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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

Agenda

New Castle Historic Preservation Commission

Monday, April 20, 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 sign design for 289 W. Main Street, Mattivi Building**
- B. Consider door change at 289 W. Main Street**
- C. Consider Historical Designation Ceremony at Highland Cemetery**
- D. Approval of March 16, 2026, Minutes**

Commissioner Comments

Adjourn



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To: Historic Preservation Commission

From: Paul Smith

Re: HPC – Consider two alterations to the exterior of the Mattivi Building located at 298 W Main St – 1) Replace roll-up garage door with man-door; 2) Attach wall sign to front exterior;

Date: 8/19/2024

Purpose:

The Mattivi Building was originally built in 1937 operating as a car dealer and service station. Since then, the building has had several different owners and uses. The structure officially received historical designation by the Town in 2001. Throughout its history, the building's appearance has generally been unaltered.

The current owner of the Mattivi building is remodeling the interior space in order to accommodate a fitness facility. Additionally, the owner is considering altering two exterior elements. Those include:

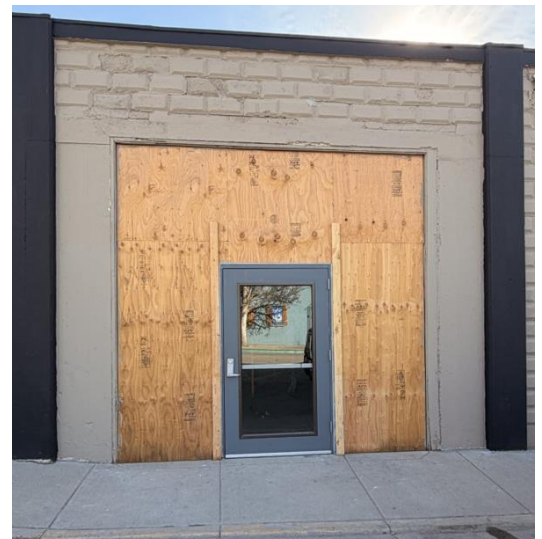
- 1) Replacement of the existing garage/roll-up door with an individual man-door.**



Original Garage Door



Currently Approved Replacement Door



Proposed (Unfinished) Man-Door

2) Attachment of a wall sign to the front wall.



Historical Signage



Proposed Signage

Because the structure retains a historical designation, any proposed exterior change of the building must be reviewed by the Historical Preservation Commission pursuant to section 15.44.290 (1). Section 15.44.290 states:

Action on an application for a building permit, as additionally provided for in other codes of the town, including any permit for the demolition of a building shall be deferred by the building inspector...until the application is accompanied by a certificate of approval from the historic preservation commission for the proposed work when the proposed work involves any of the following:

- 1. Alteration or reconstruction of or addition to the exterior of any improvement which constitutes all or part of a historic site or landmark;*

HPC is charged with the task of "the protection and preservation of the Town's architectural, historic and cultural heritage, as embodied in designated historic sites, landmarks and districts." As an anchor structure in the middle of downtown New Castle, the preservation of the Mattivi Buildings historical appearance is indispensable to New Castle's identity. Staff asks HPC to carefully consider how the proposed changes demonstrate fidelity with past or whether other options may be more suitable for the location.

Thank you,

Paul Smith
Building Official
Town Planner



298

Bob's Bikes

984-3503

HOURS

10:00 am - 6:00 pm

PUSH







New Castle, Colorado
Historic Preservation Commission Meeting
Monday, March 23, 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
Absent	Commissioner Brandy Copeland

Also present at the meeting were Professional Assistant Michelle Huster, 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 Completing Grant Applications for Historical Surveys

Chair Riddle said Commissioner Ruth Fletcher had been researching grant opportunities and discovered that grants for historical surveys are available throughout the year on a rolling basis, rather than having specific deadlines. Commissioner Ruth Fletcher would apply for funding to conduct additional surveys, potentially focusing on side streets and structures still existing from 1888 Sandborn maps.

Chair Riddle asked if there was anyone at the town who could provide guidance on grant writing. Professional Assistant Huster said she would ask other town staff. Commissioner Ruth Fletcher would contact Lauren with History Colorado, who was helpful with information about the grants and would reach out asking for their assistance.

MOTION: Chair Riddile made a motion to research grant opportunities through History Colorado for additional surveys. Commissioner Parks seconded the motion, and it passed unanimously.

Discuss Highland Cemetery Designation Celebration

The commission discussed speaking about the recent historical designation at Highland

Cemetery on Memorial Day flag ceremony in. Chair Riddle suggested commissions would prepare remarks about the designation process for April 20, 2026 meeting.

Professional Assistant Huster said she would order poppies for the ceremony, as had been done the previous year when the former mayor included them with a related poem reading. Professional Assistant Huster said she would contact Rich Medina from the American Legion.

Commissioner Parks asked if Professional Assistant Huster ordered the historical plaque and she said yes. Discussion included how to mount the plaque, with Staff planning to consult with John Wenzel, who had experience with similar installations. Commissioner Ruth Fletcher noted that she and Commissioner Richard Fletcher had visited Highland cemetery and observed the old entry sign was positioned off to the side among rabbit brush, while the current sign was prominently located at the main entrance. The commission agreed that placing the designation plaque at the more visible current sign location would be preferable.

MOTION: Commissioner Ruth Fletcher made a motion to approve mounting the Historical plaque near the entrance near the new Highland Cemetery sign. Chair Riddle seconded the motion, and it passed unanimously.

Update of Videography Project

Chair Riddle reported that she had contacted Professor Lawson about the videography project, and he confirmed that his students would continue working on the project, indicating they would have material ready for review.

Staff and Chair Riddle discussed the possibility of expanding the project to include interviews with people from families who had relatives who witnessed explosions in the Vulcan mine. Professional Assistant Huster said she would contact Fred Kuerten about his family's recollection of the mine explosion. The commission discussed whether CMC's setup could accommodate multiple interview subjects and agreed to explore this possibility. Chair Riddle said that the past interviewees did not repeat the question on the videography project and that was hard to follow and coaching would be needed. Commissioner Parks offered to participate in conducting future interviews, and the commission agreed that having multiple people involved in the interview process could be beneficial.

Consider Approval of March 23, 2026, Minutes.

MOTION: Chair Riddile made a motion to approve the minutes from February 23, 2026. Commissioner Ruth 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, 2025 meeting.

Adjourn

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

The meeting adjourned at 6:47 p.m.

Respectfully submitted,

Mari Riddile, Chair

Professional Assistant to the Town Clerk
Michelle Huster

DRAFT