



Historic Preservation Advisory Commission Regular Meeting

**807 Mountain Avenue
Berthoud, Colorado 80513
Monday, March 9, 2026, at 5:30 PM**

This is an **In-Person** meeting at the location and time noted above.

- 1. Roll Call**
- 2. Approval of Meeting Minutes**
 - A. February 2026 Meeting Minutes (Min)**
- 3. Public Comment Period**
- 4. Discussion Items**
 - B. Annual Report to Town Board of Trustees - 5/12/2026
 - C. Review of Draft Historic Preservation Plan
- 5. Adjourn**



MINUTES OF THE MEETING OF THE HISTORIC PRESERVATION ADVISORY COMMITTEE

807 Mountain Avenue

Town of Berthoud, Colorado

Tuesday, February 4, 2026, 5:30 p.m.

Leslie Moore called the meeting to order at 5:31 p.m.

Roll Call -

Members present: Leslie Moore, Lee Hardies, Joan Cullen, John Belcastro, Carri Grimditch, Courtney VanHooser, and Andrew Wayland. Members absent: Ryan Durfee and Tim Hardy. Staff present: Anne Johnson, Bella Manzo.

Approval of Minutes from 1/12/2026 -

Documents:

[Minutes.01_12_26.pdf](#)

Motion by Joan Cullen, Second by Lee Hardies; unanimous approval

Public Comment Period –

No public comments

Discussion Items -

Preservation Plan update, including first draft of plan from Chronicle Heritage:

Anne Johnson brought members up to date with where we are with the Preservation Plan and what the next steps will be. She noted that Chronicle Heritage and town staff have meetings scheduled to review the suggestions they will be receiving from HPAC members and other stakeholders at the stakeholders' meeting on February 5th. Anne said that after gathering input, a draft of the plan will be published for public input. There will be a social media blast and press release. Joan will coordinate with town staff for inclusion in the Berthoud Weekly Surveyor.

Other business -

1. Bella Manzo shared that the 335 Mountain Ave applicant withdrew the request, based not only on comments received from HPAC, but also on the discovery of additional concerns related to their construction plans.
2. Bella reported that the public outreach/social media blast for the online walking tour has been pushed back to April, because it will make more sense to do it when it's more likely that people will be interested in outdoor activities.

3. Bella distributed a printout of the slides for the CIRSA training that HPAC would be attending after its meeting.
4. Joan shared an update on the water tower sign project. Eagle Scout candidate is seeking approval from Scout Leader.
5. Leslie noted that she will not be present at the next monthly meeting, as she will be on vacation. Lee will chair that meeting.
6. Bella requested that Leslie, Carri Grimditch, and Joan submit their receipts for their Saving Places Conference registration. The three HPAC members will attend the conference in Denver, February 11th-13th, and will share their experiences with the group at a later date.

Adjournment -

Courtney VanHooser made a motion to adjourn; unanimous approval

Meeting adjourned at 5:46 p.m.

Post-meeting Work Session -

HPAC meeting attendees adjourned to the Berthoud Town Board Room for an annual joint training with P.O.R.T. and Tree Advisory Committees led by CIRSA Executive Director Tami Tanoue, regarding the role, function, and responsibilities of advisory committees.

Minutes prepared by Joan Cullen, HPAC Secretary

PRESERVATION PLAN FOR BERTHOUD, CO

FEBRUARY 2025 DRAFT



ACKNOWLEDGMENTS



Town of Berthoud
807 Mountain Avenue
Berthoud, CO 80513

<https://www.berthoud.org/>

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Historic Preservation Advisory Committee:

Leslie Moore, Chair
Lee Hardies, Vice-Chair
Carri Grimditch
Courtney VanHooser
John Belcastro
Joan Cullen
Ryan Durfee
Tim Hardy, Board Liason

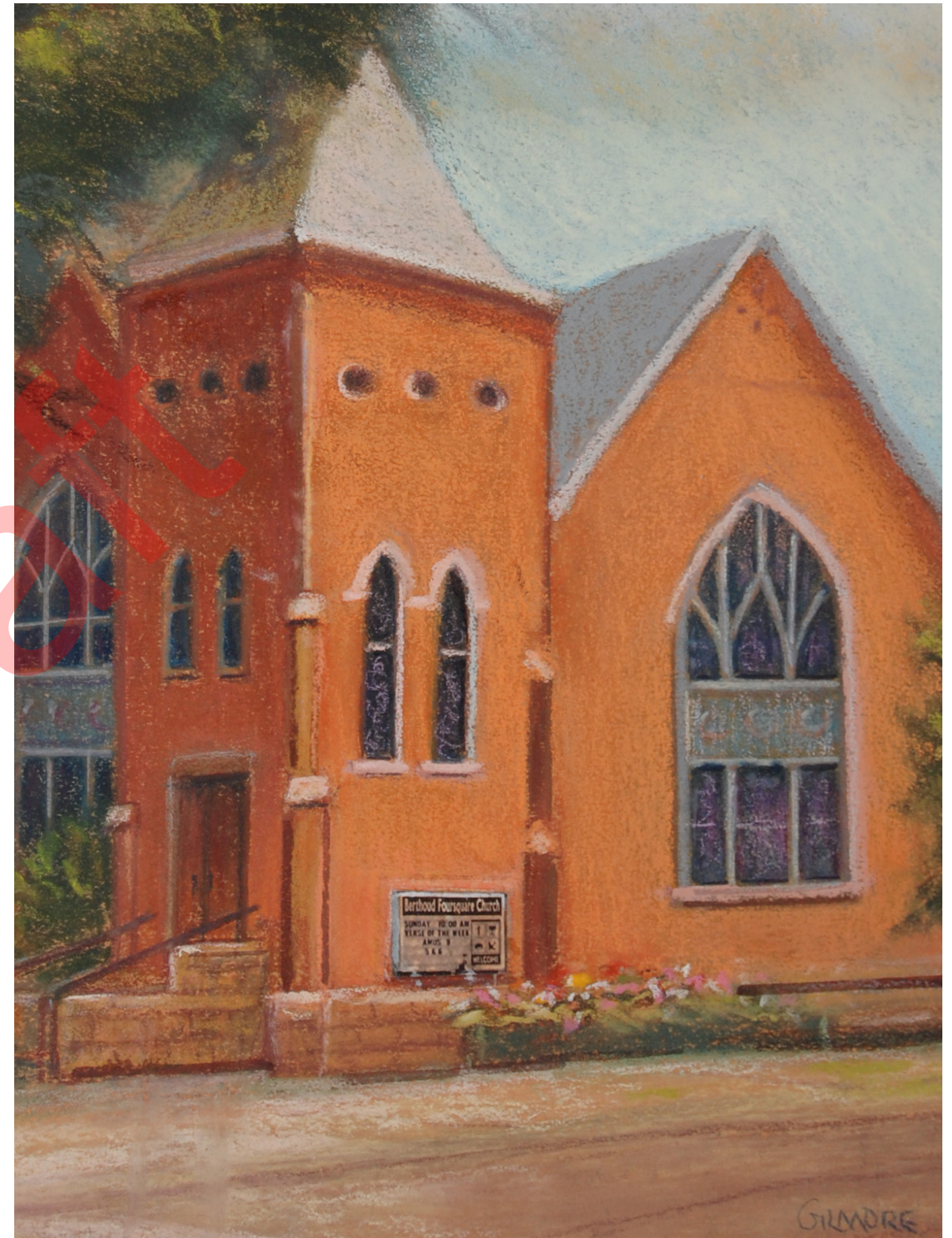
Berthoud Staff:

Anne Johnson, Community Development Director
Bella Manzo, Planner

Chronicle Heritage Staff:

John Schuttler, Senior Architectural Historian
Caleb Gasperek, Preservation Planner
Alyssa Maziarz, Graphic Designer

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BERTHOUD

GARDEN SPOT OF COLORADO

Located between Longmont and Loveland along the I-25 and State Highway 287 corridors, Berthoud Colorado is a robust community of over 14,000 residents with a rich agricultural heritage and vibrant, historic downtown.

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CHAPTER 1

INTRODUCTION



Bimson's Blacksmith Shop prior to its rehabilitation. In 1976 the building was purchased by the Berthoud Historical Society and opened as the Little Thompson Valley Pioneer Museum two years later. The building is listed on the National Register of Historic Places.

(Source: Library of Congress)

Summary

Located on a bluff in the Little Thompson Valley, the Town of Berthoud has grown steadily since its founding in the late 1800s into a vibrant community of over 14,000 residents. Boasting a rich agricultural history, Berthoud has an active downtown characterized by a variety of building and architectural types that reflect nearly 150 years of architectural history. The 2026 Berthoud Preservation Plan is a collaborative effort between the Town of Berthoud, the Historic Preservation Advisory Committee (HPAC), community stakeholders, the public, and cultural resource consultants Chronicle Heritage that seeks to promote and celebrate the history of Berthoud through the built environment and areas within its Growth Management Plan. The creation and implementation of this plan was made possible by a grant from the State Historical Fund. The objective of this Plan is to document the Town's existing historic preservation program and establish a long-term vision for its future through a series of goals, strategies, and implementing actions. This plan is the first of its kind in Berthoud.

Historic preservation in Berthoud is facilitated by the Historic Preservation Advisory Committee (HPAC), a Town board entrusted with protecting and promoting Berthoud's historic resources. The HPAC primarily accomplishes this by reviewing and nominating historic properties and districts to the local landmark register. Since the HPAC was formed in 2002, one historic district and over fifty properties have been designated as historic landmarks. While the HPAC has been successful in protecting many of its early historic resources centered around the downtown commercial core, a comprehensive inventory of the community's historic resources has not yet been undertaken. This plan aims to empower the HPAC and its community partners with the knowledge and tools necessary to reveal more of the Town's history and implement measures to protect its historic resources for the enjoyment of future generations.

A Brief History

Prior to the arrival of Europeans in Colorado's northern Front Range, the area surrounding present day Berthoud, Colorado was first inhabited by the Paleoindian peoples belonging to the Clovis culture (12,000-11,000 B.P), and later the Folsom culture (11,000-10,000 BP). The Paleoindians of the Front Range lived within a climate both cooler and wetter than today. These early people lived as hunter gatherers, moving along with the seasons and following the migration of now-extinct large game animals such as mammoths, camels, and sloths which they hunted. Archaeological sites in the area including camp sites, kill sites, and animal processing sites provide an impartial record for how the first inhabitants of the Front Range lived.



The Chicago, Burlington & Quincy R.R. passing through Berthoud. (Source: Denver Public Library Special Collections RR-1210)

Over time continental glaciers receded, and environmental conditions improved until the Front Range's climate reflected what we have come to experience today. Numerous tribes would come to inhabit the Front Range in the immediate years proceeding the arrival of Euro-Americans including the Arapaho, Ute, and Cheyenne people. Primarily nomadic people, these Native people moved from place to place as the seasons changed. The Cheyenne and Arapaho primarily inhabited the eastern plains, where they hunted bison and other game. The Utes, who relied less on the hunting of bison, primarily resided in the mountains and western plateau lands. Each of these tribes relied on the waters of the Cache la Poudre, the Platte, and the Big Thompson, as well as smaller tributaries such as Little Thompson Creek.

The Pikes Peak gold rush of 1858 signaled the beginning of American expansion into what would become Berthoud. In 1872 homesteader Lewis Cross arrived in Larimer County and established the region's first post office, the Little Thompson Post Office. Another early settler was Peter Turner, who established a homestead on a bluff north of the Little

Thompson River near the Cross Ranch. Within a few years a school, general store, and a blacksmith shop were built and a town began to take shape.

In 1877 a rail line of the Colorado Central Railroad was constructed over the Overland Stage route which passed through Turner's homestead. The railroad company built a depot and section house near the post office. A small rural community grew around the post office and rail depot and the community was named Berthoud in honor of Edward L. Berthoud, an engineer who mapped some of the early rail routes through the Little Thompson Valley. The location of the rail depot presented problems with trains passing through Berthoud. The depot was located at a low point in the valley that made it difficult for trains departing Berthoud in both directions. Turner, who owned land at a higher elevation north of the current townsite, laid out and platted a new townsite at no cost to the railroad. Between 1883 and 1884 the railroad and other inhabitants of Berthoud moved to the new townsite located at the present day location of Berthoud.

In the late 1800s the agricultural importance of Berthoud grew as the Town expanded. Local farmers established a ditch company and began drawing water from the Big Thompson river to irrigate their crops. Shortly after the Berthoud Ditch and Reservoir Waterworks was established and residents of Berthoud approved a measure to lay pipe to a lake north of town. The development of Berthoud's water infrastructure provided crucial access to water for both municipal and farming uses. Businesses to support local agriculture grew and expanded throughout the late 1800s and a small, but notable commercial sector developed. In addition to farmer's cooperatives and grain elevators, Berthoud's early businesses included a bank, general and specialty stores, and a hotel operated and owned by Peter Turner.

In addition to commercial enterprises, civic and religious organizations were built to support community life in Berthoud. Peter Turner established the first school in



The German Congregational Church of Berthoud circa 1930. (Source: Denver Public Library Special Collections X-7307)

Berthoud proper on the north side of Mountain Avenue between 6th and 7th streets. In 1895 the school was torn down and a new brick building was erected that doubled the size of the original school. The Presbyterians established the first church in Berthoud, though they were soon followed by the United Brethren Church who built an imposing Gothic Revival church at the corner of 4th Street and Mountain Avenue. By the 1920s six denominations had established churches in Berthoud.

Residential development in Berthoud was initially concentrated to the west and north of the commercial district on the north side of Mountain Avenue within the original Turner lots. In the early 1900s George Kee, a local real estate mogul, purchased 40 acres from Turner and established the Capitol Hill Addition. The addition included 72 lots along 4th, 5th, and 6th streets. The addition included many residential dwellings with modern conveniences such as water, sewer, and electric lights. Other notable developments include the Long's Peak Addition, the Welch Addition, and Fickel Park which was home to many of Berthoud's business and civic leaders.

Throughout the first half of the 20th century the automobile would transform the landscape of the Town. The first Ford dealership was established in Berthoud in 1912 by Emery Bashor. In 1922 the Town's first service station was built at the corner of 1st Street and Mountain Avenue. In the 1930s homes and businesses were assigned numbered addresses and street signs were erected along major avenues. Between 1924 and 1925 Mountain Avenue was designated as State Highway 56 and US Highway 287, formally linking Berthoud to other communities along the highway system of the Front Range. The ascent of the automobile coincided with the waning of agricultural and the community's reliance on the railroad. In the second half of the 20th century Berthoud has diversified its economy through the tourism, manufacturing, and service industries, though agriculture remains an important part of the community's identity and cultural heritage.

What is Historic Preservation?

Historic preservation is the practice of identifying, protecting, and preserving buildings, landscapes, archaeological sites, and other aspects of the built environment that have historic and cultural significance, so that these resources might be preserved, protected, and enjoyed by future generations. Historic preservation is most often associated with the tangible aspects of our environment, but is also mindful of the stories, ideas, traditions, and beliefs embodied within these places. Historic preservation does not strive to freeze historic places in time, but to utilize these places through thoughtful transformations which serve modern purposes while preserving their integrity and character. Historic preservation includes both advocacy-based and compliance-based initiatives. Local regulations facilitate the preservation of historic properties; while oral histories, community engagement, and a broader understanding of history help to instill a sense of shared stewardship within the community.

Preservation Planning

As a planning document, it is important to understand what preservation planning is. Preservation planning is the process of organizing preservation activities through the identification and evaluation of historic properties, protecting those properties through mechanisms such as zoning or preservation ordinances, and managing these properties for their long-term stewardship. Preservation plans such as this document are a key component of preservation planning and help to establish long-term goals and management strategies. Preservation planning occurs at many scales including the state, within the boundaries of a community, or within a specific project area.

Preservation planning is guided by the following National Park Service (NPS) principles:

- Historic properties cannot be replaced when destroyed. Preservation planning aims to preserve historic properties in place and plan for their long-term use.
- Preservation planning begins before all significant properties in a community have been identified. Existing information should be used to make informed decisions, and new information should be acquired as necessary.
- Public participation is essential in the planning process and should be used to help define the values of a community and the threats to its historic properties. Public participation helps to broaden support for historic preservation by defining shared values that guide preservation planning decisions.

NPS Preservation Terminology

Preservation: Preservation is defined as the act or process of applying measures necessary to sustain the existing form, integrity, and materials of an historic property.

Reconstruction: Reconstruction is defined as the act or process of depicting, by means of new construction, the form, features, and detailing of a non-surviving site, landscape, building, structure, or object for the purpose of replicating its appearance at a specific period of time and in its historic location.

Rehabilitation: Rehabilitation is defined as the act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features which convey its historical, cultural, or architectural values.

Restoration: Restoration is defined as the act or process of accurately depicting the form, features, and character of a property as it appeared at a particular period of time by means of the removal of features from other periods in its history and reconstruction of missing features from the restoration period.

What is a Historic Preservation Plan?

A historic preservation plan is a planning document adopted by a government entity that provides an inventory of existing conditions within the Town and a framework for identifying, protecting, and promoting its historic resources in the future. The NPS recommends state and local governments adopt preservation plans as a way of integrating historic preservation into the broader realm of public policy and community advocacy. Preservation plans assess the strengths and weaknesses of the Town's existing preservation program in order to identify what is working well, what could be improved, and what opportunities or tools are available to use. A primary component of a preservation plan is the formulation of goals and strategies based on community feedback and coordination between Town staff, consultants, stakeholders, and the public.

How to Use This Plan

This plan is meant to be utilized by Town staff, the HPAC, community stakeholders, and the public. Each involved entity has a part to play in carrying out this plan. Town staff and the HPAC are the primary managers and administrators of this plan. Staff utilized the Action Plan contained within this document for annual budgeting and work planning. The Town Board of Trustees approves the annual budget which directs staff's priorities for the year. Community stakeholders such as non-profits, businesses, and other community groups will also help facilitate strategies found herein, especially those that rely on community input, outreach, and advocacy. Finally, members of the community support this plan by participating in cultural activities, supporting local businesses, and engaging in heritage tourism which helps instill a sense of shared ownership and stewardship of Berthoud's historic resources.

Historic preservation plans such as these are living documents which change over time to reflect the changing priorities of the community. As goals and priorities change, it will be necessary to update this plan in the future. Preservation plans are typically implemented over five to ten years. After five years, the Town should assess whether an update is needed and repeat this evaluation every five years. Grant funding may be available to update the plan in the future.

2030 Colorado Preservation Plan

History Colorado, the State Historic Preservation Office (SHPO), has adopted its own statewide preservation plan. State preservation plans such as the 2030 Colorado Preservation Plan help to coordinate and support local preservation efforts across the state. Like the Berthoud preservation plan, the state plan includes a series of goals and strategies for coordinating statewide efforts through 2030. The NPS, which oversees the National Historic Preservation Act (NHPA), requires states to adopt preservation plans and update those plans every 10 years. The Berthoud Preservation Plan uses the State plan as a reference for the framing of this document and some of the goals and strategies found herein. The state plan may be accessed at <https://www.historycolorado.org/state-preservation-plan>.



**History
Colorado**

We Are Colorado. Somos Colorado.

Goals, Objectives, and Actions

Vision 2030: Preservation serves and inspires Colorado communities by connecting people, places, and stories to honor our shared history, strengthen our collective sense of belonging, and build a more vibrant and resilient future.

The goals, objectives, and actions for achieving this co-created vision cannot stand alone and depend on the success of one another. Although the goals below are separate and distinct, they are part of a continuum of effort that we, as Coloradans, can all work from. Together, we will work to:

Preservation Plan Development

The Town of Berthoud hired cultural resource consultants Chronicle Heritage in August 2025 to create Berthoud's first townwide preservation plan. The plan was developed over a nine-month period that included community engagement through an online survey and several meetings between Town staff and Chronicle Heritage throughout the planning process.

Community Survey

Between October 1 and November 14, 2025, a community-wide online survey was conducted in coordination with the Town of Berthoud, consultants Chronicle Heritage, and community stakeholders. To generate awareness of the survey and the plan's objectives, staff from the Town of Berthoud's Community Development Department and Chronicle Heritage hosted a booth at the town's Octoberfest celebration on October 4. Feedback gathered from the survey was fundamental in developing the goals and strategies outlined within this plan. The survey also provided key insights into the challenges facing preservation in Berthoud, as well as opportunities for future planning efforts. A total of 145 responses were received. A full copy of the survey can be found in the Appendix.

Insights from the Community Survey:

1. Millennials (ages 30–45) make up the largest proportion of survey respondents followed by Gen X (ages 45–60). This is reflective of the Town's population at large; nearly 50% of Berthoud's population fall within the Millennial or Gen X cohorts.
2. 70% of survey respondents are familiar with the HPAC and 80% of survey respondents are familiar with the Berthoud Commercial Historic District and local landmarks.
3. 85% of survey respondents stated that it is either very important or extremely important to preserve important places, neighborhoods, and landmarks within Berthoud.
4. Over 75% of respondents said that the Town of Berthoud is effective in preserving and promoting historic resources within the community.
5. Nearly 70% of respondents see no downsides to the Town expanding its inventory of historic landmarks and districts.
6. The majority of respondents believe the Town should prioritize identifying and documenting new historic landmarks and districts. The community would also like to see historic preservation integrated into other Town endeavors such as economic development and for the Town to forge new partnerships with community organizations.

To gain additional insights into the community's attitudes towards historic preservation and priorities in planning efforts, staff from the Community Development Department and Chronicle Heritage identified six broad action items in response to the following prompt: ***What can the Town of Berthoud do to promote historic preservation?***

Attendees at the Town's Very Merry Berthoud event on December 6, 2025 were asked to select three action items they felt deserved the most attention in preservation planning. The responses served as a basis for refining the action items included in this plan. A total of 268 people participated with the following results:

- Development of school programs and presentations - 248 selections
- Promotion of state tax credits available to individual property owners for restoration of historic properties – 135 selections
- Designation of more historic districts in Berthoud's Growth Management Area – 134 selections
- Stronger requirements concerning architectural salvage – 129 selections
- Development of workshops/training sessions for owners of historic properties – 98 selections
- Generation and distribution of posters/signage for businesses supporting historic preservation efforts – 60 selections

Residents were asked to identify important sites, neighborhoods, or buildings in Berthoud that should be preserved or investigated for future preservation efforts. Examples of some of the responses include:

- **Welch Avenue and Mountain Avenue**
- **German Congressional Church**
- **Town Park Ballfields**
- **Rancher's Wife (604 3rd Street)**
- **Ludlow Farm area**
- **Bacon Lake area**
- **Open space, natural areas, and agricultural properties**
- **Little Thompson River corridor**
- **Flagstone sidewalks**
- **Heritage trees**

Historic Preservation in Berthoud, Colorado

National Historic Preservation Act of 1966

In 1966 the federal government under President Lyndon B. Johnson passed the National Historic Preservation Act (NHPA) of 1966. The NHPA established the National Register of Historic Places (NRHP), the Historic Preservation Fund (HPF) administered by the National Park Service, State Historic Preservation Offices (SHPOs), the Section 106 review process, and the Advisory Council on Historic Preservation (ACHP), the federal agency which oversees historic preservation issues in the U.S. The NHPA is significant for being the most comprehensive preservation legislation in the nation and for establishing a clearly defined process for historic preservation based on codified federal regulations. The NHPA also created specific roles, responsibilities, and obligations for Native American tribes, state governments, and local governments such as Berthoud.

History Colorado and the State Historic Preservation Office (SHPO)

In 1879 the State Historical Society of Colorado was founded. Today this organization operates as History Colorado, the State Historic Preservation Office (SHPO). Colorado was one of the first states to appoint a State Historic Preservation Officer after the passage of the National Historic Preservation Act of 1966. History Colorado is responsible for administering federal preservation laws, reviewing state nominations for the National Register of Historic Places, consulting with federal agencies, administering the federal tax credit program and the State Historical Fund (SHF), maintaining a database of historic properties in the state, and coordinating with local municipalities such as Berthoud through the Certified Local Government (CLG) Program.

State Historical Fund (SHF)

Established over 30 years ago, the State Historical Fund awards grants on an annual basis for preservation projects across the state. Grants from the SHF are available to public entities, Sovereign Tribal Nations, and non-profit organizations in Colorado. Private individuals and for-profit entities may apply for SHF grants if they are completed in coordination with a public entity or non-profit who administers the grant on their behalf. All projects under the SHF require a matching contribution toward the project total and must meet certain standards and criteria set forth by History Colorado in the annual Grant Program Handbook. Both competitive and non-competitive grants are available annually. Competitive grants are available through two grant rounds per year with a maximum grant request of \$250,000, while noncompetitive grants are available year-round for up to \$20,000. Competitive grants typically provide funding for the built environment, archaeology, and education or training related to historic preservation. Noncompetitive grants typically aid in the planning and development of future, larger historic preservation projects. History Colorado encourages applicants to reach out to their engagement staff early in the process to determine which type of grant your project may be eligible for. For more information visit <https://www.historycolorado.org/state-historical-fund>.

Did you know?

This preservation plan was supported in part by a grant from the State Historical Fund. Since its creation the State Historical Fund has awarded nearly \$400 million for historic preservation projects across all 64 of Colorado's counties.

Certified Local Government (CLG) Program

In 1980 the NHPA was amended by the U.S. Congress to add the Certified Local Government (CLG) Program. CLGs are counties or local governments certified by the SHPO and the NPS which have shown a commitment to historic preservation in their communities. Municipalities participating in the CLG program must meet NPS requirements that include:

- The establishment of a local preservation ordinance and a historic preservation commission (such as the HPAC).
- The CLG must maintain inventory of historic properties in their community.
- The CLG must provide the opportunity for public participation in local preservation programs.
- The CLG must review and comment on NRHP nominations submitted within their jurisdiction.
- At least one member of the HPAC must attend a SHPO-approved educational/training event each year.
- The CLG must submit an annual report to History Colorado that includes the number of cases reviewed and their outcomes, new designation, progress on any survey activities, educational activities, and the credentials of new HPAC members and assigned Town staff.

In exchange for complying with the CLG requirements, communities such as Berthoud have access to certain benefits:

- CLGs have access to grant funding that can be used for historic resource surveys, planning documents, historic property nominations, or educational activities. These grants do not require a matching amount and are separate from the State Historical Fund.
- Technical support from History Colorado and NPS in order to advance local preservation efforts.
- CLG communities can join national organizations such as the National Alliance of Preservation Commissions that provide additional resources.
- CLG communities can take advantage of CLG-exclusive networking and training opportunities throughout the state.
- The ability to participate in the review of tax credit projects.
- Property owners of locally designated landmarks and contributing buildings within the historic district are eligible for the 20 percent State Historic Preservation Tax Credit and access to the State Historical Fund.

CLG Grant Fund

Through History Colorado, CLGs such as Berthoud may apply for grant funding through the U.S. Department of the Interior's Historic Preservation Fund (HPF) Program. The program requires that at least 10% of Colorado's annual program funds are subgranted to CLGs such as Berthoud. These grants are awarded on a competitive basis only and do not require a matching contribution from the applicant. Two types of grants are offered under the CLG Grant Fund: General and Scholarship. Scholarship grants are awarded for specific training opportunities for Town staff and commission members. General grants encompass all other types of eligible projects and are subject to the rules outlined in the annual CLG Program grant manual. For more information visit <https://www.historycolorado.org/certified-local-government-grants>.



Downtown Berthoud as pictured in 1920 during a snow storm.
(Source: Denver Public Library Special Collections, X-7310)

Incentives for Historic Preservation

History Colorado offers several financial incentives tied to the state's historic rehabilitation tax credit for qualifying historic properties.

State Residential, Commercial, and Housing Tax Credit

The Residential, Commercial, and Housing Tax Credit programs are financial incentives offered by History Colorado that help to preserve and rehabilitate qualifying historic properties. The programs work by reducing your state income tax dollar for dollar over a ten-year period when you spend money preserving or rehabilitating a property which is listed on the national, state, or local register of historic properties. Applicants interested in one of the programs are encouraged to visit <https://www.historycolorado.org/preservation-tax-credits> for a list of qualifying expenses and application procedures, and to contact History Colorado at hc_oahp@state.co.us before beginning the application process. A basic comparison of the three programs is provided in the table below.

	State Commercial Tax Credit	State Residential Tax Credit	State Housing Historic Tax Credit
Property Type	Commercial or income-producing historic properties	Private residential historic properties	Commercial properties where 50% of the square footage becomes net new rental housing
Credit Size	\$1,000,000	\$100,000	\$1,500,000
Percentage of Qualified Expenses	25% for urban properties; 35% for rural properties	20% for urban properties; 35% for rural properties	25% for urban properties; 35% for rural properties; plus an additional 5% for affordable housing
Transferability of Credits	Credits may be transferred until claimed	Tax credit stays with the owner of the property	Credits may be transferred until claimed

Federal Incentives

A 20% income tax credit is available for the rehabilitation of certified historic structures through the National Park Service. Applicable buildings must be considered depreciable under the Internal Revenue and must be a commercial, business, or income-producing building, this includes rental or apartment buildings. However, private residential buildings do not qualify under the federal tax credit program. The tax credit works as a dollar for dollar write-off of federal income taxes owed. Qualifying buildings must be a certified historic structure, or a building that is individually listed in the National Register of Historic Places or contributing to a National Register listed historic district. Properties which are not listed in the National Register may qualify for the program under certain conditions. A preliminary determination of significance from the National Park Service may be used to determine if a building would qualify for the National Register, thereby potentially qualifying for the tax credit program. Work qualifying for the program must meet the Secretary's Standards for Rehabilitation. Property owners interested in the federal tax credit program should first review the requirements at <https://www.nps.gov/subjects/taxincentives/about.htm> and contact History Colorado for more information at hc_oahp@state.co.us.

Tax benefits may also be available through placing a voluntary historic preservation easement on your property. Preservation easements are typically in the form of a deed that permanently protects a historic property by restricting the property's development. Due to the complexity of historic preservation easements, interested parties should first contact a tax attorney and visit <https://www.nps.gov/subjects/taxincentives/about.htm> for more information.

Berthoud's Historic Preservation Program

Historic Resources (Chapter 30, Section 10)

The local regulations pertaining to historic resources are found within Chapter 30 Section 10 of the Berthoud Municipal Code. Section 10 includes the formation of the Historic Preservation Advisory Committee (HPAC), their roles and duties, and the standards and procedures for listing historic resources as local historic landmarks or to a local historic district. Another key part included in Chapter 30 Section 10 is the procedures for the alteration or demolition of local historic landmarks and contributing resources within historic districts.

Historic Preservation Advisory Committee (HPAC)

Chapter 30 Section 10 of the Berthoud Municipal Code establishes the HPAC, a Town board entrusted by the Board of Trustees with protecting Berthoud's historic resources. The HPAC is tasked with protecting Berthoud's historic and cultural resources and carrying out the duties necessary to maintain Berthoud's status as a Certified Local Government (CLG). Formed in 2002, the HPAC is the primary body responsible for protecting Berthoud's historic resources. Since 2002, over 50 resources in Berthoud have been designated as historic properties, including one building on the National Register of Historic Places and one building to the State of Colorado Landmark Register. In 2008 the HPAC successfully formed its first historic district, the Berthoud Commercial Historic District. The District includes a number of notable historic commercial buildings in Berthoud's historic downtown. The HPAC is responsible for providing recommendations to Town staff and the Town Board of Trustees concerning:

- Criteria for review of historic resources and for review of proposals to demolish designated resources.
- Resources to be nominated for designation as either a historic structure or historic district and designated resources qualifying for such designation.
- Application for alterations to the exterior of designated historic structures or elements of historic districts.
- Applications for moving or demolishing a Designated Local Historic Landmark.
- Matters related to preserving the historic character of the Town.
- Support or financial assistance for preservation-related programs.
- Removal of properties from the register for reasons including, but not limited to, acts of God, undue hardship and public health/safety concerns.
- Application fees for applications made by citizens applying for historic designation or who are applying to alter or demolish a historically designated property.

Local, State, and National Designations

In Colorado there are three levels of landmark designation that a historic property may fall under, these are the local, state, and national registers. Historic properties on local registers, such as the Berthoud historic landmark register, are protected under local preservation ordinances. This level of designation carries regulatory protection, requiring property owners to undergo a design review process before making exterior alterations to their historic property. Historic properties are also protected from demolition under local registers.

The Colorado State Register of Historic Properties administered by History Colorado is the state's register of historic properties which are significant to the history of the state. The program includes buildings, structures, objects, districts, and archaeological sites. Properties which are listed in the National Register of Historic Places are automatically placed in the Colorado State Register. Unlike local registers, listing on the state register is largely honorary and historic properties are not protected from demolition or alterations in most cases. An exemption to this rule is when state agencies undertake a project which may affect properties listed on the state register. State agencies are required to consult with History Colorado when a project could affect properties listed on the state register.

The National Register of Historic Places is the official list of significant historic sites, buildings, structures, districts, and objects important to our nation's history. Listing in the National Register of Historic Places provides national recognition for sites of historical or architectural significance. Like the state register, listing in the National Register of Historic Places is largely honorary, and private property owners of listed properties are not restricted with what they can do to their property. There are exceptions to this rule; for instance, if a National Register of Historic Places property is also listed on the local register, then the local regulations would apply. For example, the Bimson Blacksmith shop is listed both locally and nationally.



Properties on the National Register are often easily identified by their distinct plaques.

(Source: NPS)

Local Historic Landmark Register

One of the primary duties of the HPAC is the identification and evaluation of historic resources. Typically, only historic resources over 50 years in age are considered for inclusion in Berthoud's local register of historic landmarks and historic districts. Historic resource surveys are the primary method through which the HPAC identifies and evaluates historic resources. When evaluating historic resources, the HPAC applies the significance criteria and the seven aspects of historic integrity to determine if a historic resource is eligible, potentially eligible, or ineligible for listing in the local register. The four eligibility criteria used by the HPAC when evaluating historic resources are as follows:

- A. The resource is associated with events that have made a significant contribution to the broad patterns of our history; or
- B. Is associated with the lives of significant persons in Berthoud's past; or
- C. Embodies the distinctive characteristics of a type, period, or method of construction; represent the work of a master; or possess high artistic values; or represent a significant and distinguishable entity whose components may lack individual distinction; or
- D. Has yielded or may be likely to yield, information important in history or prehistory.

Historic resources must meet at least one of the criteria above in addition to retaining sufficient historic integrity. The seven aspects of integrity are location, design, setting, materials, workmanship, feeling, and association. The aspects of integrity are used to determine whether a historic resource sufficiently conveys its historical significance. If a resource has been determined to be eligible and retain historic integrity, the resource may be designated as a local historic landmark. The flowchart on the next page summarizes the designation process.

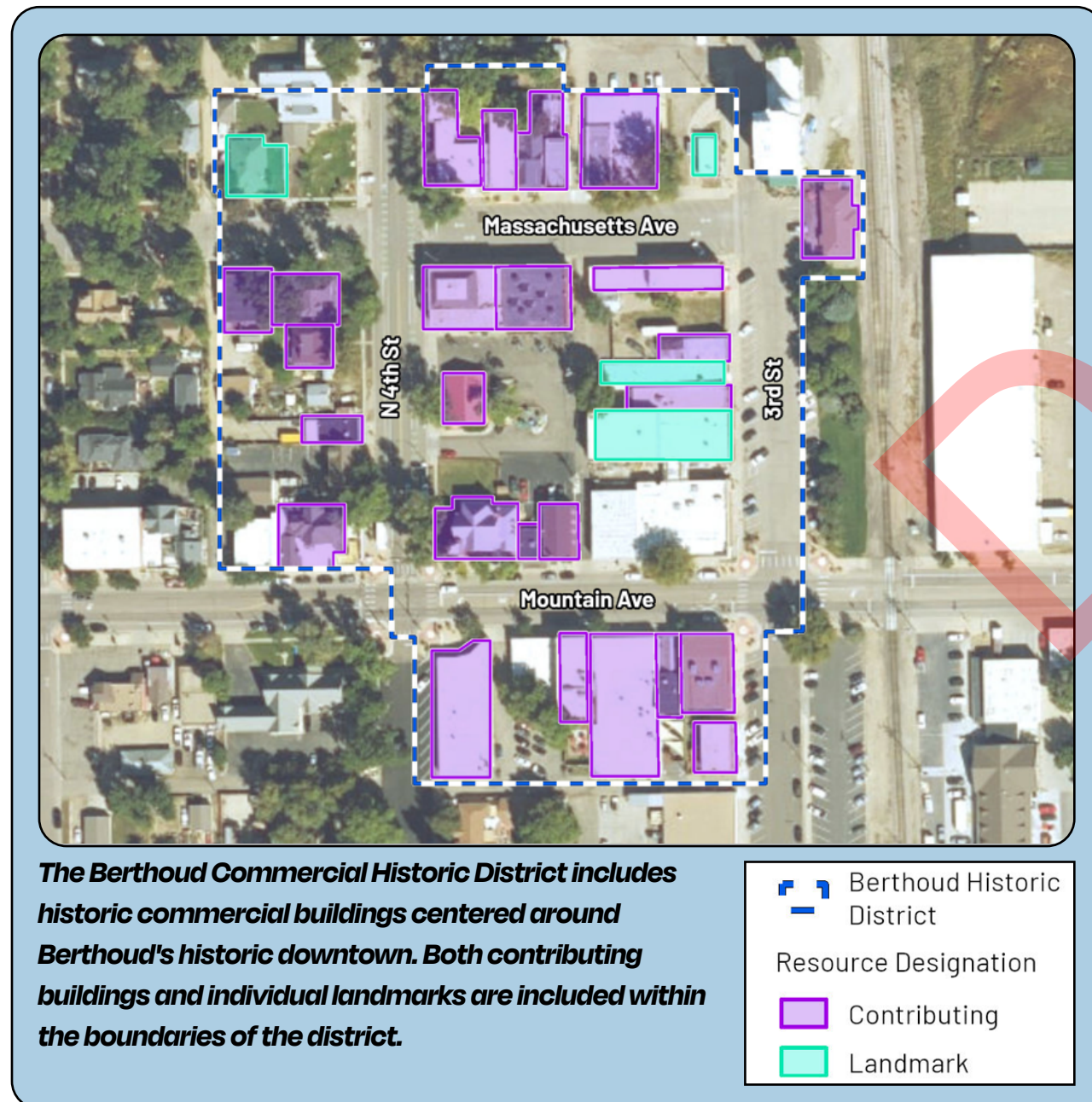
Once a historic resource has been added to the local landmark register, any changes to the exterior of the property must conform with the Secretary of the Interior's Standards for Rehabilitation. When a development review application is received and processed for review by referral agencies, Staff determines whether historic resources may be affected by the proposed development. If a proposal may have an effect, Staff issues the application for review by the HPAC, in addition to all other necessary referral agencies. The HPAC then has the opportunity to give comments on the application, which the applicant must address before moving forward in the review process. When an application must go through multiple submittals, HPAC is given the opportunity to comment on each submittal until comments have been addressed.

Berthoud Historic Property Designation Process



Berthoud Commercial Historic District

As part of their regular duties, the HPAC may make recommendations to the Town Board of Trustees for the formation of historic districts. For a historic district to be approved, the majority of the property owners within the boundaries of the proposed district must approve of the designation. The regulations of the proposed district shall only apply to those buildings or properties which have been identified as contributing to the historic district. The Town of Berthoud currently has one local historic district, the Berthoud Commercial Historic District. The district is located in the core of Berthoud's historic downtown and includes commercial and other non-residential properties.



Local Historic Landmarks

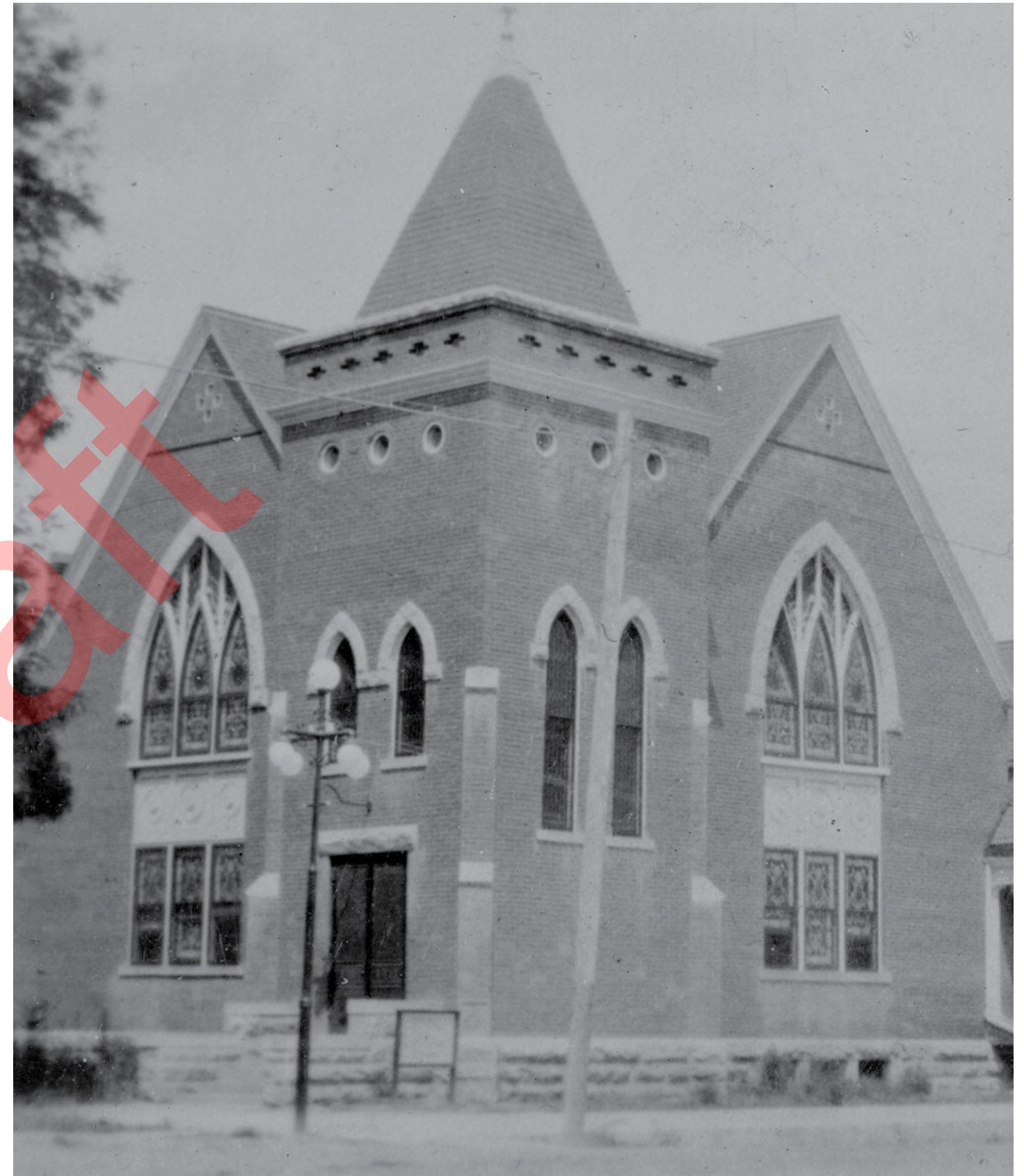
Local Historic Landmarks (LHL's) are locally significant historic places designated by the Town of Berthoud for their exceptional value or quality in illustrating or interpreting the heritage of the Town. LHL's are protected under Chapter 30 Section 10 of the Berthoud Municipal Code. Several LHL's are located within the Berthoud Commercial Historic District while others are found outside of the district's boundaries. LHL's within and outside of the Berthoud Commercial Historic District are afforded the same protective measures under Chapter 30 Section 10. To maintain its status as a CLG, Town staff and the HPAC are tasked with maintaining an inventory of historic properties within the Town's jurisdiction. Berthoud maintains the following inventory of LHL's found on the next page.

Property Name	Address	Year Landmarked	Historic District
August Johnson House	500 1st Street	2006	N/A
Arndt House	706 7th Street	2017	N/A
Berthoud National Bank	310 Mountain Avenue	2007	Berthoud Commercial
Bimson Blacksmith Shop ¹	224 Mountain	N/A	N/A
C.P. Thompson Home	717 6th Street	2019	N/A
Carlson Building	226 Mountain Avenue	N/A	N/A
Chamber of Commerce Building	307/309/311 Mountain	2008	Berthoud Commercial
City Star Barn - Jefferes Garage	321 Mountain Avenue	2008	Berthoud Commercial
Colorado and Southern Depot	600 3rd Street	2008	Berthoud Commercial
Culp House	733 5th Street	2016	N/A
Dr. J.B. Clymer House	400 Mountain Avenue	2008	Berthoud Commercial
Dunbar and Dunbar Variety Store	535 3rd Street	2008	Berthoud Commercial
Edumndson House	647 6th Street	2014	N/A
Elevated Water Tank	424 Larimer County Road 10E	2006	N/A
F.I. Davis House	549 N 4th Street	2008	Berthoud Commercial
First National Bank of Berthoud Building	328 Massachusetts Avenue	2008	Berthoud Commercial
United Brethren Church ²	500 4th Street	2001	N/A
First United Brethren Office Building	344 Mountain Avenue	2008	Berthoud Commercial
Garvin's Grocery	527 N 4th Street	2008	Berthoud Commercial
German Congressional Church	730 6th Street	2019	N/A
Gustav and Annie Swanson Farm	1932 1st Street	N/A	N/A

John Bell House	633 6th Street	2019	N/A
Kee and Lyon Building	333 Massachusetts Avenue	2008	Berthoud Commercial
L.H. Kelly House	541 N 4th Street	2008	Berthoud Commercial
Masonic Building	349 Massachusetts Avenue	2003	Berthoud Commercial
McCarthy Medical Office Building	338 Massachusetts Avenue	2008	Berthoud Commercial
McCarty-Fickel House	645 7th Street	2007	N/A
McCormick Brunner Cottage	631 5th Street	2017	N/A
Moon Theatre	342 Massachusetts Avenue	2008	Berthoud Commercial
Munson and Hubbell Mercantile	565 3rd Street	2008	Berthoud Commercial
Odd Fellows Building	335 Mountain Avenue	2008	Berthoud Commercial
Stranahan and Schreiner Building	425 Massachusetts Avenue	2008	N/A
Turner House	348 Massachusetts Avenue	2008	Berthoud Commercial
Ullery House	648 Welch	2017	N/A
Zoller's Shoe Shop	315 Mountain Avenue	2008	Berthoud Commercial
N/A	429/435 3rd Street	2008	Berthoud Commercial
N/A	525 3rd Street	2008	Berthoud Commercial
N/A	543 3rd Street	2008	Berthoud Commercial
N/A	603 3rd Street	2008	Berthoud Commercial
N/A	526 4th Street	2008	Berthoud Commercial
N/A	330 Massachusetts Avenue	2008	Berthoud Commercial
N/A	428 Massachusetts Avenue	2008	Berthoud Commercial
N/A	316 Mountain Avenue	2008	Berthoud Commercial
N/A	330 Mountain Avenue	2008	Berthoud Commercial
N/A	340 Mountain Avenue	2008	Berthoud Commercial
N/A	343/345 Mountain Avenue	2008	Berthoud Commercial
N/A	349 Mountain Avenue	2008	Berthoud Commercial
N/A	357 Mountain Avenue	2008	Berthoud Commercial

¹ The Bimson Blacksmith Shop is listed in the National Register of Historic Places

² The United Brethren Church is listed in the Colorado State Register of Historic Properties



The United Brethren Church pictured here around 1914 is listed on the Colorado State Register of Historic Properties and is the oldest ecclesiastical building attributed to Colorado architect Montezuma Fuller.

(Source: Denver Public Library Special Collections, X-7327)

Berthoud Community Partners

Two local organizations, the Berthoud Historical Society and Historic Larimer County, are engaged in efforts to promote and preserve the history of Berthoud, the Little Thompson Valley, and the surrounding region. Cooperation and collaboration with these two groups can provide additional resources across organizations, additional bandwidth for cultural programming, and broaden the network of support for preservation-based activities.

Berthoud Historical Society

The Berthoud Historical Society was organized in 1976 under Dr. R.B. Fickel, the mayor of Berthoud at the time. Fickel invited interested parties together for the purpose of forming a historical society. A year later in 1977 the Berthoud Historical Society was officially organized as a corporation by the State of Colorado. The organization is financed through membership dues, donations, monetary gifts, and fundraising events. A 12-member board of directors meets monthly and publishes a quarterly newsletter.

The organization hosts regular events promoting local history and culture including summer concerts, stargazing nights, summer workshops, and a speaker series featuring local historians and other presenters. The Berthoud Historical Society operates the Little Thompson Valley Pioneer Museum out of the Bimson Blacksmith Shop and the McCarty-Fickel Home house museum. Both properties are listed historic landmarks in Berthoud and the Bimson Blacksmith Shop is also listed on the National Register of Historic Places.



Bimson's Blacksmith Shop prior to its purchase and rehabilitation by the Berthoud Historical Society. The building is listed on the National Register of Historic Places. (Source: Library of Congress)

Historic Larimer County

Historic Larimer County is a non-profit organization that was formed in 1988 by Derek Roberts with the aim of preserving and promoting the history of Larimer County. The organization is engaged in education and advocacy throughout Larimer County and advocates for the preservation of historic structures and neighborhoods at risk of demolition or insensitive redevelopment. Historic Larimer County is administered by a 12-member board made up of representatives from towns, cities, and rural areas across the county.

Historic Larimer County hosts events, tours, and talks throughout the year, including preservation 101 workshops which provide detailed information on Colorado's architectural history and how historic preservation is implemented into public policy. The organization also administers an interpretive sign program, where applicants may apply for a historic sign on their property. Since 2018 Historic Larimer County has hosted annual preservation awards which recognize one or more recipients who have made an meaningful contributions to preserving Larimer County's history.



CHAPTER 2

GOALS, STRATEGIES, IMPLEMENTING ACTIONS, AND FIVE-YEAR PLAN

Introduction

Berthoud's Historic Preservation Plan aims to empower the Town's Historic Preservation Program over the next ten years through four aspirational goals, each centered around a distinct theme. The goals are intended to guide Town staff and the HPAC in strengthening the preservation program, protecting Berthoud's historic character, identifying and celebrating additional historic resources, and building community support through active engagement. The goals of the Preservation Plan are:

- 1. Strengthen and implement Berthoud's existing Historic Preservation Program.**
- 2. Protect Berthoud's existing historic resources and maintain the Town's historic character.**
- 3. Identify and protect new historic resources within Berthoud.**
- 4. Promote a greater understanding of local history through civic pride, community engagement, and partnerships.**

This chapter is organized with the four Goals at its foundation, followed by the applicable Strategies for achieving each goal. For each strategy there are Implementing Action(s) that illustrate how the strategy may be achieved. A table outlining the Implementing Actions for each Strategy is found at the end of the chapter, followed by a five-year plan that guides Town staff and the HPAC through implementing the strategies herein. Case studies from other communities in Colorado have also been provided to demonstrate how similar initiatives have been successfully implemented. The following sections are organized around this Goal, Strategy, and Implementing Action framework:

Goal

Goals are long-term aspirations that reflect a desired outcome for Berthoud's historic preservation program. The goals are intended to encompass overarching principles that guide preservation policy within Berthoud over the next five to ten years.

Strategies

For each Goal, a number of strategies have been identified. Strategies are intended to be completed within the life of this plan and should be measurable and achievable.

Implementing Actions

Each strategy includes implementing actions, or concrete tasks for Town staff and the HPAC to complete in support of the plan goals. A table found at the end of the chapter outlines the Implementing Actions for each strategy.

Case Studies

For most of the strategies found herein, a case study from another community has been included. With one exception, all the case studies are from other communities in Colorado. Case studies provide examples of how similar strategies have been implemented successfully in other communities and are intended to provide inspiration and ideas for Town staff and the HPAC as they implement the strategies found within the preservation plan.

Goal 1: Strengthen and Implement Berthoud's existing Historic Preservation Program.

Strategy #1.1: Undertake an annual review of the Historic Preservation Program and the Historic Preservation Plan.

One of the requirements of being a Certified Local Government (CLG) community is that Berthoud must submit an annual report to History Colorado in order to maintain its status as a CLG. Failure to do so may put the Town's CLG status at risk. History Colorado reviews the annual reports against a set of sixteen criteria that are used to evaluate a CLG's compliance with the program. Many of the strategies found herein would help to demonstrate Berthoud's compliance with the CLG program and should be included within the annual report upon their completion. Tracking progress helps Town staff and the HPAC stay organized, document achievements, and provide continuity for incoming staff and HPAC members.



Case Study

The Town of Lyons keeps an up-to-date record of achievements and ongoing projects within its monthly historic preservation committee meeting agendas. Agendas include ongoing projects, budget requests, active grants, and goal setting for the upcoming year. The City of Lakewood takes a similar approach and prepares and publishes an annual report of its historic preservation program. The report includes a record of achievements from the previous year and goals for the following year. A combined approach of tracking progress at regular meetings and compiling that documentation into an annual report will help to ensure that Berthoud maintains its CLG status and is able to accurately track progress within the preservation plan.

2024 Budget

- Request #1 Description: Certified Local Government (CLG) Subgrant: Historic Context Survey, Local Match Requirement (5.67% of Grant); Deadline for completion of Historic Context Survey is April 1, 2025.
 - Amount \$1500.00
- Request #2 Description: Funds to design and create bronze plaques for property owners who choose to designate their property as a Historic Property, recognized by the Town of Lyons and State of Colorado. The plaques would be displayed on the exterior of the property, identifying it as a Local Landmark. The City of Longmont issues a plaque like the one below. Rough cost estimates are \$125 p/plaque; the requested budget is for 5 properties to be designated in 2024.
 - Amount \$625.00
- Request #3 Description: Funds to organize and host 2-3 porch talks in 2024. Topics would likely focus on historic properties (to support the HPC's work in rolling out our Historic Designation Program) and/or the History of Lyons (to support the HPC's work on the Historic Context Survey Grant).
 - Amount \$1000.00

2023 Review

- \$25,000 Grant Started
- Land Acknowledgement
- Designation Process
- GIS Markers - Walking Tour
- Website

2024 Goal Setting

- We must attend a SHPO-approved training at least once per year
- We will have our first CLG evaluation in 2024 (it's every 4 years)
- Depot Building Designation + Plaque

The Town of Lyons's Historic Preservation Commission keeps an up to date and publically accessible record of its historic preservation endeavours, budget requests, past accomplishments, and goals for the year in their monthly agendas.

(Photo Source: Town of Lyons; <https://www.townoflyons.com/AgendaCenter/>)

Strategy #1.2: Annually apply for grant funding to achieve strategies found within the plan.

As a Certified Local Government (CLG), Berthoud has access to CLG-exclusive grants through both the Colorado CLG grant program and the State Historical Fund (SHF). While certain restrictions apply to both grants, many of the strategies outlined within this plan are eligible for grant funding under these two programs. Both the competitive grant under the SHF and the general grant under the CLG program have set deadlines, while the noncompetitive SHF grant has a rolling, year-round deadline. Competitive grant awards are typically announced in June and December, while noncompetitive grants are often awarded within 30–45 days of submission. Town staff and the HPAC should identify strategies within this plan and apply for grant funding as appropriate. Applicants for grant funding should apply for grants that align with the goals and objectives found within the state-level 2030 Colorado Preservation plan. Many of the goals and strategies found herein align with those found in the 2030 plan. When the Town applies for grant funding, they should note how the proposed project aligns with both the state 2030 plan and the Berthoud plan where applicable.



Case Study

Crested Butte was awarded a \$35,185 grant in 2024 to conduct a reconnaissance survey of historic resources in city limits. In 2025 Crested Butte was awarded an additional \$50,000 grant to design and implement historic district design guidelines and standards. Conducting historic resource surveys and adopting design guidelines were both identified as strategies within Crested Butte's 2024 Historic Preservation Plan. By applying for grant funding which aligns with the preservation plan, Crested Butte is following best practices and proactively building their preservation program. This approach demonstrates how preservation plan-driven grant applications can build momentum year after year.



The Town of Crested Butte is in the process of updating their historic district design guidelines. Design guidelines ensure compatible development and thoughtful alterations to historic properties. (Photo Source: Library of Congress)

Strategy #1.3: Ensure the goals of the Preservation Plan are represented in current and future planning efforts.

Town staff and the HPAC should play an active role in broader planning efforts within Berthoud. The management of Berthoud's historic resources is just one aspect of the larger built environment with connections to various other departments, groups, and individuals working to improve Berthoud. By ensuring that the broader environment is examined holistically in planning efforts, Berthoud may more readily address concerns and identify opportunities for collaboration between different Town departments and its community partners. Chapter 30 Section 10 – Historic Resources of the Berthoud Development Code entrusts the HPAC with collaborating with Town staff and together making recommendations to the Town Board of Trustees on how to best protect and enhance Berthoud's historic character and its historic resources. Town staff and the HPAC should also work with Weld and Larimer County and its community partners on relevant historic preservation issues.



Case Study

The Ivywild school of Colorado Springs was identified by the City of Colorado Springs as a Neighborhood Strategy area within its Urban Renewal Plan. The city sought to redevelop the site while strengthening the neighborhood's identity around the school, a focal point of the neighborhood which operated from 1916 to 2009. The school has since been renovated into a mixed-use facility featuring several local businesses. Streetscape improvements around the school were also constructed by the City through the Community Development Block Grant, with additional retail, residential, and office space being encouraged along Tejon Street through tax increment financing. The site was first identified in the 1993 Ivywild Neighborhood Master Plan, a plan adopted by the Community Development Division of Colorado Springs that emphasized the historic character of the neighborhood in its long-range goals.



The Ivywild School is a successful adaptive reuse project that was redeveloped into a mixed-use facility with CDBG funding.

(Photo Source: <https://www.visitcos.com/directory/ivywild-school/>)

Strategy #1.4: Enhance the orientation experience of new HPAC members through additional training and mentoring.

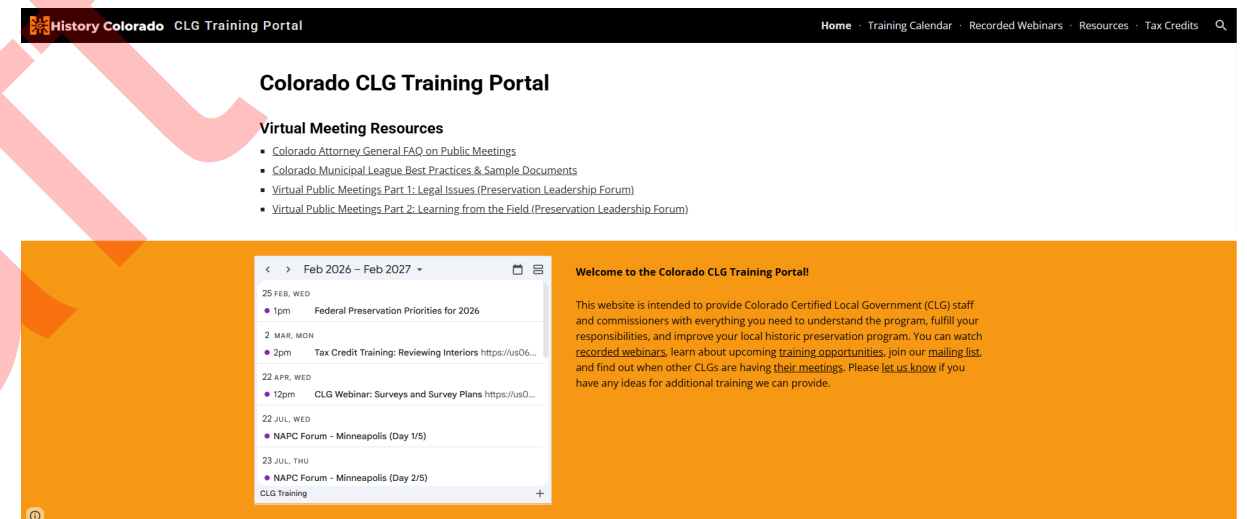
A well-informed and adequately trained HPAC is able to make informed and consistent decisions and rulings when a clear training package is provided during onboarding. As part of Berthoud's annual CLG review, History Colorado reviews the HPAC's performance in reviewing requests and the consistency of their design review decisions. By having an adequately trained HPAC, Berthoud reduces their risk of decertification in the CLG program. Many training materials are available online, through History Colorado, the National Park Service, and the National Alliance of Preservation Commissions (NAPC).

Strategy #1.5: Encourage members of the HPAC & planning staff to attend training opportunities and conferences for historic preservation such as the National Alliance of Preservation Commissions (NAPC) FORUM, the Colorado Preservation Inc. Saving Places conference, and the National Trust for Historic Preservation PastForward conference.

As a CLG community, Berthoud must send at least one commission member to a SHPO-approved training each year. Grant funding is available through the CLG Scholarship grant program to sponsor commission members to attend conferences such as the annual Colorado Preservation Inc. Saving Places Conference. Other relevant conferences include the annual NAPC FORUM conference and the annual National Trust for Historic Preservation PastForward conference. The NAPC also offers Commission Assistance and Mentoring Program or CAMP training to interested communities. CAMP training is specifically tailored to preservation commissions such as the HPAC and provides hands-on exercises, group discussions, networking, and mentoring through virtual or live training sessions.

Case Study

History Colorado hosts a CLG Training Portal that provides a comprehensive overview of the CLG program in addition to webinars, upcoming training opportunities, and other useful information for commissioners and Town staff. The portal also includes a basic overview of historic preservation as a discipline and useful case studies of successful historic property surveys, design guidelines, and public engagement programs from other CLGs in Colorado.



The History Colorado OLG training portal is a useful online tool for both commissioners and Town staff that provides access to training resources and online resources throughout Colorado.

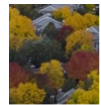
(Photo Source: <https://sites.google.com/state.co.us/clg-training-portal/home>)

Strategy #1.6: Utilize digital platforms to promote Berthoud's history and the work of the HPAC.

Web-based tools are one of the most effective tools for promoting a greater understanding of Berthoud's history and the work of the HPAC. The web-based historic story map on the Town's website is a great example of the types of information that should be included on the website. As initiatives are completed, additional content should be added to the website to help the broader public understand the history of Berthoud and the work of the HPAC.

Case Study

The Historic Preservation department within the City of Fort Collins hosts a variety of stories from the city's past on their webpage. Topics include the history of Civil Rights, Asian Americans, Hispanic people, Indigenous people, and other ethnic groups who have settled in Fort Collins through its history. The website features videos, brochures, walking tours, and other useful information that provides a comprehensive overview of each of these specific topics. Thematic surveys which are identified in Strategy 3.3 are an important tool for uncovering the full history of a city's development and can be used to begin building a similar repository of stories on the HPAC landing page.



Asian Americans in Early Fort Collins

This page is dedicated to telling the story of Asian Americans of all backgrounds in Fort Collins since the 1860s. It explores the lives, businesses, labor and education of early Chinese and Japanese residents, highlighting their resilience in the face of racism and exclusion and their lasting contributions to the city's history.



Black and African American History in Fort Collins

Explore the stories of Black/African American residents in Fort Collins. From early settlers and pioneering families to civil rights activism, housing struggles and community leadership, these stories highlight resilience, contributions and places that shaped the city's past and present.



Civil Rights History in Fort Collins

A hub for the City's 2022-2023 historic context project on civil rights in Fort Collins, this page highlights the people, movements and places that shaped the fight for equality since the 1860s, including Black, Hispanic, LGBTQ+, Asian American and Native American civil rights.



The City of Fort Collins Historic Preservation landing page.

(Photo Source: <https://www.fortcollins.gov/Services/Historic-Preservation/Full-Story-Fort-Collins-Stories-from-Our-Past>)

Strategy #1.7: Create and adopt a regular HPAC digital newsletter.

A dedicated preservation newsletter is a practical tool for keeping residents and property owners informed of local preservation news. Creating a regular preservation newsletter should be prioritized for Town staff and the HPAC as it will help to spread awareness of the program and keep residents up to date on the implementation of the plan's strategies. It may be beneficial to coordinate with community partners such as the Berthoud Historical Society and Historic Larimer County to create a shared newsletter. Information within the newsletter should provide updates to residents on accomplishments of the historic preservation program, new developments, and ongoing and future projects. Any new historic landmarks or historic districts should also be highlighted within the newsletter.



Goal 2: Protect Berthoud's existing historic resources and maintain the Town's historic character.

Strategy #2.1: Adopt user-friendly design guidelines for local historic districts.

The Town of Berthoud has adopted the Secretary of the Interior's Standards for Rehabilitation (the Standards) within Section 10 of the Berthoud Development Code. The Standards provide direction for making repairs, alterations, and additions to historic buildings. The intent of the Standards is to assist with the long-term preservation of a historic building's significance through the preservation of historical features and materials. Several sections of Berthoud's Development Code also include architectural standards for new construction that strive to create compatible infill development with Berthoud's historic building stock. Local design guidelines build on the Standards by providing a clear, user-friendly document with specific details and illustrations on appropriate alterations, additions, and new construction in a format tailored for Berthoud. Design guidelines are one of the most effective tools adopted by preservation commissions for guiding appropriate development and rehabilitations within historic districts and for local landmarks. Design guidelines are intended to be utilized by the general public, Town staff, developers, architects, and members of the HPAC. Unlike an ordinance or development code, design guidelines are typically found outside of a municipality's municipal code, though they usually require review by the local preservation commission, planning commission, and city council or board of trustees before they are adopted and implemented. Design guidelines are a common recipient of grant funding and should be prioritized for the Town of Berthoud.

Case Study

In 2024 Carbondale was awarded a CLG grant to update its existing historic district design guidelines. The guidelines provide an overview of architectural styles in the town and their significant elements, appropriate alterations, and appropriate treatment measures for preserving historic elements. The guidelines also include guidance for new construction in its historic districts to ensure that new development is compatible with the town's historic character. CLG grants may be used to create new design guidelines or update existing guidelines as was the case for Carbondale.



Carbondale is in the process of updating their existing historic district design guidelines. Pictured here is a unique beehive-shaped building in Carbondale. Design guidelines often include specific recommendations for alterations to building's based on their architectural type or significance.

(Photo Source: Library of Congress)

Strategy #2.2: Adopt salvage or deconstruction guidelines for demolished historic structures.

Chapter 30 Section 10-111.9.b of Berthoud's Development Code encourages the salvage of significant architectural elements when a landmark or contributing structure within the historic district is demolished. While demolition is discouraged, salvage ensures that important elements of the historic building are retained and reused within the community. Several municipalities around the U.S. have adopted ordinances that require historic buildings to be deconstructed rather than demolished, and for the salvaged materials to be reused in new construction. While a deconstruction ordinance may not be feasible in Berthoud, the Town can adopt clear guidelines that indicate which materials are worth salvaging. Historic design guidelines often include an overview of significant architectural styles and elements within a community and could help to facilitate clear salvage guidelines. The salvage guidelines may also be incorporated into the code as part of the proposed changes outlined in Strategy 2.6.



Case Study

In 2020, Boulder became one of a handful of cities in the U.S. to require deconstruction for residential and commercial structures rather than demolition, regardless of their age. The ordinance includes a mandatory minimum diversion rate, which stipulates that 75% of a building's weight must be reused or recycled. Since adoption, deconstructed materials have been used to construct new residences, offices, and commercial buildings around Boulder.



Steel beams from the former Boulder Community Hospital were salvaged and used in the construction of a new fire station in East Boulder.

(Photo Source: <https://coloradosun.com/2023/10/29/boulder-community-hospital-deconstruction-recycled/>)

Strategy #2.3: Update the existing HPAC Owner's Manual and distribute to property owners upon completion.

The existing HPAC Owner's Manual is an important publication that provides details on Berthoud's historic preservation program, including the benefits of local designation, the design review process, and the Colorado Preservation Tax Credit program. As Berthoud's preservation program expands, the manual can be updated to provide the most up-to-date information. The manual should include direct links to important information on the Town's website including a link to find if your property is a landmark or within a historic district, historic design guidelines, available incentives, contractors with historic preservation experience (available through History Colorado), and HPAC applications. While some of these resources exist already, as the preservation program expands more resources will become available for property owners and should be included within the Manual.



Case Study

In 2025 the Town of Lyons was awarded a CLG grant for historic preservation outreach materials. Public education programs, activities or publications that help to spread awareness of local, state, and federal preservation programs are an eligible expense for projects funded under the CLG grant program. Berthoud's Municipal Code entrusts the HPAC with initiating public education programs which may include public outreach materials.

**Are You Considering
Historic Designation
in Berthoud?**

Owner's Manual



The HPAC owner's manual is a useful tool that can be updated as more resources are made available for historic properties in Berthoud.

(Photo Source: <https://berthoud.org/260/Historic-Preservation-Advisory-Committee>)

Strategy #2.4: Explore incentives for property owners in the historic district and for landmarked properties.

Several financial incentives are available through state and federal funding sources including the State Historic Rehabilitation Tax Credit, the State Historical Fund, and the Federal Preservation Tax Credit. While these programs provide a crucial source of funding for preservation projects, only certain types of projects or properties may qualify for funding and the application process may prove daunting to individual property owners. Local incentives, both monetary and regulatory, are often more appealing to individual property owners and can help encourage community support for new historic districts and landmarks. Financial incentives may include matching grants for certified projects, tax rebates and credits, or financial assistance for architectural services. Regulatory incentives often involve expedited permitting, zoning or use adjustments, and variances which allow exceptions for properties that do not conform to modern codes. Several communities around Colorado have enacted local incentives for historic districts and landmarked properties that may be worth pursuing in Berthoud.

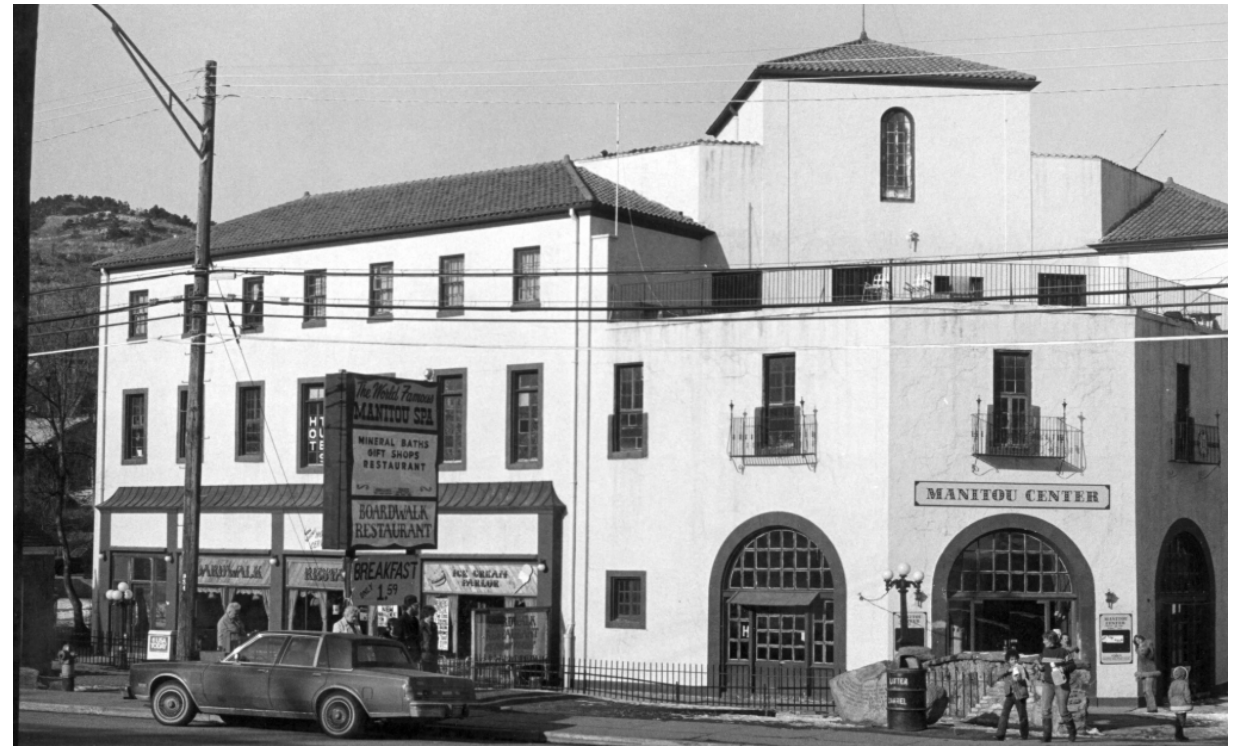


Case Study

Mini grants: Manitou Springs' Vicky Bunsen Doucette Memorial Mini-Grant Program provides matching assistance for eligible preservation work in historic districts. The grants cover up to 75% of project costs, with a \$2,000 maximum award per property owner. The program requires a 25% match by the property owner. Castle Rock, Cripple Creek, Fort Collins, Littleton, and Louisville have similar grant programs that are funded through the annual budgeting process.

Regulatory incentives: Communities such as Aspen and Boulder provide exemptions to local regulations such as setbacks, parking, or zoning variances for certain eligible historic properties.

Tax and fee incentives: Boulder, Manitou Springs, and Steamboat Springs have sales tax rebate or waiver programs for materials used in preservation and rehabilitation projects. Castle Rock, Denver, Glenwood Springs, and Littleton offer full or partial refunds of property taxes for designated historic properties.



Manitou Springs is one of several communities in Colorado that offers financial incentives for historic properties, such as the Manitou Bath House pictured here in the 1980s.

(Photo Source: Denver Public Library)

Strategy #2.5: Investigate methods to celebrate important historic aspects of the environment other than buildings (trees, landscapes, sidewalks, neighborhood setting).

During the community survey, respondents expressed interest in protecting historic landscape features beyond buildings. Several communities around Colorado follow this approach by protecting historic sidewalks, trees, viewsheds, and other landscape features, such as the 'Denver Hill,' a sloping topographic feature common to many historic properties in Denver.



Case Study

The Town of Telluride affords special protections for heritage trees, or those trees in the community that are recognized to be of significance due to their age, size, type, horticultural value, or historic significance. A permit is required to remove permit trees, though heritage trees are afforded special consideration and cannot be removed until all other alternatives have been exhausted.

The City of Denver addresses historic sidewalks, street trees, street furnishings, walls and fences, topographical features, and other historic landscape features in their historic district design guidelines. These environmental features are protected under the Landmark Preservation Ordinance and are required to go through the design review process for their alteration or removal.

Both Boulder and Carbondale have a 'structures of merit' program that recognizes significant buildings in the community which are not designated historic landmarks. These programs recognize these buildings for their special significance, though they are not regulated under the local preservation ordinance.



Many of Denver's historic neighborhoods are known for their historic flagstone sidewalks. (Photo Source: <https://denverite.com/2016/12/07/denver-many-flagstone-sidewalks/>)

Strategy #2.6: Consider adopting a demolition ordinance to review non-landmarked or non-historic district properties which meet certain criteria (over 50 years old, identified within a previous survey, etc).

Many municipalities both in Colorado and around the U.S. have adopted demolition ordinances which provide certain protections for historic buildings that are not landmarked or located within historic districts. These ordinances often require the building to be of a certain age, such as 50 years old, and to meet at least one of the eligibility criteria from the ordinance. Typically, the demolition case is reviewed by a staff planner who determines if the building meets the criteria for listing in the landmark register and retains sufficient integrity. If the building appears potentially eligible, the planner may present the demolition case before the local preservation commission, who may place a temporary stay on the demolition permit while alternatives are sought. If an alternative to demolition cannot be found, then the demolition may proceed after a set period. During the stay of demolition, the staff planner and preservation commission work with the applicant to find alternatives to demolition, which may involve rehabilitating or preserving the structure, moving the structure, or incorporating salvaged materials from the demolition into new construction.



Case Study

Chapter 47, Section 22 of Lafayette's Code of Ordinances requires that any demolition permit for a building over 50 years in age be reviewed by the local preservation commission before approval. If the commission determines that the building has potential historic significance, they may issue a stay of demolition not to exceed 90 days. During the 90 days the board may pursue actions to preserve the building including consultation with community groups, negotiations to move or salvage the building, or landmarking the building. If an alternative cannot be reached at the end of 90 days the demolition permit may be issued. Boulder, Fort Collins, Denver, Golden, and Longmont all have similar provisions to protect non-landmarked buildings.



This Sanborn map of Lafayette, Colorado in 1937 shows the layout of several streets with buildings overlaid on top. Sanborn maps and other historical data are useful for determining the approximate age of buildings when an exact date cannot be determined.

(Photo Source: Library of Congress)

Goal 3: Identify and protect new historic resources in Berthoud.

Strategy #3.1: Undertake a historic resource survey plan followed by reconnaissance and intensive level surveys.

Like historic contexts, historic resource surveys are the bedrock of successful historic preservation programs and are necessary for identifying and evaluating historic properties within a given community, neighborhood, or geography. Historic resource surveys provide valuable information that guides preservation planning decisions including successful land use policies, heritage tourism initiatives, and public education initiatives. Identifying historic properties is also a crucial part of determining which resources might be eligible for federal and state tax credits and other incentives. Conducting historic resource surveys will be a necessary step for designating new historic districts and listings to the local, state, and national register.

To identify new historic properties, Berthoud should first undertake a historic resource survey plan. A historic resource survey plan provides a comprehensive overview of previous survey efforts, identifies appropriate historic contexts, current survey needs, and prioritizes future surveys. A special grant fund is available for survey plans and may be applied for year-round. Following the historic resource survey plan, reconnaissance and intensive-level surveys may be used to identify eligible historic properties for the local, state, and national register. Intensive level surveys typically involve more in-depth research on potentially eligible properties identified during a reconnaissance survey to provide a formal evaluation of eligibility. History Colorado recommends that previously surveyed areas be resurveyed every five to ten years. It will likely be necessary to resurvey the areas from the 2004 and 2006 surveys. Resurveying the two areas could identify new historic resources and help document changes to previously surveyed buildings.

Case Study

Between 2019 and 2020 the Town of Frisco conducted a reconnaissance survey followed by an intensive level survey of historic resources within the Town. No previous formal survey had been conducted in Frisco prior to the 2019 reconnaissance survey. The reconnaissance survey covered nearly 188 acres of the Town and identified all buildings that appeared to have been constructed prior to 1950. The intensive level survey focused on a subset of these identified resources and included an evaluation of their integrity to determine which buildings would be eligible for the local landmark register. Both the reconnaissance survey and intensive survey were funded in part by CLG grants.



Historic resource surveys identify and evaluate historic properties in a community, such as the historic Frisco Hotel, pictured here in the early 1900s.

(Photo Source: Denver Public Library)

Strategy #3.2: Develop and document historic contexts to build a comprehensive history of Berthoud and supplement survey efforts.

Historic contexts and historic resource surveys are essential tools for identifying, evaluating, and protecting historic resources within Berthoud. Historic contexts are used to describe the broad patterns and significant periods of historic development within the community. They also provide information on the types of historic resources that may be found in Berthoud and can help direct the scope of survey efforts. Historic contexts may be conducted as part of a historic resource survey or as standalone documents. Both historic contexts and historic resource surveys are a common source of grant funding and a critical component of guiding future planning efforts. Before completing additional historic contexts, Berthoud should first complete a historic resource survey plan, identified in Strategy 3.1, which may be used to guide survey and historic context efforts.



Case Study

In 2025 the Town of Lyons contracted consultants to research and write a town-wide historic context through a CLG grant. The Lyons historic context defines key themes which shaped the town's development patterns and will be used to facilitate further preservation planning initiatives and support additional listings to the local, state, and national register.



Historic context reports, such as the one conducted for the Town of Lyons, is an essential piece of identifying historic properties within a community. The photo here shows downtown Lyons here as it appeared in the early 1900s. Photographs are a useful tool for aging and identifying historic properties.

(Photo Source: Denver Public Library)

Strategy #3.3: Develop thematic historic contexts and conduct thematic resource surveys of Berthoud.

Thematic surveys are a type of intensive level survey that documents specific property types and provides eligibility recommendations for those properties based on a central theme. Unlike a typical intensive level survey, which may look at all property types in a geographic area, a thematic survey identifies specific property types associated with a central theme, such as agricultural properties or railroad-era properties. Before a thematic resource survey is conducted, a thematic historic context must first be completed. A thematic historic context provides a comprehensive overview and history of the subject matter and includes information on the characteristics of the associated property type. Several respondents to the community survey emphasized the agricultural heritage of Berthoud as being important to the community's character.



Case Study

The City of Aurora conducted an intensive resource survey to identify eligible properties associated with the post-war development of the Hoffman Heights neighborhood, Aurora's first post-war suburban development project. The survey was conducted after an initial reconnaissance survey and included a historic context in order to identify significant residential, commercial, and public properties within the Hoffman Heights subdivision. Information collected from this thematic resource survey was used to identify eligible properties and delineate the boundaries for a Hoffman Heights historic district. Properties which are determined eligible through historic resource surveys are eligible for state and federal historic tax credits that may help to fund their preservation or reuse.



Thematic historic contexts and surveys help to identify properties associated with a central theme, such as the intensive survey of the Hoffman Heights neighborhood of Aurora, which specifically investigated post-war development in the neighborhood.

(Photo Source: <https://www.9news.com/article/life/style/colorado-guide/hoffman-heights-in-aurora-a-neighborhood-born-from-wwii>)

Strategy #3.4: Designate new local landmarks and local historic districts.

Designating new landmarks and historic districts to the local register is the most effective way that the HPAC may protect its local historic resources. Under Chapter 30 Section 10 of Berthoud's Municipal Code, the HPAC may recommend to the Town Board of Trustees properties and historic districts eligible for local listing. Unlike the National Register, which is a largely honorary designation, listings to the local register afford historic resources the most protection from demolition and alterations which may negatively affect the resource's character and integrity. To designate new landmarks and historic districts the Town of Berthoud will first need to develop historic contexts and undertake historic resource surveys to identify those properties and districts which are eligible.



Case Study

In 2025 the City of Colorado Springs listed its newest historic district, the Parkside Historic District in its local register. The historic district includes several buildings in the National Register and other locally contributing buildings. The effort to designate the area as a historic district was led by the Historic Uptown Neighborhood Association. The organization specifically mentions Colorado Spring's own historic preservation plan as being a catalyst for the neighborhoods designation. More information about the historic district and the extensive public process to designate the district can be found at <https://historicoptown.org/2022/04/23/parkside-district-preservation/>.



Historic apartment building located in the Parkside Historic District of Colorado Springs.
(Photo Source: <https://historicoptown.org/2023/12/14/624-n-cascade-ave/>)

Strategy #3.5: Designate new properties and districts to the Colorado State Register of Historic Properties and the National Register of Historic Places.

Through survey efforts, properties or districts may be identified which are eligible for listing in the Colorado State Register of Historic Properties and the National Register of Historic Places (NRHP). After a resource has been determined eligible, the property may be nominated to the Colorado Register and the NRHP through an application process with History Colorado and the National Park Service. Listings to the Colorado Register and the NRHP may be undertaken by individual property owners or community groups, though the nomination process can be daunting to individuals without prior experience. Listing within the Colorado Register and the NRHP is a largely honorary designation and property owners are not restricted with what they can do, though tax credits are available for alterations or rehabilitations which maintain or improve the historic integrity of the site.



Case Study

In 2024 The Colorado Asian Pacific United organization (CAPU) was awarded a CLG grant to identify sites associated with Denver's historic Chinatown, which existed around Market and Wazee Streets in the 1800s, for nomination to the State and National Register of Historic Places. The initiative is part of a larger project to uncover the history of Denver's Chinese residents, who faced racial discrimination throughout the 19th and 20th century. Projects which help to uncover the history of marginalized or underrepresented communities in Colorado are ranked higher when History Colorado evaluates grant applications. Grant funding is also available for the completion of National Register nominations, which often require the help of outside consultants.



Circa 1875 photo of a Chinese marching band along a street in Denver, likely Wazee Street. Wazee and Market Street were once the nexus of Denver's Chinese community, many of whom immigrated to the city in the late 1800s. Today, little remains of Denver's Chinatown, though efforts are underway to establish a historic district commemorating the area.

(Photo Source: Denver Public Library)

Strategy #3.6: Revise Chapter 30 Section 10-105.2 of the Berthoud Municipal Code to include non-contributing buildings within historic districts.

Chapter 30 Section 10-105.2 of the Berthoud Municipal Code dictates that non-contributing buildings within historic districts are not required to abide by the regulations of Section 10 for historic districts. While alterations to non-contributing buildings are typically not held to the same standard as landmarked or contributing buildings, they should still be sympathetic to the historic character of surrounding buildings and the larger historic district. Alterations to non-contributing buildings which are unsympathetic to surrounding historic buildings risk degrading the integrity of contributing buildings and the district as a whole. Reduced integrity can place historic districts at risk of delisting. Historic district design guidelines may provide guidance on appropriate alterations to non-contributing buildings.

Case Study

In 2011 the Foley Downtown Historic District in Foley, Alabama was significantly reduced in size due to years of inappropriate alterations which had reduced the integrity of the larger historic district. Alterations which reduced the integrity of the district included those to both contributing and non-contributing resources. Over time, the extent of the alterations caused large portions of the historic district to lose its historic character and feeling, thereby reducing the integrity of the district and necessitating a reduction in the district's size. Both contributing and non-contributing buildings play an important role in maintaining the integrity of historic districts. Historic design guidelines ensure that alterations to both contributing and non-contributing resources maintain the integrity of historic districts.



Strategy #3.7: Develop parameters for neighborhood conservation districts that seek to preserve the character and setting of historic geographies within Berthoud.

Neighborhood conservation districts are a planning tool similar to historic district overlays that aim to preserve the character and setting of a particular neighborhood or area. Unlike historic districts, neighborhood conservation districts do not meet the eligibility criteria for listing in a local, state, or national register. Neighborhood conservation districts preserve the character and feeling of older residential neighborhoods by protecting features such as setbacks, house sizes, roof shapes, porches, and other façade elements that give a neighborhood its distinct feeling. New construction within neighborhood conservation districts is required to be compatible with existing buildings and include elements that make the neighborhood unique. Neighborhood conservation districts can support neighborhood affordability while still encouraging reinvestment. The Mountain Avenue Overlay District within the Berthoud Development Code operates similarly to a neighborhood conservation district. To determine which neighborhoods or areas within Berthoud might qualify as neighborhood conservation districts it will be necessary to conduct historic resource surveys as noted under Strategy 3.1.



Case Study

Longmont's Conservation Overlay (C-O) zoning district is an overlay district that may be applied on top of the base zoning district. In 2023 the Historic Eastside Neighborhood Association (HENA) requested the city place a conservation overlay in their neighborhood. The request was made in response to a 2018 zone change which resulted in development pressures inconsistent with the existing neighborhood. The C-O overlay would ensure that new development is compatible with the character of the existing neighborhood and that the neighborhood remains affordable. The C-O overlay includes many provisions which help maintain neighborhood cohesion by requiring new buildings to have similar roof slopes and overhangs, exterior building materials, front porches, and window and door alignments to existing buildings on the same block face.



A modestly sized house in Longmont's eastside where a conservation overlay is proposed. Conservation overlays help to ensure that new development is compatible with existing buildings in a given area.

(Photo Source: Longmont Museum)

Goal 4: Promote a greater understanding of local history through civic pride, community engagement, and partnerships.

Strategy #4.1: Strengthen partnerships with potential stakeholder groups.

The Preservation Plan will be administered by Town staff in collaboration with the HPAC, though partnerships with local community groups may help to ensure the plan's success, provide opportunities for collaboration, and increase the number of available resources for utilization. Local preservation advocates and historic property owners are key stakeholders who can support and benefit from the strategies found in the plan. By strengthening relationships with local groups, the Town can build broader support for historic preservation in Berthoud and collaborate on the implementation of the strategies and goals outlined within.



Case Study

Discover Denver is a survey program of Historic Denver that relies on volunteers to identify historic buildings within the city that are historically, architecturally, or culturally significant. The program is a collaborative effort between Discover Denver, a local non-profit, History Colorado, and the City of Denver. Information collected in the survey is used to support historic designations within the city. The program is primarily funded by a grant from the Colorado State Historical Fund.



1764 Gilpin Street in Denver, Colorado. The building is one of hundred's surveyed by community volunteers through Discover Denver's neighborhood survey program.

(Photo Source: https://historicdenver.org/wp-content/uploads/sites/7422/2024/07/City_Park_West_Survey_Report-FINAL.pdf)

Strategy #4.2: Seek opportunities for cultural programming through festivals and other community events with community partners.

Chapter 30 Section 10 of Berthoud's Municipal Code entrusts the HPAC with the authority to promote the local history and culture of Berthoud through public education programs and other initiatives which raise public awareness of Berthoud's heritage. Several local and county organizations with an interest in local history host annual events, providing opportunities for collaboration between Town staff, the HPAC, and these organizations. Town staff and the HPAC should collaborate with local organizations such as the Berthoud Historical Society, Historic Larimer County, and Berthoud Main Street to find ways to collaborate on cultural programming and other festivals and events which promote a greater public awareness of local history.



Case Study

Each Memorial Day weekend the City of Colorado Springs hosts its annual Territory Days festival in the Old Colorado City historic district. The event is one of the state's largest street fairs and includes over 250 vendors, three stages for live music, and various cultural activities that celebrate the history of Old Colorado City. In addition to the street fair that includes pop-up vendors from around the state, many local businesses and non-profits participate in Territory days.



The log cabin pictured here in 1917 served as Colorado's capitol for five days in 1862. The cabin sits in Bancroft Park in the heart of Old Colorado City where the annual Territory Days festival takes place. (Photo Source: Library of Congress)

Strategy #4.3: Adopt a marker or plaque program.

Historic markers or plaques are a useful tool for recognizing important historic sites and resources within a community. Chapter 30 Section 10 of the Berthoud Municipal Code allows and encourages the HPAC to adopt a local marker program. Historic plaques may be mounted on buildings or installed as standalone markers, though they are best utilized when they can be viewed from a public right of way. Historic plaques often signify that a building or site is listed within a local, state, or national register, though many communities also provide plaques to non-listed buildings which the community has identified as significant. Historic plaques may be provided for individual landmarks or to all contributing resources within a historic district. Plaques may also be provided for specific projects as part of a community's annual preservation awards recognizing significant preservation projects. The Town of Berthoud should tailor its own historic marker or plaque program through public participation and partnerships with local organizations such as the Berthoud Historical Society. Several communities provide plaques free of charge to historic property owners through permit fees or other dedicated funding sources, or property owners may voluntarily purchase plaques through a program administered by the municipality.



Case Study

Historic Pueblo, Inc. is a non-profit organization modeled after similar organizations in Colorado such as Historic Boulder and Historic Denver that supports historic preservation in Pueblo through educational seminars, historic tours, and work with the local historic preservation commission. Historic Pueblo, Inc. maintains a historic plaque program that recognizes properties over 50 years old within the city. Properties which receive a historic plaque are not required to be locally listed. The Pueblo program is an example of a community which maintains a plaque program through a collaboration between a third party and the local preservation commission.

In 2022 the Town of Carbondale created a historic plaque program through the Town's historic preservation commission. The Town has since installed 22 plaques on historic properties. Applicants are required to submit a short application and provide a \$25 matching fee for the historic plaque. The Carbondale program is an example of a community in which the plaque program is run and administered by Town staff and the local preservation commission.



Several residences in Pueblo's Northside Historic District have received plaques through the Historic Pueblo, Inc. program.

(Photo Source: <https://www.historicpueblo.org/historic-places/pueblo-register-of-historic-places/157-generally-located-from-court-to-west-street-and-17th-to-19th-streets>)

Strategy #4.4: Create an interpretive historic sign program and integrate the program with web-based technology.

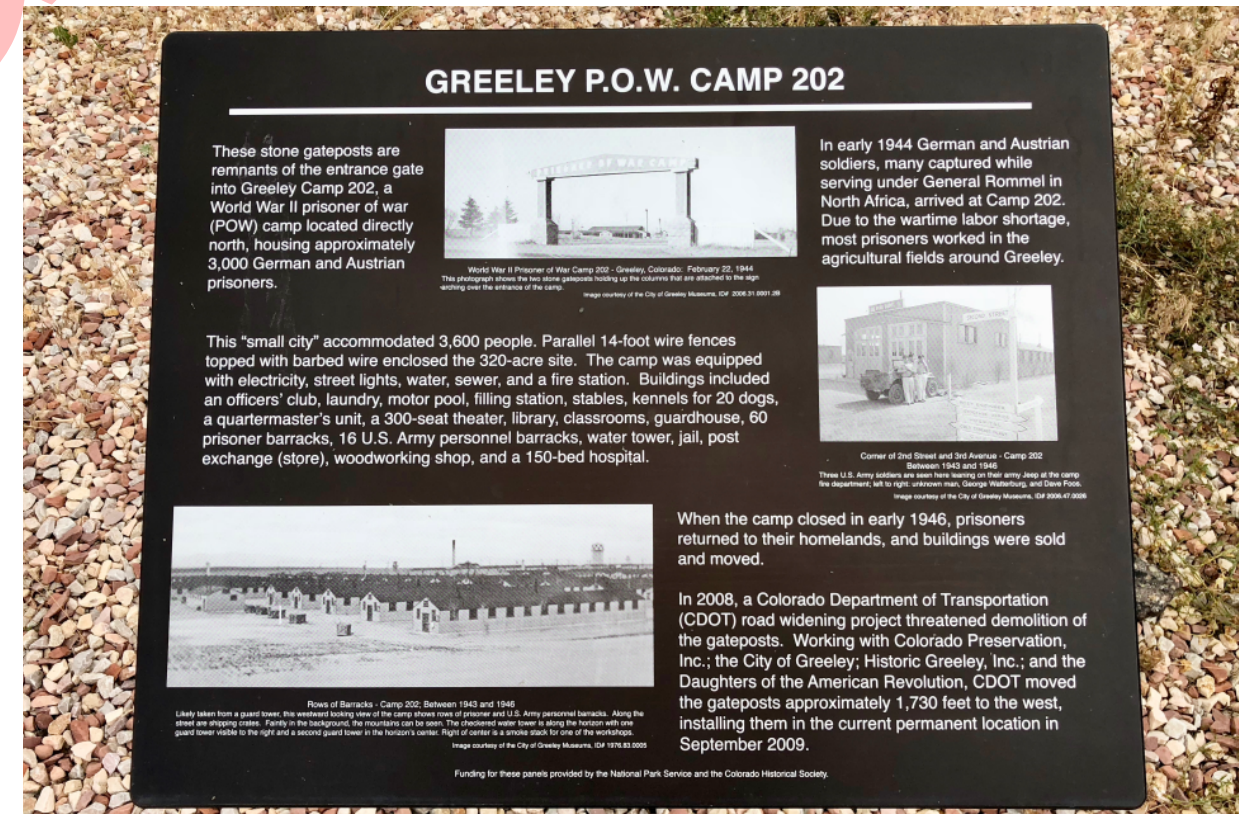
Like historic plaques, interpretive signs are a useful tool for educating the public on the history of a building or place. Interpretive signs may be attached to structures or freestanding. Recently many communities have utilized web-based technology to supplement their interpretive sign programs with QR codes that link to more in-depth information than could be displayed on a single plaque. This also has the advantage of reducing costs, as more information can be provided online than would be possible on a reasonably sized plaque. The online platform is also more accessible than the traditional plaque, as information online can more easily be translated into different languages or aided by audio recordings. The interpretive sign program may also be utilized alongside the existing Berthoud historic walking tour through QR codes which may directly link each site to its location on the web-based walking tour.



Case Study

In 2011 the City of Greeley used CLG funding to design, build, and in-stall two interpretive panels commemorating Camp 202, a German POW camp that operated in Greeley between 1943 and 1946. Today only two gateposts are all that remain of the once sprawling POW camp that housed 3,000 German soldiers. The Greeley program is an example of an interpretive sign installation that commemorates a site where most of the re-sources are no longer extant. By installing these interpretive panels residents and travelers are able to connect to the site even if most of its physical attributes are no longer present.

The City of Longmont maintains an interpretive sign program through the Longmont Museum that is integrated with a web-based walking tour. The program includes interpretive panels with QR-codes that link to the online walking tour. Once a user scans the QR code they are taken to an online map that includes their location on the tour with additional history and photos of the site.



Camp 202 interpretive panels installed through a CLG grant.

(Photo Source: <https://www.hmdb.org/PhotoFullSize.asp?PhotoID=436457>)

Strategy #4.5: Hold annual preservation awards that recognize significant projects or newly landmarked properties within Berthoud.

Many communities both in Colorado and around the U.S. hold annual preservation awards to celebrate exemplary projects which promote historic preservation within the community. The scope of each program is different, though they typically include various categories that recognize different projects completed during the previous year. The Berthoud Historical Society previously held an annual preservation award ceremony, but the awards were paused in recent years and have not yet resumed according to the Society's website. Awards are often presented in May during Preservation Month, a month-long celebration of historic preservation observed nationwide. The award program could also be paired with the proposed plaque program, with plaques presented annually to recognize award recipients. In such a scenario, historic plaques may be awarded each year to awardees that recognize their contribution to historic preservation in Berthoud. Because the Berthoud Historical Society has previously held annual preservation awards, Town staff and the HPAC should coordinate with the Berthoud Historical Society on the annual awards moving forward. Awards may be presented during a regularly scheduled HPAC meeting or as part of a separate community event.



Case Study

Each year the City of Aspen's Historic Preservation Commission presents annual awards during a regularly scheduled city council meeting. The awards recognize projects that made an outstanding contribution to historic preservation within Aspen. While the awards typically recognize significant rehabilitation or restoration projects, the awards have also been used to recognize members in the community who demonstrated a commitment to historic preservation.



The Wheeler Opera House, pictured here in 1957, received a preservation award from Aspen's City Council in 2023 for a significant exterior renovation which included replacement of its sandstone exterior sourced from a quarry in Wyoming.

(Photo Source: Denver Public Library)

Strategy #4.6: Partner with local organizations to co-host an annual historic building tour or similar program.

Building tours are a useful public education tool the HPAC may use to raise awareness of historic preservation while allowing residents and visitors to experience the historic architecture of Berthoud. Historic building tours are commonly hosted by non-profit organizations or neighborhood associations. The Town of Berthoud and the HPAC may partner with local organizations such as the Berthoud Historical Society to co-host such events. Proceeds from tours may be used to support the operations of the Berthoud Historical Society or facilitate programs of the HPAC, such as the proposed historic plaque program and annual preservation awards which may feature homes on the tour as part of the programming.



Case Study

Each December Habitat for Humanity of the St. Vrain Valley hosts an annual 2-day 'Gift of the Home' Holiday tour. In 2025 the tour included three historic buildings in Longmont, Colorado. Proceeds from the event went to funding Habitat for Humanities mission in northern Colorado. The event was sponsored by local organizations and businesses who provided cash donations. The event was facilitated by volunteers who received free entry to the event.

Every other year Historic Boulder holds a historic ghost tour in one of the City's historic districts. The event includes a tour of several buildings and a local cemetery with stories of Boulder's departed residents. The event is sponsored by the City of Boulder with support from local businesses and non-profit organizations.



The Hover Residence, pictured here on an early 20th century postcard, was featured in Longmont's Gift of the Home Tour in 2025.

(Photo Source: Longmont Museum)

Implementing Actions Matrix

Goal 1: Strengthen and Implement Berthoud's existing Historic Preservation Program.			
Implementing Action	Priority	Timeframe	Potential Partners
Strategy #1.1: Undertake an annual review of the Historic Preservation Program and the Historic Preservation Plan			
Town staff and the HPAC shall discuss and document ongoing projects, new projects, and progress within the preservation plan at regularly scheduled HPAC meetings.	3	Recurring	N/A
Each year town staff and the HPAC shall devote a portion of one regular meeting to identify projects and funding sources, such as grants, for achieving the strategies and goals outlined within the preservation plan.	3	Recurring	
Town staff and the HPAC shall conduct an annual review of Berthoud's preservation ordinance and the local landmark register to document changes and future needs.	3	Recurring	
Town staff shall compile and submit a report to History Colorado demonstrating compliance with the CLG program requirements annually.	3	Recurring	
Strategy #1.2: Annually apply for grant funding to achieve strategies found within the plan.			
Town staff and the HPAC shall identify appropriate strategies within the plan that would qualify for grant funding at a regularly scheduled meeting as identified within Strategy 1.1.	2	Recurring	N/A
Town staff and the HPAC shall determine the amount of matching funds required to pursue strategies found here in the plan and secure additional funding as necessary.	2	Recurring	
Town staff shall apply for at least one CLG or SHF grant on an annual basis.	2	Recurring	

Strategy #1.3: Ensure the goals of the Preservation Plan are represented in current and future planning efforts.			
Town staff and the HPAC shall identify areas where historic preservation might be integrated with other Town departments, individuals, and community partners working in Berthoud.	2	Short-term, Recurring	Town Departments, County agencies, Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations, property owners
Town staff shall review current planning documents and identify opportunities to integrate historic preservation goals through plan amendments, companion studies, or implementation tools, including: Berthoud Comprehensive Plan (2021); Berthoud Housing Diversity Plan (2025); Transportation Plan (2021); Mountain Avenue Plan (2019); First Street Corridor Plan (2023); Future Land Use Map (2021); Architectural Design Guidelines (2021); Landscape Design Guidelines (2023); Larimer County Housing Needs Assessment (2021); and Loveland Housing Authority Regional Housing Study (2021).	2	Short-term, Mid-term, Recurring	
Town staff shall ensure that future updates to the preservation plan consider other Town and county community planning endeavors.	3	Recurring	
Strategy #1.4: Enhance the orientation experience of new HPAC members through additional training and mentoring.			
Town staff shall create an HPAC training package for new HPAC members.	2	Short-term	N/A
Town staff shall ensure the training package covers at the minimum CLG requirements, HPAC procedures, and the Preservation Plan framework.	2	Short-term	
Town staff shall schedule a periodic meeting to review the HPAC bylaws, the design review process, the demolition and designation process, and other relevant procedures with HPAC members.	3	Recurring	
Town staff and the HPAC are encouraged to join the NAPC-Listserv to connect with other preservation commissions around the U.S and the History Colorado mailing list to stay informed of training opportunities in Colorado.	3	Short-term	

Strategy #1.5: Encourage members of the HPAC & planning staff to attend training opportunities and conferences for historic preservation such as the National Alliance of Preservation Commissions (NAPC) FORUM, the Colorado Preservation Inc. Saving Places conference, and the National Trust for Historic Preservation PastForward conference.

Town staff and at least one member of the HPAC shall attend the upcoming Saving Places Conference in Colorado.	2	Short-term	History Colorado, NAPC, other CLG communities in Weld and Larimer County
Town staff and at least one member of the HPAC shall attend an annual conference or training opportunity for historic preservation.	3	Recurring	
Town staff shall explore funding sources to host a History Colorado or CAMP training session in Berthoud.	3	Short-term	

Strategy #1.6: Utilize digital platforms to promote Berthoud's history and the work of the HPAC.

Town staff shall work with IT staff to create a dedicated space on the Town's website for the preservation plan and update the space regularly to include historic resource surveys, National Register nominations and listings, historic contexts, and other materials relevant to the program.	2	Short-term, Recurring	Berthoud Historical Society, Historic Larimer County
Town staff shall work with IT staff to create an interactive map on the website where residents and property owners can search their address to determine if they are located within a historic district or are designated as a landmark.	2	Short-term	
Town staff shall work with their IT staff to remove redundant links and integrate the 'Step Back in Time with the HPAC' landing page within the primary HPAC page.	2	Short-term	
Town staff shall update the website regularly to include any new projects, initiatives, events, or documentation that supports the work of the HPAC or promotes local history.	3	Recurring	

Strategy #1.7: Create and adopt a regular HPAC digital newsletter.

Town staff and the HPAC shall establish a newsletter schedule during a regularly scheduled meeting. Given the scope of the preservation plan, a quarterly or semiannual schedule is likely appropriate.	2	Short-term	Property owners, Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations
Town staff and the HPAC shall form a HPAC working group to determine the scope of content for the established newsletter.	2	Short-term	
Town staff shall work with the Town's IT staff to create a digital signup on the HPAC landing page for the newsletter.	2	Short-term	
Town staff shall work with the HPAC working group to review and publish the newsletter on a regular basis.	3	Recurring	

Goal 2: Protect Berthoud's existing historic resources and maintain the Town's historic character.

Implementing Action	Priority	Timeframe	Potential Partners
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Strategy #2.1: Adopt user-friendly design guidelines for local historic districts.

Town staff and the HPAC shall apply for grant funding and secure additional funding, if necessary, to create and implement historic design guidelines using design professionals with experience in historic preservation.	1	Short-term	History Colorado, NAPC, Consultants, Property owners, Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations
Upon adoption of the design guidelines, Town staff and the HPAC shall seek design review training, either through the contracted design professional, History Colorado, or another preservation organization such as the National Alliance of Preservation Commissions (NAPC).	2	Short-term	
The adopted historic design guidelines should be maintained on the Town's website and utilized by Town staff and the HPAC when conducting design review.	2	Short-term, Recurring	

Strategy #2.2: Adopt salvage or deconstruction guidelines for demolished historic structures.			
Within the adopted historic design guidelines, ensure that an overview of Berthoud's historic architecture is included and that significant features of each style are included.	1	Short-term	Consultants, Property owners, Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations
Create and implement salvage guidelines that indicate which materials and elements of a building are worth reusing or repurposing in the case of building demolition. The salvage guidelines may be included within the historic design guidelines or as a standalone document.	2	Short-term	
Strategy #2.3: Update the existing HPAC Owner's Manual and distribute to property owners upon completion.			
Update the HPAC manual to include the most up-to-date information on resources as they become available, including links to adopted historic design guidelines, available incentives, contractors with historic preservation experience, and other programs that may be of interest to property owners.	3	Short-term, Recurring	Property owners, Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations
Consider applying for CLG grant funding to create an updated manual and help with the costs of printing and distribution.	3	Short-term	
Upon completion, the Manual may be distributed to Berthoud historic property owners either as a standalone document, a postcard with a QR code, or through a newsletter.	3	Short-term, Recurring	

Strategy #2.4: Explore incentives for property owners in the historic district and for landmarked properties.			
Town staff and the HPAC shall research potential incentives and funding mechanisms to support local incentives.	2	Short-term	History Colorado, Town Departments, County agencies, Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations, property owners
Once incentives have been identified, Town staff shall pursue their implementation, including seeking any necessary appropriations through the Town's budgeting process.	2	Short-term	
Town staff shall create a historic property owner toolkit that includes information on available state and federal incentives, as well as local incentives as they become available, and make it easily accessible through the Town's website.	3	Short-term	
Town staff shall incorporate information on available incentives into public outreach materials such as the HPAC Owner's Manual and other publications and distribute them to historic property owners.	3	Short-term	
Strategy #2.5: Investigate methods to celebrate important historic aspects of the environment other than buildings (trees, landscapes, sidewalks, neighborhood setting).			
Undertake historic resource surveys and historic contexts which may identify aspects of the environment other than buildings that may be worth preserving and protecting. Ensure that community engagement informs the process and reflects residents' input.	2	Short-term	History Colorado, Consultants, Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations, property owners
Using information gathered from historic resource surveys and historic contexts, develop and implement measures which protect these identified resources.	2	Short-term, Mid-term	
Ensure that these resources are included in historic design guidelines, which provide additional guidance on how these resources may be protected and preserved while ensuring compatible, new development.	2	Short-term, Mid-term	

Strategy #2.6: Consider adopting a demolition ordinance to review non-landmarked or non-historic district properties which meet certain criteria (over 50 years old, identified within a previous survey, etc).			
Town staff and the HPAC shall review existing demolition ordinances for non-landmarked structures and evaluate the feasibility of adopting a similar ordinance in Berthoud.	1	Short-term	History Colorado, NAPC, Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations, property owners, other communities in Colorado which have adopted similar ordinances
Should a similar demolition ordinance be feasible, Town staff and the HPAC shall seek community and stakeholder input and draft the demolition ordinance for adoption.	1	Short-term, Mid-term	
Ensure that the website and other publications are up to date with the latest information reflecting any ordinance changes.	2	Short-term	

Goal 3: Identify and protect new historic resources in Berthoud.			
Implementing Action	Priority	Timeframe	Potential Partners
Strategy #3.1: Undertake a historic resource survey plan followed by reconnaissance and intensive level surveys.			
Town staff and the HPAC shall plan apply for grant funding to undertake a historic resource survey plan.	1	Short-term	Consultants, Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations, property owners
Following the completion of the historic resource survey plan, Town staff shall pursue new surveys that were identified in the plan, draft and submit request for proposals, and secure an outside consultant to undertake the survey.	1	Short-term	
After initial reconnaissance surveys have been conducted, Town staff and the HPAC may plan for more intensive historic surveys to identify potentially eligible historic landmarks and historic districts.	1	Short-term, Recurring	
Ensure that historic resource surveys are available on the Town's website and are provided to its community partners such as the Berthoud Historical Society and Historic Larimer County.	3	Recurring	

Strategy #3.2: Develop and document historic contexts to build a comprehensive history of Berthoud and supplement survey efforts.			
Town staff and the HPAC shall undertake targeted historic contexts that identify periods of significance, property types, and important themes which shaped Berthoud's development and land use patterns and helped to define local geographies, landscapes, and culture.	1	Short-term	Consultants, Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations, property owners
Town shall apply for grant funding and publish a request for proposals to complete the historic context which will help to guide future planning and survey efforts.	1	Short-term	
Ensure that historic contexts are posted on the Town's website and provided to community partners such as the Berthoud Historical Society and Historic Larimer County.	2	Short-term, Recurring	
Strategy #3.3: Develop thematic historic contexts and conduct thematic resource surveys of Berthoud.			
After the historic resource survey plan has been completed, Town staff shall review the results of the plan and work with the HPAC to identify topics for a thematic historic context and resource survey	2	Short-term	Consultants, Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations, property owners
Town staff shall secure funding to conduct thematic historic contexts and thematic resource surveys to document specific property types, neighborhoods, or themes (e.g, agricultural resources, mid-century neighborhoods, commercial corridors, or landscapes).	2	Short-term, Recurring	
Town staff shall ensure that thematic historic contexts and resource surveys are readily available on the Town's website and provided to community partners such as the Berthoud Historical Society and Historic Larimer County.	3	Recurring	

Strategy #3.4: Designate new local landmarks and local historic districts.			
After surveys have been conducted identifying eligible historic properties in Berthoud, Town staff and the HPAC shall work with property owners to pursue local landmark designation or the creation of new historic districts.	2	Mid-term, Recurring	Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations, property owners
Town staff and the HPAC shall involve the public and community stakeholders when recommending new landmark listings and the creation of historic districts and ensure that the public is provided sufficient information on the importance of local listings.	2	Mid-term, Recurring	
Once new landmarks or historic districts have been listed, Town staff shall ensure that the Town website and associated applications are updated to reflect the designations.	2	Recurring	
Strategy #3.5: Designate new properties and districts to the Colorado State Register of Historic Properties and the National Register of Historic Places.			
Town staff and the HPAC shall pursue listings in the Colorado Register and National Register for properties which have been identified as eligible through historic resource surveys.	2	Short-term, Recurring	History Colorado, consultants, Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations, property owners
Town staff and the HPAC shall work with community groups, stakeholders, and individual property owners to promote the listing of properties in the Colorado and National Register.	3	Recurring	
Town staff and the HPAC shall identify individuals, groups, or outside consultants to prepare Colorado and National Register nominations and secure funding to support the undertaking if necessary.	2	Short-term, Recurring	
Any new listings in the Colorado Register and the National Register should be included on the HPAC's landing page and shared with community partners such as the Berthoud Historical Society and Historic Larimer County.	3	Recurring	

Strategy #3.6: Revise Chapter 30 Section 10-105.2 of the Berthoud Municipal Code to include non-contributing buildings within historic districts.			
Adopt historic design guidelines (see Strategy 2.1) that address alterations to non-contributing buildings in historic districts.	1	Short-term	History Colorado, consultants, property owners, Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations
Town staff and the HPAC shall pursue the ordinance amendment process to revise Chapter 30 Section 10-105.2 of the Berthoud Municipal Code to include non-contributing buildings.	1	Mid-term	
Town staff and the HPAC shall involve property owners within the historic district in the ordinance amendment process and ensure that they are provided sufficient information on the risks associated with incompatible alterations to non-contributing buildings in the historic district.	1	Short-term	
Strategy #3.7: Develop parameters for neighborhood conservation districts that seek to preserve the character and setting of historic geographies within Berthoud.			
As part of the historic resource survey identified in Strategy 3.1, Town staff shall include provisions within the proposal to identify neighborhoods or other areas where neighborhood conservation districts might be feasible.	2	Short-term	Town departments, consultants, property owners, Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations
Once potential neighborhood conservation districts have been identified, Town staff and the HPAC shall form a working group to determine the feasibility of adopting neighborhood conservation district overlays.	2	Short-term	
If neighborhood conservation districts are determined feasible, Town staff and the HPAC shall work to implement new neighborhood conservation districts through legislation.	2	Mid-term	

Goal 4: Promote a greater understanding of local history through civic pride, community engagement, and partnerships.

Implementing Action	Priority	Timeframe	Potential Partners
Strategy #4.1: Strengthen partnerships with potential stakeholder groups.			
Town staff and the HPAC shall form a working group tasked with identifying and coordinating with local groups on historic preservation initiatives found within the plan where collaboration is possible.	2	Short-term	Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations, property owners, local historians and others interested in local history
Town staff and the HPAC shall engage community partners and stakeholders when implementing strategies found within the plan and seek ways to include local organizations on preservation initiatives.	2	Recurring	
Strategy #4.2: Seek opportunities for cultural programming through festivals and other community events with community partners.			
As part of the working group established under Strategy 4.1, the HPAC working group shall identify opportunities to collaborate on local festivals and community events.	2	Short-term, Recurring	Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations, cultural and other civic organizations, property owners
The HPAC working group shall work with its community partners to establish a scope for new events and other festivals and identify sources of funding to host such events.	3	Recurring	
The HPAC shall work with its community partners to foster a lasting partnership and ensure that new events are planned and managed annually.	3	Recurring	

Strategy #4.3: Adopt a marker or plaque program.

Town staff and the HPAC shall identify and research historic plaque programs within Colorado and establish a scope for a Berthoud program.	3	Short-term	Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations, property owners, marker manufacturers and distributors, other communities in Colorado which have adopted marker programs
Town staff and the HPAC shall engage local property owners within the historic district to determine the feasibility of establishing and adopting a historic plaque program.	3	Short-term	
Town staff and the HPAC shall engage local community groups such as the Berthoud Historical Society and Historic Larimer County to collaborate on the adoption and management of a historic plaque program.	3	Short-term	
Town staff and the HPAC shall identify historic plaque makers and distributors and determine the costs of producing plaques.	3	Short-term	
Town staff and the HPAC shall identify and secure a funding source for the plaque program, implement the historic plaque program, and maintain an inventory of buildings or sites that receive historic plaques.	3	Short-term	

Strategy #4.4: Create an interpretive historic sign program and integrate the program with web-based technology.

Town staff and the HPAC shall identify and research interpretive sign programs within Colorado and establish a scope of effort for a Berthoud program.	3	Short-term	Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations, property owners, interpretive sign manufacturers and distributors, other communities in Colorado which have adopted interpretive sign programs
Town staff and the HPAC shall engage local community groups such as the Berthoud Historical Society and Historic Larimer County to collaborate on the adoption and management of an interpretive historic sign program.	3	Short-term	
Town staff and the HPAC shall identify sign makers and distributors and determine the costs of producing interpretive sign panels.	3	Short-term	
Town staff and the HPAC shall ensure that the interpretive sign panels link to web-based applications where applicable, such as the existing Berthoud historic walking tour found on the Town's website.	3	Short-term	
Town staff and the HPAC shall identify and secure a funding source and implement the interpretive sign program.	3	Short-term	

Strategy #4.5: Hold annual preservation awards that recognize significant projects or newly landmarked properties within Berthoud.

Town staff and the HPAC shall establish a scope for annual preservation awards and coordinate with the Berthoud Historical Society on conducting the awards.	3	Short-term	Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations, property owners
Town staff and the HPAC shall investigate ways of integrating other strategies found herein, such as the proposed plaque program, into the annual preservation awards.	3	Short-term	
Town staff and the HPAC shall publicize the annual preservation awards and maintain a record of the awards on the HPAC's landing page.	3	Recurring	

Strategy #4.6: Partner with local organizations to co-host an annual historic building tour or similar program.

Town staff and the HPAC shall collaborate with local organizations such as the Berthoud Historical Society to determine the feasibility of holding a historic building tour or similar program in 2026 and shall establish a scope for such a tour.	3	Short-term	Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations, property owners
Town staff and the HPAC shall work with participating organizations to identify historic properties to be included in the tour.	3	Short-term	
At the conclusion of the tour, Town staff and the HPAC shall collaborate with participating organizations to determine the feasibility of conducting the tour on an annual basis.	3	Short-term, Recurring	

Five-Year Work Plan

The intent of the 5-year work plan is to give Town staff and the HPAC a plan of action for implementing the strategies identified earlier in this chapter over the next five years. The priority and order of strategies play an important role in their implementation. As indicated at the beginning of this chapter, certain strategies and actions may need to be completed before work can begin on other strategies. For instance, a historic resource survey is required before Town staff can begin the process of designating new landmarks and historic districts. This work plan emphasizes both order and priority, so that strategies and actions may be pursued in a logical and pragmatic manner. The plan may be modified or adjusted at any time and is intended to provide guidance rather than adherence to a strict formula.

Year 1 Work Plan	
Work Plan Item	Applicable Strategies
Undertake a historic resource survey plan that will prioritize additional historic resource surveys in order to identify historic properties eligible for listing in the local, state, and national registers.	Strategy 2.5, Strategy 3.1, Strategy 3.2, Strategy 3.7
Establish a working group, develop a scope and schedule, and begin circulating an HPAC digital newsletter to keep property owners and interested parties informed of the plan's implementation and relevant updates within the department.	Strategy 1.7
Identify stakeholders and community partners who could assist with the implementation of plan strategies and pursue collaborations with these groups or individuals.	Strategy 4.1, Strategy 4.2
Update the website to include a dedicated space for the preservation plan and related projects.	Strategy 1.6
Update the website to include a clear map of the historic district.	Strategy 1.6
Town staff and a member of the HPAC shall attend the upcoming Saving Places Conference in Colorado.	Strategy 1.5

Year 2 Work Plan	
Work Plan Item	Applicable Strategies
Complete the historic resource survey plan identified in year 1 and begin the process of initiating a new historic resource survey and context.	Strategy 3.1, Strategy 3.2, Strategy 3.4
Begin the process of amending Chapter 30 Section 10-105.2 of the Berthoud Municipal Code to account for non-contributing buildings in historic districts.	Strategy 3.6
Begin to identify incentives for historic property owners in Berthoud.	Strategy 2.4
Begin drafting and implementing a training program for new HPAC members.	Strategy 1.4

Year 3 Work Plan	
Work Plan Item	Applicable Strategies
Complete the historic resource survey and historic context identified in Year 2.	Strategy 3.1, Strategy 3.2,
Begin working with stakeholders, community partners, and local residents to establish new historic landmarks and historic districts identified through the completed historic resource survey.	Strategy 3.4
Begin the process of implementing incentives identified during Year 2.	Strategy 2.4
Identify funding opportunities and work with stakeholders to host a NAPC CAMP training in Berthoud or another CLG community in Larimer County.	Strategy 1.5

Year 4 Work Plan	
Work Plan Item	Applicable Strategies
Begin the process of adopting design guidelines for historic resources in Berthoud.	Strategy 2.1, Strategy 2.2, Strategy 2.5
Pursue a Colorado State Register of Historic Properties and/or National Register landmark designation for an applicable property identified within a historic resource survey.	Strategy 3.5
Work with community partners to begin organizing a historic building tour or similar program. The tour may coincide with the adoption of a new historic district, new incentives, or other accomplishments.	Strategy 4.6
Complete the intensive or thematic based survey and context identified in year 3 and pursue local landmark or National Register designations based on the results of the survey.	Strategy 3.3, Strategy 3.4, Strategy 3.5

Year 5 Work Plan	
Work Plan Item	Applicable Strategies
Begin the process of adopting a demolition ordinance for non-landmarked historic resources.	Strategy 2.6
Define a scope and conduct an intensive or thematic based survey and historic context, or additional historic resource surveys identified through the historic resource survey plan in Year 1.	Strategy 2.5, Strategy 3.1, Strategy 3.2, Strategy 3.3
Begin investigating the adoption of a historic plaque program and/or an interpretive historic sign program.	Strategy 4.3, Strategy 4.4
Begin the process of defining a scope for neighborhood conservation districts. The applicability for a conservation district may have been identified within a previous historic resource survey, or a new survey may be required.	Strategy 3.7
Complete a review of the preservation plan and determine if another 5-year work plan is appropriate or if an update to the plan is required.	Strategy 1.1

The table of recurring tasks serves as a companion to the annual work plans above and may be carried out by Town staff and the HPAC annually.

Recurring Actions	
Work Plan Item	Applicable Strategies
Complete an annual review of the preservation plan and identify funding opportunities, such as grants, for implementing plan strategies in the following year.	Strategy 1.1, Strategy 1.2
Explore training opportunities for Town staff and the HPAC and attend applicable conferences, webinars, or other historic preservation events.	Strategy 1.4, Strategy 1.5
Continue to engage stakeholders through the implementation of plan strategies and actions and explore opportunities for further collaboration.	Strategy 4.1, Strategy 4.2
Ensure that staff and the HPAC are provided the opportunity to engage with other Town departments and community groups. Additionally, ensure that staff and the HPAC are included in planning endeavors where historic resources are involved.	Strategy 1.3, Strategy 4.1
Continue to update the website through the 5-year work plan to include projects, events, and other items relevant to the plans implementation.	Strategy 1.6
Update the existing HPAC owner's manual and continue to do so as more tools and incentives become available.	Strategy 2.3

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