 316 East Main Street, 752 West Main Street, 366 West Main Street, 782 West Main Street in addition to 221 N 7<sup>th</sup> Street.

### **Commissioner Report: 8/7/2023 Workshop on Tax Credits**

Commissioner Ruth Fletcher reviewed her notes regarding the tax credit workshop held in August. She highlighted important notes shared by the keynote speakers, History Colorado Tax Credits and Incentives Specialist Sara Kappel and Colorado Office of Economic Development and Internal Trade Business Funding and Incentives Christopher Fortney, MSFE. Her highlights included:

- If property improvements had already taken place prior to the tax credit application, the applicant may still qualify up to 24 months prior to the application of work conducted.
- It was in the best interest of the applicant to have their plans approved by the state prior to work being done on the property.
- There were third party consultants that process tax credit applications, however there was a designated state representative that handles the tax credit application for free.
- Residential tax credits were limited to \$50,000 across a 10 year term, non-transferable.
- Commercial tax credits were limited to \$1,000,000 per year, transferable and phaseable over a few years to maximize on tax credits.

### **Commission Discussion: 2023 Budget and 2024 Planned Budget**

Chair Riddile discussed with the commission the planned budget for 2024. The commission agreed to request from Council a total of \$10,000 which would be divided between historic designations (planned for 4 designations in 2024 at \$2,000 each) for \$8,000 and HPC's general fund of \$2,000 for conferences and training opportunities. Deputy Town Clerk Bordelon suggested HPC meet with the Town Attorney at the end of 2023 instead of the beginning of 2024 for their annual open meetings workshop in an effort to utilize the 2023 budget. The commission agreed.

### **Consider Approval of June 19, 2023 Minutes**

**MOTION: Commissioner Parks made a motion to approve the minutes of June 19, 2023. Commissioner Ruth Fletcher seconded the motion and it passed unanimously.**

### **Commissioner Comments**


Alternate Commissioner Fuller announced the Colorado Preservation Saving Places Conference will be held in February 2024.

### **Adjourn**

**MOTION: Chair Riddile made a motion to adjourn. Commissioner Copeland seconded the motion and it passed unanimously.**

The meeting adjourned at 7:19 p.m.

Respectfully submitted,

  
Deputy Town Clerk  
Remi Bordelon

  
Commission Chair  
Mari Riddile



Exhibit A

[Outreach letter to individual property owners regarding historic designation]

# HISTORIC PRESERVATION COMMISSION

## New Castle, Colorado



Historic Main Street

c.a. 1899

August 28, 2023

Dear Property Owner,

The Historic Preservation Commission has decided not to proceed with the Historic District, however because you expressed interest, the commission is reaching out to you. This letter is intended to notify you that your property may be eligible for historic designation based on town criteria. The Historic Preservation Commission would like to invite you to attend a regularly scheduled meeting in order to share information with you regarding designation criteria and gauge your interest.

**Please contact the Deputy Town Clerk, Remi Bordelon, to schedule an agenda meeting date with the Historic Preservation Commission by calling (970) 984-2311 to pursue a designation.**

Regularly scheduled meetings are held the third Monday of each month at 6:30 p.m. Should you have any questions or concerns please contact the chair of the Historic Preservation Commission, Mari Riddile at (970) 948-0061 or by email at [maririddile@gmail.com](mailto:maririddile@gmail.com).

Sincerely,

Historic Preservation Commission