

Berthoud Historic Preservation Advisory Committee
Minutes of Meeting, Monday, February 10, 2025, at 5:30 PM
Berthoud Town Hall (807 Mountain Ave.)

I. ROLL CALL

Committee members present included: Leslie Moore (Vice Chair), Cheryl Szydlo (Secretary), Lee Hardies, Fred Maine, Carri Grimdtich and Courtney VanHooser. Town of Berthoud: Brian Dubois (Town Staff Representative), Ethan Mattson (Town Staff Representative), Anne Johnson (Community Development Director), and Andrew Wayland (Historical Society Liaison). The meeting was held in person.

A. The meeting was called to order at 5:42pm. A roll call attendance was taken.

II. MINUTES

Minutes from the January 13, 2025 meeting were reviewed, a motion to approve the Minutes was made by Lee Hardies and seconded by Fred Maine. Minutes were approved unanimously.

III. PUBLIC COMMENT PERIOD

There were no public comments presented.

IV. DISCUSSION ITEMS

1. Brian Last meeting, Ethan Mattson introduction – no action required
2. Select Chair, Vice-Chair and Secretary Positions
 - A motion was made by Lee Hardies to delay the selection process to the March meeting, 2nd by Fred Maine. Motion was approved unanimously.
3. CLG Grant Submitted – no action required
 - Announcing grant awards on March 3
 - Post RFP in a few weeks
 - Brian and Ethan will choose timing of the RFP post.
 - The RFP, as written, will be compared to the final grant application to make sure they still align.
4. Alteration Application Review
 - Information presented by Anne Johnson
 - Provide recommendation for Town Board
 - HPAC reviewed and discussed the Alteration Application for 330 Mountain Avenue submitted by the property owner and the HPAC Staff Report prepared by the Community Development Department and presented by Anne.
 - a. The committee agrees the proposed work is a Major Alteration per Municipal Code Section 30-9-102.
 - b. In addition to complying with Town of Berthoud Municipal Code and Architectural Guidelines re: use of tinted windows and red brick, HPAC recommends the following:
 - i. The applicant may consider Low-E windows or awnings as the façade is south-facing. The Applicant shall revise the building permit.
 - ii. The applicant shall provide information regarding brick selection with their building permit application for architectural review. The building permit shall be amended, if needed.
 - iii. If original brick exists and is found to be wholly or partially viable during demolition of the 1950's façade, the applicant shall consider using the original brick in whole or part vs. the new brick façade. If the original brick is found and is damaged

beyond re-use, the applicant is encouraged to examine the corbel, cornice, and any other architectural features that can be replicated using salvaged brick material. Replicate the original brick bonding. Refer to the staff response provided for letter “b.” of the Staff Report for details regarding the preservation and salvaging of historic façade materials.

- iv. The building permit shall not be processed until the Historic Preservation Advisory Committee has reviewed the submittal and provided a recommendation, in addition to the Town Trustees approving this request.
- c. Cheryl Szydlo made a motion for the following recommendation, it was seconded by Courtney VanHooser: HPAC recommends that Staff present these findings, (b. i.-iv.), in the Staff report to the Town Trustees and that the Town Trustees approve the request for a Major Alteration to a Local Historic Landmark for the building façade at 330 Mountain Avenue.
 - i. The motion was approved unanimously.

5. Review and Provide Referral Comments on River Trails Project

- The committee reviewed and discussed the River Trails – Project Summary provided by the Community Development Department.
 - The following recommendations were agreed upon by the committee:
 - a. It is recommended that the applicant provide interpretive historical signs near or in proposed seating areas along the trail reflecting the history and ecology of the adjacent farmland, ditches, and Little Thompson River. HPAC has expressed a willingness to assist in the development of information for the interpretive signs. The Developer will need to design and install the signs.
 - b. It is recommended that the applicant hire an archaeologist to complete a Class I Survey, as defined by the [Colorado Cultural Resource Survey Manual](#), to assess the potential for archaeological resources at the property. The Class I Survey should provide recommendations on whether further survey is warranted, and whether an archaeological monitor should be present during construction of the development.
 - c. It is recommended that the applicant select a contractor well-versed and trained in manners of archeological findings as to ensure proper procedures if resources described above are present.
 - d. If the owner of the property not included in the Neighborhood Master Plan, described as the Southern parcel, 9.46 acres (94-25-000003), has interest in pursuing the Local Landmark status for their property, HPAC is willing to guide them through the necessary steps.
 - i. This property has been known locally and historically as the Beefus Farmstead.

6. Other Business – no action required

- Saving Places Conference
 - Leslie Moore and Carri Grimdtich attended the conference held in Colorado Springs, January 29-February 1.
 - a. Leslie noted there have been slight changes to State Tax Credits that are intended to make the process easier.
 - b. A listing of good ideas that were learned at the conference will be a future topic for the committee.

- Hand out Shirts
 - Committee members received shirts provided by the Town that include the Town logo and are embroidered with Historic Preservation.

V. Adjourn

Lee Maines motioned to adjourn, Carri Grimdtich seconded, the meeting adjourned at 8:01pm.

Respectfully submitted,
Cheryl Szydlo
Berthoud HPAC Secretary