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**Town of New Castle**  
450 W. Main Street  
PO Box 90  
New Castle, CO 81647

**Administration Department**  
**Phone:** (970) 984-2311  
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[www.newcastlecolorado.org](http://www.newcastlecolorado.org)

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## Agenda

**New Castle Historic Preservation VIRTUAL Commission Meeting**  
**Monday, June 15, 2020, 6:30 PM**

**Due to concerns related to COVID-19, this meeting will be held as a virtual meeting only. The public is invited to attend.**

**[To join by computer, smart phone or tablet click HERE](#)**

**If you prefer to telephone in:**  
**Please call: 1-346-248-7799**  
**Meeting ID: 709 658 8400**

**Follow the prompts as directed. Be sure to set your phone to mute until called on.**

**Call to Order**

**Roll Call**

**Meeting Notice**

**Conflicts of Interest**

**Citizen Communication**

**Items for Consideration**

- [1.](#) Consider a Request from Oli Johannsson to Replace the Windows in his Historically Designated Building at 303 W. Main Street - Also Known as the Trimble Building**
- [2.](#) December 16, 2019 minutes**

**Adjourn**

Oli Johannsson  
303 W. Main St.  
New Castle CO 81647  
970 544 3377  
Oli@j-architects.net

4/26/20

**Re: 303 W. Main St. upper window replacement.**

Dear members of the New Castle Historic Preservation Commission.

The owners of 303 W. Main street (also known as the Trimble Block Building) would like to change out upper story double hung windows. The new proposed windows will be the same style, same size and operation as the existing windows. The new windows will be dark grey in color and the same color that was approved for the dental office building next door to Town Hall. They will be consistent with other recently renovated historical buildings on main street such as the dental office and Eat restaurant.

The current windows are single glazed wood framed windows that have been painted many times over. The operation is getting exceedingly difficult and does not meet egress as dictated by code. They obviously do not meet the energy code.

The Architectural features on the building will not change with this window upgrade.

Sincerely,

Oli Johannsson



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## Memorandum

**To:** Historical Preservation Commission  
**From:** Paul Smith  
**Re:** Trimble Building Window Replacement  
**Date:** 7-15-20

### Request for Approval:

The Applicant requests approval for the replacement of the 2<sup>nd</sup> story windows of the Trimble Building. The replacements are anticipated to be double-hung operators of the same style and size as the existing windows. Per the 2015 Existing Building Code, operating window replacements must have a clear opening of the same size or greater than the existing windows (2015 IEBC 702.5). Since the scope of the work is considered "ordinary repairs" per IEBC 105.2.2, a building permit is not required. HPC shall therefore refer to the provisions of Municipal Code 15.44.300 -310 in considering approval. Those provisions are:

#### **15.44.300 - Work for which a building permit is otherwise not required—Application for approval.**

A. Except as otherwise provided herein, no land surface within any real property designated as a historic site, landmark or district shall be changed, and no improvements shall be installed, removed, restored, demolished or altered including alteration of color only, without prior written approval of the historic preservation commission. No addition shall be made to any real property designated as a historic site, landmark or district in such a manner or of such a character as to change the exterior appearance or exterior architectural features which change shall be visible from any public street, park or other public place, without prior written approval of the commission.

B. Any person desiring to remove, demolish or change the exterior appearance or the exterior architectural features of improvements on real property designated as a historic site, landmark or district or desiring to change the land surface of any such real property, shall submit to the historic preservation commission an application for approval and a specific statement of the work proposed, together with such details as the commission may require.

**15.44.310 - Approval of proposed work.**

A. If upon receipt of an application for a building permit pursuant to Section 15.44.290, or upon receipt of an application pursuant to Section 15.44.300, the historic preservation commission finds that the proposed work is of a nature that will not erode the authenticity or destroy any distinctive exterior feature of the improvements and is compatible with the distinctive characteristics of the historic site, landmark or district and is within the spirit and purpose of this chapter, the commission shall advise the applicant in writing by issuing a certificate of approval and shall affix its seal to the plans and specifications for the approved work. In the case of an application for a building permit, upon receipt of the commission's report of acceptability, the building inspector shall proceed with the review of the application for a building permit. No change that would defeat the purpose of this chapter shall be made in an application for a building permit or the plans and specifications for the proposed work approved by the commission without resubmittal to the commission and approval of such changes in the same manner as the original application.

B. In determining the decision to be made concerning the issuance of a certificate of approval, the historic preservation commission shall consider the following criteria:

1. The effect of the proposed work upon the general historical and/or architectural character of the historic site, landmark or district;
2. The architectural style, arrangement, texture and materials of existing and proposed structures, and their relation to the structures in the district;
3. The effects of the proposed work on the exterior architectural features of the structure upon which such work is to be done;
4. The effect of the proposed work upon the protection, enhancement, perpetuation and use of the historic site, landmark or district;
5. The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings in Section 15.44.400;
6. The conformance of the proposed work to the general standards of the zoning district in which the historic site, landmark, or district is located; and
7. Such additional criteria, as established by the historic preservation commission, which it deems to be in the best interests of the town.

It is the Staff's opinion that the replacements do not adversely affect the historical character of the building nor the general standards of the zoning district. Therefore, Staff recommends approval of the application under the condition that the replacements meet the minimum clear space requirement as provided in the 2015 IEBC section 702.5.

Thank you,

Paul Smith



**New Castle Historic Preservation Commission Meeting  
Monday, December 16, 2019, 6:30 p.m.**

**Call to Order**

Commission Chair Steve Rippy called the meeting to order at 6:27 p.m.

**Roll Call**

Present: Chair Rippy  
Commissioner M. Riddile  
Commissioner A. Riddile  
Absent: Commissioner Johannsson

Also present at the meeting were Administrative Assistant Bart Mendoza.

**Meeting Notice**

Administrative Assistant Mendoza verified that his office gave notice of the meeting in accordance with Resolution TC-2019-1.

**Conflicts of Interest**

There were no conflicts of interest.

**Citizen Comments on Items NOT on Agenda**

There were no citizen comments.

**Consider Approval of Minutes**

December 16, 2019

**MOTION: Commissioner M. Riddile made a motion to approve the minutes of the September 16, 2019 commission meeting. Commissioner A. Riddile seconded the motion and it passed unanimously.**

**Commission Comments**

Chair Rippy Said that he had done a walk through of the museum with the Town Engineer Jeff Simonson, Town Administrator Dave Reynolds and Administrative Assistant Bart Mendoza. Chair Rippy said that Engineer Simonson felt that the building was structurally sound although there are many bricks that had been affected by moisture. There are 4-foot sections of old, wet brick that will need to be removed and replaced. Chair Rippy said you can take a pencil and push it through the affected brick. The biggest concern is what will be done with all the historic artifacts that are in the building. One solution is get a shipping container to store the artifacts, but temperature would be a concern. Commissioner A. Riddile suggested the New Castle schoolhouse at 151 Main Street for temporary holding. Chair Rippy said he would

contact the person in charge of the building and see if it might be available. Chair Rippy said there were other buildings in downtown that had experienced similar problems. The commission discussed the idea of displaying historic items by year and by family rather than just randomly placing things in display cases. The commission asked Administrative Assistant Mendoza to contact the museum volunteers to attend the next HPC meeting.

**Consider agenda items for the March 16, 2019 meeting**

There were no agenda items for the next meeting.

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

The meeting adjourned at 6:49 p.m.

Respectively submitted,

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Commission Chair Steve Rippy

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Administrative Assistant Bart Mendoza