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Agenda

New Castle Historic Preservation Commission
Monday, May 18, 2026, 6:30 PM

Agenda

New Castle Historic Preservation Commission
Monday, January 19, 2026, 6:30 PM

[Zoom URL: https://us02web.zoom.us/j/7096588400](https://us02web.zoom.us/j/7096588400)

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, Pledge of Allegiance

Roll Call

Meeting Notice

Conflicts of Interest

Citizen Comments on Items NOT on the Agenda

-Comments are limited to three minutes-

Agenda Changes

Items For Consideration

- A. Consider Final Details for Memorial Day Flag Ceremony and Historical Designation**
- B. Update on Videography Project**
- C. Discussion of Citizen Telegram Article on Highland Cemetery**
- D. Consider Appointing Commission Chair**
- E. Consider appointing Commission Vice Chair**
- F. Approval of April 20, 2026, Minutes**

Commissioner Comments

Adjourn

New Castle, Colorado
Historic Preservation Commission Meeting
Monday, April 20, 2026, 6:30 PM

Call to Order

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

Pledge of Allegiance and Roll Call

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

Also present at the meeting were Professional Assistant Michelle Huster, Planner Paul Smith and members of the public.

Meeting Notice

Professional Assistant Michelle Huster verified that her office gave notice of the meeting in accordance with Resolution TC 2026-1.

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

**Consider Sign Design for 289 W. Main Street at the Historical Mattivi Building
sign design for 289 W. Main Street, Mattivi Building**

Planner Smith presented the sign design proposal for 502 Fitness at 289 W. Main Street, Mattivi Building. **(Exhibit A)** Planner Smith explained that while the code typically allows the clerk's department to handle such approvals, this case required Historic Preservation Commission review because it involves a permit and alterations to the building's exterior appearance.

Planner Smith said the proposed sign would be approximately 6 square feet (1 foot by 6 feet) and smaller than the original "Mattivi Motors" sign on the building. Planner Smith said that the sign meets code requirements but requires HPC approval for any changes to the building's look.

Chair Riddile said the proposed sign design was very different from existing signage in downtown New Castle. Commissioner Fletcher suggested placing the sign on the window instead of on the building's face to avoid obstructing the exterior space.

The commission discussed the orange color of the proposed sign, with several members expressing concern that it appeared too modern for the historic building and downtown area. Planner Smith showed a color sample, which appeared more acceptable when viewed against a black background.

After discussion, the commission reached consensus on modifications to the original proposal. They agreed the sign should maintain the existing framed appearance of the previous Mattivi Motor Company sign by using a black background with white and gold lettering, keeping the same dimensions to preserve the building's historic character.

MOTION: Chair Riddile made a motion to approve the sign design with conditions of the black background on the original sign and gold lettering. Commissioner Parks Seconded the motion and it passed unanimously.

Consider Door Change at 289 W. Main Street at the Historical Mattivi Building

Planner Smith presented the proposed door change at the Mattivi Building. The current plan called for a combination roll-up garage door with an integrated swing door, but the applicant now wanted to replace this with a single swing door for improved functionality and efficiency. Commissioner Copeland said she preferred the garage door.

Commissioner Parks asked why the approved combination door wouldn't be acceptable, noting concerns about introducing too much light into the workout area. The applicant explained that a single door would be more practical for daily gym operations, avoiding the need to operate a garage door mechanism repeatedly.

Chair Riddile said she preferred a garage door for maintaining the garage door appearance, as it preserves the building's historic character as a former automotive dealership. Commissioner Ruth Fletcher agreed, noting that other downtown buildings have successfully maintained their original garage doors.

Planner Smith said the original plan involved a non-functional garage door (not on tracks) with just the swing door being operational. Planner Smith referenced Down Valley Brewery as an example where they converted a garage door opening to glass while maintaining the garage door aesthetic.

MOTION: Commissioner Copeland made a motion to approve a non-functional Garage door with a swing door that was operational. Chair Riddile seconded the motion and it passed unanimously.

Discuss Highland Cemetery Designation Celebration

The commission discussed plans for the historical designation ceremony at Highland Cemetery scheduled for May 25, 2026. The ceremony would follow the Memorial Day flag raising ceremony, beginning at 9:00 a.m.

Chair Riddile said she would prepare remarks about the historic significance of the cemetery and why it merits historic designation. Commissioner Parks suggested highlighting two different signs; the original and the newer historic designation sign that would be mounted by the ceremony date. Commissioner Parks suggested including information about the old soldier circle, mentioning the first burial and other significant historical figures interred there. Commissioner Parks also planned to point out the stone column monument for mine workers.

Professional Assistant to the Town Clerk Michelle Huster offered to provide paper poppies for distribution during the ceremony. The commission considered inviting local historian Joe McNeal to speak but decided against it due to time constraints and instead agreed to direct interested attendees to visit the museum to learn more from McNeal.

Consider Approval of March 23, 2026, Minutes.

MOTION: Chair Riddile made a motion to approve the minutes from March 23, 2026. Commissioner Richard Fletcher seconded the motion, and it passed unanimously.

Commissioner Comments: Professional Assistant reminded the Commissioners they would elect the Chair and Vice-chair at the May 18, 2026, meeting.

Commissioner Parks said he submitted a letter requesting to continue serving on both Planning and Zoning Commission and Historic Preservation Commission (HPC). He noted he would need to be sworn in at the next Planning and Zoning meeting before continuing his HPC service.

Alternate Commissioner Fuller indicated he would likely miss the May 18th meeting due to travel for a graduation ceremony

Adjourn

MOTION: Mayor A. Riddile made a motion to adjourn.

The meeting adjourned at 7:04 p.m.

Respectfully submitted,

Mari Riddile, Chair

Professional Assistant to the Town Clerk
Michelle Huster