



**Garden
Spot of
Colorado**

**MEETING OF THE HISTORIC PRESERVATION ADVISORY COMMITTEE
807 Mountain Avenue
Town of Berthoud, Colorado
Monday, November 10, 2025, 5:30 p.m.**

This is an IN-PERSON meeting at the location and time noted above.

1. Roll Call For HPAC 2025

- Leslie Moore, Chair
- Lee Hardies
- Carri Grimditch
- Courtney VanHooser
- John Belcastro
- Joan Cullen
- Ryan Durfee
- Tim Hardy, Board Liaison
- Andrew Wayland, Historical Society Liaison
- Bella Manzo, Town Staff Representative

2. Approval Of Minutes

Approval of Minutes from 10/20/2025

Documents:

[MINUTES. 10_20_25.PDF](#)

3. Public Comment Period

4. Discussion Items

1. Old Town Hall project discussion with Berthoud Habitat for Humanity Executive Director Tiffany Brodie
2. Water tower signage discussion with Town of Berthoud Project Engineer Daniel Buendia
3. 315 Mountain Avenue alteration request
4. Committee Elections

5. CLG Annual Report update
6. Other business

Documents:

[00 315 MOUNTAIN STAFF REPORT.PDF](#)
[01 315 MOUNTAIN APPLICATION MATERIALS.PDF](#)

5. Adjourn

Berthoud Historic Preservation Advisory Committee
Minutes of Meeting, Monday, October 20, 2025, at 5:30 PM
Berthoud Town Hall (807 Mountain Ave.)

I. ROLL CALL

Committee members present included: Leslie Moore (Chair), Lee Hardies, Courtney VanHooser, Carri Grimdtich, John Belcastro, and Ryan Durfee. Town of Berthoud: Bella Manzo (Town Staff Liaison), 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 5:33pm. A roll call attendance was taken.

II. MINUTES

September 8, 2025 meeting minutes were reviewed and approved unanimously following a motion by Lee Hardies, seconded by Courtney VanHooser.

III. PUBLIC COMMENT PERIOD - There were no public comments.

IV. DISCUSSION ITEMS

1. Welcome New Committee Members

- New Committee Members include John Belcastro, Joan Cullen, and Ryan Durfee.

2. United Brethren Church building discussion with guest Tracy Briggs

- Tracy Briggs gave an overview of the current status of the United Brethren Church building in Berthoud. Stakeholders with the church building are currently in the process of preparing applications for grant funding to repair elements of the building including the stained glass windows.
- A letter of support from the Town may be necessary for the grant applications being prepared. In order to provide a letter of support, Town Staff would prepare a Resolution that would be recommended by HPAC for a decision by the Town Board of Trustees. Tracy is to update the HPAC on what exactly is needed, and whether CPI can assist United Brethren Church building stakeholders in the grant writing process.

3. Oktoberfest recap

- John Schuttler (Chronicle Heritage) conducted community outreach at the Oktoberfest event on October 4. Several HPAC members volunteered their time to help promote the Historic Preservation Plan survey at the event. Outreach was successful, and John will keep the Committee updated on survey results and next steps.

4. New Committee Member Orientation

- Staff Liaison Bella Manzo presented an orientation for new and returning HPAC members.

5. Other Business

- The November 10 meeting of the HPAC will include guests Daniel Buendia from the Town of Berthoud Public Works Department, Tiffany Brodie of Berthoud Habitat for Humanity, and Committee elections.
- The December 8 meeting may be hosted at the McCarty Fickel House. This will be discussed further at the November 10 meeting.
- Committee Chairperson Leslie Moore reached out to Mark French to write features for the two Outstanding Landmark Award winners that have been published in the Berthoud Weekly Surveyor.
- The 2026 Saving Places Conference will be taking place February 11-13 in Denver. Committee members are encouraged to attend.

V. Adjourn

Leslie Moore motioned to adjourn, Ryan Durfee seconded, the meeting adjourned at 6:54 pm.

Respectfully submitted,
Bella Manzo, Planner
Staff Liaison to the Historic Preservation Advisory Committee

HISTORIC PRESERVATION ADVISORY COMMITTEE STAFF REPORT

COMMUNITY DEVELOPMENT DEPARTMENT



Meeting Date:	November 10, 2025
Agenda Title/Subject:	Request for a Major Alteration to a Local Historic Landmark façade located at 315 Mountain Avenue
Type of Item:	Regular Item
Purpose:	Consider a request for a Major Alteration to the façade of a Local Historic Landmark located at 315 Mountain Avenue (former Zoller’s Shoe Shop building)
Presented by:	Bella Manzo, Planner & Staff Liaison to HPAC

ATTACHMENTS:

- 01 315 Mtn Historic Alterations Application Materials

BACKGROUND:

The property owner of 315 Mountain Ave is requesting to alter the front façade of their structure by adding rough-sawn board and batten siding and by adding corrugated steel wainscot, among additional improvements discussed in the application and this staff report. Attached in the packet is the application provided by the applicant, a photo of the building as it exists at the time of this application, a mock-up of the proposed alteration, an example of the materials proposed, and a diagram of the building’s location provided by the applicant. The building’s location via aerial imagery is highlighted in blue below:



The proposed façade amendments to 315 Mountain Avenue can be found in the attached document and represent the applicant’s intent to restore the building to its original historic appearance while improving the integrity and aesthetic of the façade. The applicant proposes to remove the existing metal canopy installed by previous owner in 2013, replace deteriorating non-original metal signing, and install steel wainscot and rough-sawn board and batten to coordinate with the adjacent building. The applicant also proposed to restore and paint historic door and window trim, and retain the existing

historic placard. An image of the building from the early 20th century when the building was home to City Restaurant can be found below:



This applicant previously applied for Major Alterations for this property and was approved in 2021. For transparency and compliance with current code, the proposed changes are being presented to HPAC for recommendation to the Town Board of Trustees.

UPDATE/NEXT STEPS

Section 30-9-111.3 of the Land Development Code indicates that a proposal for major alterations requires the Historic Preservation Advisory Committee to discuss and make a recommendation to the Town Board. This recommendation may be for approval, approval with conditions, or denial of the applicant's request. The item is scheduled for discussion with the Historic Preservation Advisory Committee on November 10, 2025 followed by staff's presentation of the Historic Preservation Advisory Committee's recommendation at the Town Board meeting on November 25, 2025.

This report reflects discussion regarding the proposed façade treatment and does not reflect comments regarding the use of the structure or the site planning for the building in relationship to the Mountain Avenue Overlay District Plan, the Berthoud Architectural Guidelines and the Town Code regarding site planning or commercial development.

Municipal Code Section 30-9-102 defines the term Alteration as follows: An addition, removal, change, or reconfiguration which alters the exterior character of a Local Historic Landmark including new construction in Historic Districts.

- i. Minor alterations shall include painting, repair or replacement of roof using the same or similar materials as the existing roof, or foundation repair.
- ii. Major alternations shall include window or door replacement, additions, and removal of architectural elements, for example.

Staff has determined upon review of the term, "Alteration" that the proposed work falls into the category of "Major Alterations."

The following standards shall be discussed and included in the Historic Preservation Advisory

Committee's recommendation to the Town Board and must be met to approve a major alteration of a Local Historic Landmark. Each of the standards found in the Town Code are listed below followed by a response from staff in italic font. Staff's response is based on the materials submitted for the consideration of a Major Alteration of a Local Historic Landmark.

30-9-111.6: Minor or Major Alterations: Authorization from the Town Staff is required for work identified as minor alterations as defined in this Section as defined in this Section. Authorization from the Town Board of Trustees with a recommendation from the Committee is required for work identified as major alterations to the exterior as defined in this Section. In order to approve an application for an alteration of a Local Historic Landmark, or a Contributing Structure in an approved Historic District, the approving authority shall find that the proposal meets the following standards:

- a. A property shall be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.

Staff response: The applicant is not proposing changes to the use of the building with this application for exterior alterations.

- b. The historic character of a property shall be retained and preserved. The relocation of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property shall be avoided.

Staff response: The applicant is not proposing the removal of elements that contribute to the historic character of the property. The elements proposed to be removed are not original to the façade, including the metal siding and metal canopy installed in the late 2010s that are not historically sympathetic.

The proposed addition of rough-sawn board and batten intended to coordinate with the adjacent building and corrugated steel siding are in greater congruence with the building's historic appearance. The applicant also proposes to restore and paint existing doors and trim to improve overall appearance.

- c. A property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, shall be discouraged.

Staff response: The applicant is not proposing the creation of a false sense of history. The applicant is proposing a sympathetic façade improvement which will result in a structure that fits into the historic context of the Downtown Commercial Character and Mountain Avenue Overlay Districts as well as enhance the character of the block.

The applicant has provided historical photos of the building façade and the proposed changes are sympathetic to the original intent. While the proposed changes do not represent restoration to the original façade, the proposed changes do represent restoration to the correct time period of the structure and adjacent structures.

- d. Changes to a property that have acquired historic significance in their own right shall be retained and preserved.

Staff response: The features of the building being removed and renovated do not contribute to the historic significance to the building.

- e. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.

Staff response: Please see the written response to criteria b above. The proposed renovation will bring historic materials, features and finishes back to the property.

- f. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and, where possible, materials. Replacement of missing features shall be substantiated by documentary and physical evidence.

Staff response: The proposed renovation is significant and will reflect the historic context of the block.

- g. Chemical and physical treatments, if appropriate, shall be undertaken using the gentlest means possible. Treatments that cause damage to historic materials shall not be used unless otherwise approved by the Town Staff.

Staff response: The Applicant has not presented that they will be undertaking the work listed in this standard.

- h. Archaeological resources should be protected and preserved in place. If such resources must be disturbed, mitigation measures should be encouraged.

Staff response: The Applicant has not presented that they will be undertaking the work listed in this standard.

- i. New additions, exterior alterations, or related new construction shall not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and shall be compatible with the historic materials, features, size, scale and proportions, and massing to protect the integrity of the property and its environment.

Staff response: The proposed renovation is significant and will reflect the historic context of the block.

- j. New additions and adjacent or related new construction shall be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Staff response: The proposed renovation is significant and will reflect the historic context of the block. The work to be completed includes a new façade with elements that reflect historic storefronts while not imitating a historic storefront and creating a false history.

RECOMMENDED ACTION(S)

Staff recommends approval of the applicant's request for a Major Alteration to a Local Historic Landmark for the building façade at 315 Mountain Avenue.

The building permit shall not be processed until the Historic Preservation Advisory Committee and the Town Trustees have approved this request.

Town of Berthoud
807 Mountain Ave
P.O. Box 1229
Berthoud, CO 80513-2229
Ph. 970-532-2643 Fax 970-532-0640



APPLICATION FOR ALTERATIONS TO HISTORIC LANDMARKS

The Town of Berthoud Historic Resources Ordinance requires that exterior alterations to a designated historic property, or to a property within a designated historic district must receive a Certificate of Approval issued by the Town of Berthoud. The following information is needed to consider this request:

PROPERTY OWNER(S)

Name: Whitney Way

Address: 315 Mountain Avenue, PO Box 1064, Berthoud, CO 80513

Phone: 720-371-1730 cell

E-mail: whitney@citystarbrewing.com

APPLICANT (if different from owners)

Name: _____

Address: _____

Phone: _____

E-mail: _____

Certification: I certify that the information and exhibits submitted are true and correct to the best of my knowledge.

Applicant (print): Whitney Way

Phone: 720-371-1730

Signature: _____

Date: 10-20-25

Owner (print): Whitney Way

Phone: 720-371-1730

Signature: _____

Date: 10-20-25

SUBMITTAL CHECKLIST FOR ALTERATIONS TO HISTORIC LANDMARKS

Alterations to a designated historic landmark, a contributing structure in an approved historic district, or the major alteration of a historic landmark of statewide significance may include painting, staining, window or door replacement, additions, removal of architectural elements or other similar work, landscaping, relocation, or demolition. (*Note: The ordinary repair or maintenance of these structures that does not involve a change in design, materials or appearance does not require review and approval under the Historic Resources Ordinance*). Alterations to designated historic landmarks shall be done in conformance with the *Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings* as published by the U. S. Department of the Interior, National Park Service. The following submittal information is required:

Date Submitted: _____

Completed Application Form

\$100.00 Application Fee

Site plan, drawn to scale, showing:

- Name, date, project address, north arrow, graphic scale, date of drawings, and name
- Location of existing and proposed structures
- Dimensions, height, and materials of all proposed structure(s)
- Location of existing landscaping, parking areas, and utilities
- If the project involves new construction, a scale drawing (character sketches or architectural elevations) showing openings (windows, doors), materials, and proposed colors
- If the project involves replacement of historic elements (windows, doors) product literature, as available
- Digital photos showing the existing exterior of the structure on all visible sides (date photos and indicate the view the photo was taken from)

- Narrative of the proposed project, addressing the following items** (attach additional pages if needed):

A. **Describe the proposed work:** _____

restore building to original historic look as much as possible while improving the integrity and look of the facade. Remove exiting metal canopy (installed by previous owner in 2013) and deteriorating metal siding (which is not original). Install rough-sawn board batten to coordinate with adjacent building. Install corrugated steel wainscot to improve appearance and protect building from elements and future use. Restore and paint historic door and window trim. Preserve and reinstall historic placard.

B. **Provide details about proposed materials and colors:** _____

materials: rough-sawn board and batten, corrugated steel wainscot

colors: natural, neutral colors (Mark French is only aware of white trim in historic photos so consider white for trim)

C. **How does the proposed project address the applicable Town of Berthoud’s review standards** (see Section 30-9-111.5. of the Berthoud Municipal Code (available online at www.berthoud.org))

upon review of 30-9-111.5 this project is in compliance of the Town of Berthoud standards. Additionally HPAC already reviewed and approved this project in 2021.



10-20-25 photo taken facing south

The image is a stylized architectural elevation drawing of a building facade. The main structure is composed of vertical brown wood planks. At the base, there is a section of corrugated steel wainscoting. Two windows with white frames and black panes are positioned on either side of a central black rectangular area. The word 'Zoller' is written in a large, white, serif font across the upper portion of the facade. A vertical dimension line on the left indicates a height of 19 feet, and a horizontal dimension line at the bottom indicates a width of 19 feet 6 inches. The drawing uses a limited color palette of browns, black, white, and grey.

Zoller

rough sawn board and batten, wood trim

*No change
to existing
historic
doors and
windows*

*corrugated steel
wainscoat*

19'

19'6"



4th Street

3rd Street

Sidewalk

Mountain Avenue

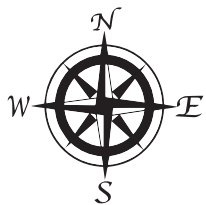
Sidewalk

TREE

19'6" wide

water underground
no other utilities

315 Mountain
Avenue



October 20, 2025
Whitney Way - City Star Brewing

