



Town of Frederick Historic Preservation Committee Agenda

Town Hall, 401 Locust Street
Tuesday, April 14, 2026

2:30 PM

Call to Order – Roll Call

Approval of Agenda

Public Comment

This portion of the agenda is provided to allow members of the audience to provide comments to the Historic Preservation Committee. Please sign in and you will be called. If your comments or concerns require an action, that item(s) will need to be placed on a later Agenda. Please limit the time of your comments to three (3) minutes.

Consent Agenda

Consent Agenda items are considered to be routine and will be enacted by one motion and vote. There will be no separate discussion of Consent Agenda Items unless a Historic Preservation Committee member so requests, in which case the item may be removed from the Consent Agenda and considered at the end of the Consent Agenda.

- A. March 10, 2026 Meeting Minutes -

Action Agenda

- B. Historic Preservation Plan -
- C. Historic Preservation Committee Bylaws -
- D. Certified Local Government Resolution -

Discussion Items

- E. Museum open dates and Committee scheduling -
- F. School field trips and touring the museum - April 24 and May 1 - Committee scheduling -
- G. Fundraising for historic preservation projects -
- H. Community events and coordinating HPC outreach -

- I. Museum open sign options -
- J. Visit the Louisville and Lafayette museums and review websites -
- K. HPC webpage update -
- L. Wellness Center House - 318 4th Street -
- M. Work session scheduling and project ideas -
- N. Other discussion topics -

Commissioner Reports

- O. Museum visit and idea exchange with Firestone staff -

Other Business

Adjournment



Town of Frederick Historic Preservation Committee Meeting Minutes March 10, 2026

Call to Order – Roll Call: At 2:36 PM Chairperson Smith called the meeting to order and requested roll call. Present were Chairperson Smith, Vice Chair Simek, and Committee Member Grubb. Committee Member McDonald was present remotely as an observer but did not participate in the meeting. Also present were Staff Liaison Brien Schumacher and Town Clerk Tricia David.

Approval of Agenda: The agenda was approved as submitted.

Public Comment: There was no one signed in for public comment.

Consent Agenda: A motion was made by Vice Chair Simek and seconded by Committee Member Grubb to approve the consent agenda. The motion passed unanimously.

Feb. 10, 2026 Meeting Minutes:

Action Agenda:

Amendments to the Municipal Code and Land Use Code regarding the Historic Preservation Committee, Historic Landmarks and Historic Districts: Mr. Schumacher presented and provided more background on the amendments and codes. A motion was made by Vice Chair Simek and seconded by Committee Member Grubb to approve Amendments to the Municipal Code and Land Use Code regarding the Historic Preservation Committee, Historic Landmarks and Historic Districts. The motion passed unanimously.

Historic Preservation Plan: Mr. Schumacher presented the item and explained that it is targeted to go before the Board of Trustees at their May 6, 2026, meeting. This timeline allows additional time for the Historic Preservation Committee to review the item prior to approval. Chairperson Smith recommended deferring the item to the next meeting pending review of related materials. All were in favor.

Discussion Items:

Certified Local Government — Application process next steps: Mr. Schumacher reiterated that the code amendments will be considered by the Planning Commission on March 19 and, if approved, forwarded to the Board of Trustees on April 1 as part of the Certified Local Government application process. The Historic Preservation Plan, another required component, will be on the Committee's agenda next month, and the Board will also need to adopt a resolution. These items will be included in the application to History Colorado, making May the earliest anticipated submission date. Chairperson Smith confirmed that the Committee's Bylaws would be on next month's agenda for another review.

Fundraising for Historic Preservation Projects - Ideas and implementation: Mr. Schumacher confirmed that no budget was allocated for the Committee for 2026, but that funding will be reviewed for 2027. Discussion topics included potential partnerships with local businesses, schools, Weld County, and other Town committees; presenting to the Board of Trustees; potential fundraising efforts such as a

food and drink event, bake sale, and “buy a brick” program; pursuing grants and community grant funding; utilizing Planning Department funds; improvements to the museum, including an open sign, thermostat repair, and general updates; use of the library for making copies; and participation in Town events.

Museum — Open dates (First Friday each month) Committee scheduling: Committee Member Grubb reported that three people attended the last museum open hours. He and Chairperson Smith agreed to work open hours for April 3rd, which is Good Friday.

Museum - Open sign ideas and implementation: Further discussion occurred regarding options for a chalkboard, whiteboard, election notice, or a simple door sign.

School Field Trips - Touring the Museum: Two school visits are scheduled for April 24 and May 1. The schedule was included in the agenda packet. Discussion occurred regarding providing coloring pages.

Work Session Dates — Boxes in basement, cleaning & organizing museum, maps, involving schools, gathering community stories, and other ideas: Interested Committee Members may reach out to Mr. Schumacher and Ms. David via email to arrange time to sort through boxes and also clean the museum.

Historic Preservation Committee and Planning webpages update ideas: The bylaws will be added to the Committee’s webpage once updated, along with revisions to reflect current member names and terms. Chairperson Smith also requested the addition of a questionnaire similar to the one on the Arts Committee page. Mr. Schumacher noted that the Planning Department webpage will include links to the Historic Preservation pages in the future.

Downtown Plan Update and Town Wellness Center House - 318 4th Street: Mr. Schumacher reported that the Downtown Plan went before the Planning Commission on February 9th and will be going before the Board of Trustees on March 18th. There was discussion about the historic status of the Wellness House.

Commissioner Reports: There were no additional reports.

Other Business: The next meeting will be April 14th, 2026.

Adjournment: There being no further business of the Historic Preservation Committee, Chairperson Smith adjourned the meeting at 4:16 PM.



Built On What Matters

TOWN OF FREDERICK

Historic Preservation Committee Staff Report

Pamela Smith, Chairperson
Jodie Simek, Vice Chairperson
Krista Barnhardt, Member
Thomas Cave, Member
Brian Grubb, Member
Juliana McDonald, Member
Nora Durkart, Youth Member

Historic Preservation Plan

Agenda Date: Historic Preservation Committee April 14, 2026

Attachments: 1. Draft Historic Preservation Plan

Reviewed By: Brien Schumacher, HPC staff representative

Action Type

Legislative: Actions that relate to subjects of long term and general applicability, such as the passing of ordinances/resolutions/policies/etc.

Strategic Plan Alignment:



COMMUNITY AND ECONOMIC VITALITY– Frederick is a community that fosters economic, recreational, cultural, and environmental vitality and builds upon and enhances a variety of economic opportunities. Frederick celebrates its downtown and regards it as a gem in the region.

2.1 Create a funding strategy to facilitate the implementation of the Frederick Recreation Area Master Plan.

2.2 Continue implementing our retail attraction strategy to target regional and destination opportunities, traditional and non-traditional retailers, hospitality, and sit-down eating establishments.

- 2.3 Begin implementation of revitalization strategies for the downtown with "gazelle like" energy to include short-term, mid-term, and long-term projects.
- 2.4 Complete the Downtown Plan by mid 2025.
- 2.5 Continue work on updating the Land Use Code in connection with 1.2 above.

Summary Statement:

The proposed Historic Preservation Plan provides an historical timeline highlighting Frederick's history, and goals, objectives and action items that are consistent with the community interests in historic preservation. The plan will benefit Frederick by facilitating application to the State of Colorado Historic Preservation Office as a Certified Local Government and allowing the Historic Preservation Committee to promote historic preservation in the community.

Detail of Issue/Request:

The Town and Historic Preservation Committee have expressed interest in applying to the State Historic Preservation Office for the Town to become a Certified Local Government (CLG). One component of becoming a CLG is for the Town to create a Historic Preservation Plan for the community. Creating a Historic Preservation Plan is a necessary part of the CLG application to the State Historic Preservation Office. CLG status will help facilitate historic preservation efforts in Frederick and enable the Town to be eligible to apply for State Historic Fund and Certified Local Government grants.

The draft Historic Preservation Plan is comprised of the following:

1. An introduction section that outlines the intent of historic preservation in Frederick as well as the purpose of the plan.
2. A section that provides historic context and timeline of Frederick origin and evolution over time.
3. A section that addresses the plan goals, objectives, and action items that are consistent with community interests in historic preservation. Also included in this section is an approximate timeline for project and task completion.

The proposed Historic Preservation Plan is currently scheduled for review by the Board of Trustees on May 6. The Historic Preservation Committee is requested to provide a recommendation on the proposed plan.

Legal Comments:

The Town's Land Use Attorney will review the draft resolution adopting the plan prior to review by the Board of Trustees.

Alternatives/Options

1. Recommend approval of the proposed historic preservation plan as proposed.
2. Recommend approval of the proposed historic preservation plan with revisions as recommended by the HPC.

Financial Considerations

Approval of the historic preservation plan will facilitate grant funding opportunities through History Colorado for historic preservation projects consistent with the plan.

Staff Recommendation

Staff recommend that the HPC recommends approval of the proposed Historic Preservation Plan.

Community Impact

The proposed Historic Preservation Plan will benefit Frederick by facilitating application to the State of Colorado Historic Preservation Office as a Certified Local Government and allowing the Historic Preservation Committee to promote historic preservation in the community.

Town of Frederick

Historic Preservation Plan

Adopted _____



Built On What Matters

Acknowledgements

TOWN BOARD OF TRUSTEES

Tracie Crites, Mayor

Kevin R. Brown, Mayor Pro-Tem

Adam Mahan, Trustee

Mark Lamach, Trustee

Dan March, Trustee

Windi Padia, Trustee

HISTORIC PRESERVATION COMMITTEE

Pamela Smith, Chairperson

Jodie Simek, Vice-chairperson

Thomas Cave, Member

Brian Grubb, Member

Juliana McDonald, Member

Dan March, Trustee

Youth Commissioner Nora Dukart

PLANNING DEPARTMENT

Ali Lommel, Planning Manager

Brien Schumacher, Planner III

HISTORY COLORADO

Dr. Lindsey Flewelling, History Colorado

Introduction

Intent of Historic Preservation in the Town of Frederick

Frederick's Historic Preservation program includes the existing Historic Preservation Committee and the historic preservation ordinance in Article XI of the Frederick Land Use Code. The purpose of this program is to enhance the Town of Frederick's local resources and to promote historic preservation through the following efforts:

- To create and maintain an inventory of historical and architectural assets within the Town of Frederick.
- To advise the Board of Trustees of buildings, structures, sites, objects, or districts in the Town with historic significance that may be in danger of being lost or damaged.
- To assess the community for key community places, buildings, and historic resources and develop a historic preservation policy that will enable the Town to designate historic resources.
- Publicize and disseminate the history of the Town through educational programming, publication, social media, etc., working in coordination and collaboration with other committees, commissions and local organizations.

The Purpose of this Plan

- Identify and protect historical resources that represent Frederick's evolution from a mining town to a modern, family-focused community.
- Promote civic pride and awareness of local heritage.
- Encourage sensitive rehabilitation and adaptive reuse of historic properties.
- Provide a framework for decision-making regarding the conservation of historic assets.
- Establish strategies for encouraging voluntary designation and preservation.
- Encourage and support the use of federal and state incentives as well as establishing local incentives related to historic preservation.

How to use this Plan

Frederick's Historic Preservation Plan outlines steps to enhance the city's heritage through targeted initiatives. This Plan is an educational tool, not a regulatory document, designed to promote and support all aspects of historic preservation in Frederick.

Historic Context of Frederick

Frederick's roots trace back to the late 1800s and early 1900s when coal mining began in the area and Frederick was incorporated as a coal mining town. It was shaped by immigrant miners from Italy, France, and Eastern Europe. The town has since transformed with oil and gas pressures, suburban housing expansion, and economic diversification. The preservation of key structures, landmarks, and stories from its early settlement, industrial growth, and evolution into a vibrant municipality will help ground its future in meaningful context.

Frederick's History- Timeline

1864 – Fort Junction is Constructed

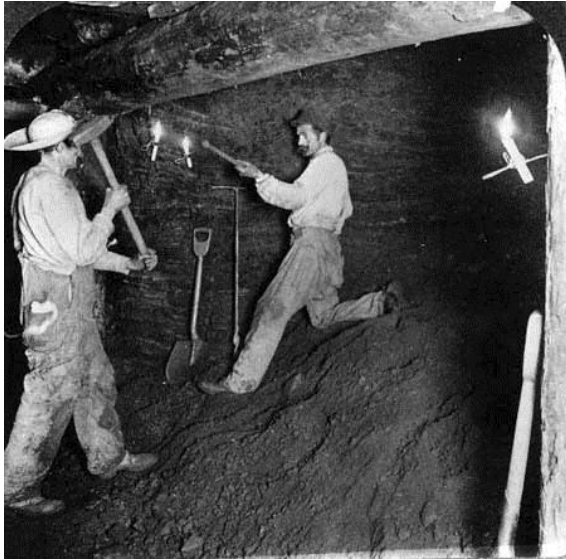
A sod fort enclosure is erected by the pioneers of Boulder and St. Vrain Valleys near Frederick as protection. The fort is garrisoned by the Home Guards.

1872 – McKissick Coal Mine Opens

The McKissick Mine begins operations, becoming one of Colorado's earliest commercial coal mines. It lays the groundwork for the development of the towns of Frederick, Firestone, and Dacono. The coal mines are part of the larger Boulder/Weld Coalfield, with mining expansion occurring throughout the region during this period.



Frederick Colorado Historic Preservation Plan



Early 1900s – Coal Mining Drives Growth

CF&I's Frederick Mine opens, bringing waves of immigrants from Italy, France, Austria-Hungary, Greece, and Mexico. Miners lived in company housing and worked grueling hours underground, with mule teams, and later electric motors.



1907 – First School opens in Frederick

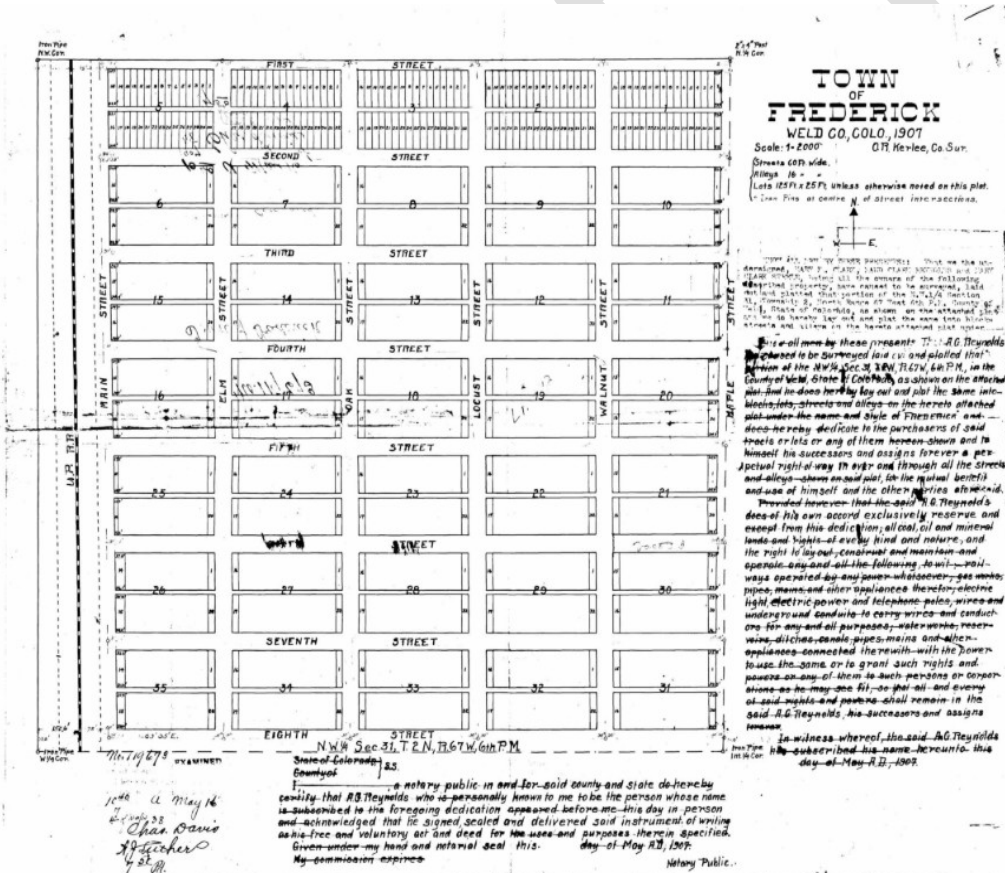
Miss Penrose established the first school made of parts of two existing buildings. It was located at the southeast end of 7th Street.

1907 – Town Named by Clark's Daughters

The daughters of Frederick A. Clark laid out the town and chose the name in honor of their father, who owned the land that became the town.

1907 – Town of Frederick plat map is created

The original town plat map is created with the boundaries of First Street on the north, Eighth Street on the south, Main Street on the west and Maple Street on the east.



December 21, 1907 – Post Office Opens

The post office opens in Benyon's Store, then moved to the Stranger Building at 539 Oak Street and then relocates to its current location at 411 Oak Street.

Frederick Colorado Historic Preservation Plan

February 25, 1908 – Frederick is Incorporated

Originally known as McKissick after the local coal mine, Frederick was officially incorporated by Weld County Court and renamed in honor of landowner Frederick A. Clark. The town quickly develops around coal production, driven by the Colorado Fuel & Iron Company (CF&I).

1910 – Census Population

The town's 1910 population was 266.

1912 – Train Depot established in Frederick

The depot was originally in Dacono, then Union Pacific established a depot in Frederick. After that, more depots were built to connect Firestone, LaSalle, and as far as Ft. Collins.

May 4, 1913 – Town Government Forms

Mayor E. H. Whiles leads Frederick's first official government. The Trustees also serve as Deputy Marshals, showing just how hands-on early governance was.

May 9, 1913 – Marshal Quits, New One Hired for \$1.50/day

Marshal Florence Ray resigns. Isaac Richel is hired in his place. S. Carter is paid \$8.75 to make 100 dog tags and 6 Deputy Marshal stars.

May 19, 1913 – Liquor License Issued as the first for the Town

Val Blatz Brewing Company is granted a liquor license with conditions: the Mayor and Board must approve who runs the saloon, and a \$700 bond is required.

May 19, 1913 – Dog Control Controversy

A motion is made to pay the Marshal 25 cents for killing a male dog and 50 cents for a female. It's amended to a flat 25 cents regardless of sex, possibly to avoid gendered dog debates.

June 2, 1913 – Marshal's Monthly Report

Marshal Richel is paid \$33 salary, \$1 for dog killings, and \$1 for gun shells. A bill is approved for \$5 for "teamwork" and \$5 for feeding prisoners.

June 2, 1913 – Town Installs Electricity

The Board accepts a \$660 contract with Northern Colorado Power Co. to install 44 electric poles, spacing them no more than 150 feet apart.

June 16, 1913 – Val Blatz License at Risk

The Town Attorney is instructed to begin revoking the brewery's license for not meeting the prior conditions.

August 18, 1913 – Clerk Paid by the Word

Clerks are paid 5 cents per 100 words to write ordinances in the official book. Early bureaucracy meets pay- per-word journalism.

September 15, 1913 – Town Salaries Set

Mayor: \$4/month, Trustees: \$3/month, Clerk: \$7/month, Attorney: \$10/month, Marshal: \$45/month.

December 16, 1913 – Town Gets a Health Officer

Dr. Bixler is appointed Health Officer for \$3/month.

January 5, 1914 – Snow Removal Pay

Town pays Trustees and citizens \$2.50/day to shovel snow. Early examples of civic labor and micro-stimulus.

January 19, 1914 – Trustee Resigns - Board Refuses

Trustee Ed Stede submits his resignation, but the Board votes not to accept it.

April 6, 1914 – Water System Accepted with Caveats

The Town accepts the new water system after negotiations for a \$10 rebate to repair leaks and replace pipes.

April 20, 1914 – Mayor and Trustees Work for Free

Mayor Chas Alaux Jr. begins his term. The Board votes to serve without pay but deadlocks twice on whether they should accept compensation. The mayor refuses to break the tie.

May 4, 1914 – Railroad Depot Debate

Town agrees to split the cost of grading for a new depot if it's located within town limits.

June 15, 1914 – Town Declares First Clean Up Day

Also, Marshal is instructed to remove all cattle and horses found roaming town streets.

July 6, 1914 – Marshal Laid Off

Due to budget shortfalls, the Marshal is let go until financial conditions improve.

July 6, 1914 – Movie Show Rate Set

Operators of the local moving picture show are charged \$2/month for electricity and warned that their electric meter may burn out.

September 21, 1914 – Trustee Removed for Absenteeism

Trustee Sanson misses five consecutive meetings and is replaced by Joseph Bonelli.

January 11, 1915 – Early Bar Closing Law

Saloons are ordered to close at 9PM. Pool tables are banned in saloons.



January 29, 1915 – Mayor Moves Town Phone to His House

The town phone is relocated from the pump house to the mayor's residence.

February 15, 1915 – Fire Bell Funded

Town donates \$25 to Frederick Fire Dept. No. 1 to purchase a fire bell.

May 17, 1915 – Morality Clause on Saloon Pool Hall

Board votes to close an internal door between a pool hall and Berlin's Saloon "for the moral tone of the town."

June 21, 1915 – Drums for Town Band

Frederick purchases drums for the newly organized town band.

Frederick Colorado Historic Preservation Plan

September 23, 1915 – Curfew Bell Established

Marshal is instructed to ring the curfew bell at 8PM. All children are to be home or accompanied by parents.

March 20, 1916 – Corruption Charges Against Former Clerk

Auditor finds a \$217.43 shortfall and missing cement. Town sues Clerk L. J. Beynon and his bond company.

1916 – First Frederick High School Built

Frederick builds its first high school, reflecting the growing permanence and civic investment of the coal town. The high school and separate gymnasium were constructed at 6th Street and Walnut Street. The high school building unfortunately was demolished but the gymnasium still exists.



1920 – Census Population

The town's 1920 population was 361.

January 21, 1921 – Mayor Dies in Office

Mayor J. P. Cassidy passes away. The town board acts as pallbearers and buys a wreath in his honor.

October 17, 1921 – Town Deals with "Street Walkers"

Two women accused of improper behavior at local dances are told to leave town or behave.

1924 – Illegal Construction Fee

Anyone building without a permit is fined \$5. Those who get approval ahead of time are not charged.

1930 – Census Population

The town's 1930 population was 596.

1931 – Frederick Coal Mines produce the most coal in Colorado

According to the Weld County News in 1931, the county produced the most coal in Colorado. Weld County had 14 of the 318 coal mines in the state, and most of these mines were in the Tri-Town area.

1930s – St. Theresa Catholic Church constructed

St. Theresa Catholic Church, a multicultural parish originally built by local Italian coal miners in the 1930s. Known for its strong community, serving a diverse congregation in the Carbon Valley area. The parish is named after Saint Thérèse of Lisieux.



1939 – Fort Junction Dedication

The monument was erected by the Frederick, Firestone, and Dacono Tri-Town Lions Club and the Rinn Community as a memorial to the sod enclosure built by the pioneers of the area during the Indian “troubles.”



1940 – Census Population

The town's 1940 population was 652.

1948 – Baum Mine first to use the Joy Ripper

Years before, Charles, W. Smith, President of Consolidated Coal and Coke, along with friend Harold Silver, an engineer of sugar beet machinery, created the first continuous mining machine. They improved vertical mining and used the Baum Mine in Frederick for revisions and experimentation. The Joy Manufacturing Company purchased the patent in 1948 and began production.



1950 – Census Population

The town's 1950 population was 599.

1956 – Frederick High Basketball State Champions

The 1956 boys basketball team captures the Division B Colorado state championship with a 52-47 win over Sanford



January 28, 1958 – Water Supply

Frederick purchases Firestone Lake to supply Frederick residents with water.

1960 – Census Population

The town's 1960 population was 595.

1960 – Frederick Coal Mine Closed Permanently

Though previously shuttered in the 1920s, the mine is permanently decommissioned in 1960, ending the coal era in Frederick.

1961 – Interstate 25 Completed

The I-25 segment near Frederick was completed.

1966 – Paving of Frederick Streets Completed

Paving was completed on the town's 4.5-mile street system, and a ceremony was held to commemorate the project's completion.



1970 – Census Population

The town's 1970 population was 696.

1976 – Old Town Hall Moved to Crist Park

As Frederick outgrows its 1908 Town Hall, the building is relocated and restored to become the Miner's Memorial Museum.



1980 – Census Population

The town's 1980 population was 855.

1980s – Town Partners with Central Weld County Water District

The Town stopped treating water from Milavec Lake and partners with Central Weld County Water District to provide water service to the community.

1982 – Farmer and Miner and the Erie Echo Newspaper Stops Publication

The area newspaper that has a local focus and connection with nearby town ceases operations.

1990 – Census Population

The town's 1990 population was 988.

1990s – Housing Boom Starts

Approximately 553 housing units in Frederick today were built during the 1990s fueling population growth. Frederick and the Carbon Valley area are considered more affordable than some of the other Front Range communities.

2000 – Census Population

The town's 2000 population was 2467.

2000s – Housing Boom Continues

Approximately 40% of all current homes in Frederick were built between 2000 and 2009. The median year for home construction in the town is 2008. The population skyrocketed from 2,467 residents in 2000 to 8,679 by 2010, a nearly 252% increase. Frederick was ranked as one of the fastest-growing cities in the U.S. for its size, growing faster than 100% of similarly sized cities since 2000.

2000s – Energy Transition

Starting in the early 2000s, advances in horizontal drilling and hydraulic fracturing led to a significant increase in oil and gas production in the Niobrara and Codell formations.

2000s – Art and Culture

The Frederick Arts Committee was established by ordinance in 2000 to manage public art placements, leading to the installation of several prominent sculptures like Daddy's Home (2002) and Frederick Roots (2007).



2010 – Census Population

The town's 2010 population was 8,679.

2010s – Continued Rapid Population Growth

Between 2010 and 2020, Frederick's population increased by 67%. More than half (55%) of the town's current population moved to Frederick during the 2010–2017 period.

2010s – Energy Expansion Continues

The town's economy was heavily influenced by its location in the Wattenberg Field. Advances in horizontal drilling and hydraulic fracturing during this decade significantly increased local oil and gas production.

2010s – Historic Preservation Initiatives

The town also adopts a historic preservation ordinance as part of its land use code. The Historic Preservation Committee is formed and tasked with identifying local landmarks, supporting educational outreach, and maintaining the town's history, as well as operating the town's Miners Museum.

2012 – New Frederick High School Completed

Frederick High School moved to its new location on Tipple Parkway, and its former building was converted into Thunder Valley Middle School.

2014 – Town Rebrands Logo and Tagline

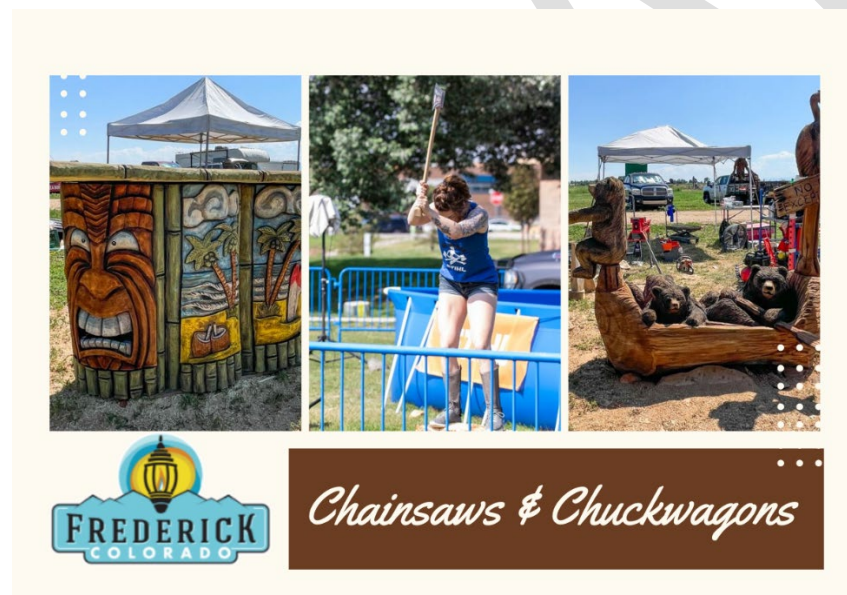
The town is re-branded by designing a logo that is a stylized gas lamp with a mountain range background, and adopting the tag line "Built on What Matters".

2020 – Census Population

The town's 2020 population was 14,513.

2020s – Major Community Events

Frederick maintains its heritage through several large community gatherings, including Miners Day - held annually in September, featuring a parade, burro race, and fireworks to honor the town's history; Frederick in Flight - a hot air balloon festival; and Chainsaws & Chuckwagons - a unique wood carving competition and food truck rally.



2024 – Frederick Forward Comprehensive Plan Adopted – Historic Overlay

The comprehensive plan is adopted in fall 2024 and includes a historic overlay covering the historic part of Downtown as well as areas extending to the north, across Tipple Parkway and including the Evanston area of unincorporated Weld County.

2026 – Frederick Downtown Plan and Land Use Code Updated

The downtown plan and land use code are updated in spring 2026, including a chapter on historic preservation in the downtown plan and revised standards and procedures in the land use code regarding historic landmarks and historic districts.

DRAFT

The Plan – Goals, Objectives and Action Items

The purpose and intent statements of Frederick’s Historic Preservation policy have been translated into the following goals, objectives, and action items. These goals, objectives, and action items will guide historic preservation efforts in Frederick until the plan is ready to be updated periodically to reflect current priorities.

The Town of Frederick’s Strategic Plan identifies under Community and Economic Vitality, “Frederick celebrates its downtown and regards it as a gem in the region.” Frederick’s downtown is our historic area. Additionally, the Frederick Forward comprehensive plan and Downtown Plan cited preserving and enhancing Frederick’s small-town character as a guiding principle to achieving a desired vision.

The comprehensive plan includes a historic overlay covering the historic part of downtown as well as areas extending to the north, across Tipple Parkway and including the Evanston area of unincorporated Weld County. The Evanston area carries the historic overlay designation as this district contains the remaining streets and structures of the originally planned town of Evanston, just to the north of Frederick. The existing inventory of homes within the historic overlay area may qualify as historic buildings through the State of Colorado or through local designations of historic landmarks. The structures with potential to be designated as historic primarily include single-family homes constructed during the early 1900s, as well as some commercial buildings.

These guiding documents have helped to reinforce the importance of the creation of the Frederick Historic Preservation Plan.

Goal 1 - Build a Preservation Framework

- **Objective 1.1** Establish a clear application and review process for historic landmark or district designation and other processes outlined in the revised historic preservation ordinance.
- **Objective 1.2** Define roles for the Planning Department, Historic Preservation Committee (HPC), and public.
- **Objective 1.3** Develop/seek out training for staff and HPC members.

- **Objective 1.4** Apply for Certified Local Government (CLG) status with History Colorado and the State Historic Preservation Office, and the National Park Service.
- **Objective 1.5** Undertake a historic resource survey to create an inventory of historic resources within the community.

Goal 1 Action Items:

1. Update the preservation ordinance to be consistent with current trends, Certified Local Government requirements and History Colorado recommendations	Staff, HPC, and History Colorado
2. Review online and print materials of other Certified Local Government communities in Colorado and History Colorado to facilitate the best practices when creating Frederick's materials.	Staff, HPC
3. Create application guides for historic landmark and district nominations and alteration design review. Create a flow chart to assist applicants through the application process.	Staff, HPC
4. Encourage participation by both the HPC and staff for webinars and online and in-person preservation training to further the knowledge base of those implementing the program.	Staff, HPC, History Colorado
5. Develop educational materials outlining roles and benefits of preservation participation.	Staff, HPC
6. With the support of grants and consultants, implement cultural resource surveys of the community based on objectives and priorities.	Staff, HPC, History Colorado
7. Apply to become a Certified Local Government with History Colorado and the State Historic Preservation Office.	Staff, HPC, History Colorado
8. Apply for State Historic Fund, Certified Local Government, and other available preservation grants to support historic and architectural inventories and surveys, and promotion of preservation efforts in town.	Staff, HPC, History Colorado
9. Undertake a historic resource survey to create an inventory of historic and architectural resources within the community.	Staff, HPC, History Colorado

Goal 2 - Celebrate and Communicate Frederick's History

- **Objective 2.1** Partner with historical societies and museums to promote public awareness.
- **Objective 2.2** Launch a historic property plaque program and interpretive signage at key locations.
- **Objective 2.3** Establish “Frederick History Month” to coincide with Miner’s Day.
- **Objective 2.4** Explore funding sources, including grants and community fundraising to support historic preservation programming.

Goal 2 Action Items:

1. Create a web portal with information about historic properties and designation benefits.	Staff, HPC
2. Promote historic buildings, structures, objects, sites and districts on town social media.	Staff, HPC
3. Launch a historic property plaque program and interpretive signage at key locations with available grant funding	Staff, HPC, History Colorado
4. Launch a recurring “Frederick History Spotlight” article or walking tour series.	Staff, HPC
5. Partner with History Colorado for resource materials which will help demonstrate the value and benefits of historic designations in the local community (web and print materials). Partner with program staff to do workshops and discuss other opportunities.	Staff, HPC, History Colorado
6. Establish a Frederick History Month and utilize this effort to promote all aspects of our history.	Staff, HPC
7. Show the Frederick Museum love through maintenance and continued acquisitions and continue to host open hours, collaborating with museum volunteers and community members.	Staff, HPC

8. Reach out to the community to create community stories and oral, written and visual histories to help retain the Town's history.	Staff, HPC, Community
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Goal 3 - Encourage Voluntary Preservation

- **Objective 3.1** Educate property owners about designation and rehabilitation incentives.
- **Objective 3.2** Develop guidelines for preserving historic character during new infill development.
- **Objective 3.3** Identify and nominate town or special district-owned structures for designation.

Goal 3 Action Items:

1. Provide property owners of historic buildings, structures, objects, sites, and districts with technical assistance and access to outside consultants and/or the town grant administrator to assist with potential grants and other incentives, including state and federal incentives	Staff, HPC, History Colorado
2. Expand façade improvement grants program to include incentives for historic buildings.	Staff, HPC
3. Consider sales tax rebate and/or building permit fee waiver incentives for rehabilitated historic properties.	Staff, HPC
4. Inventory town-owned and special district-owned properties for historical significance and potential adaptive reuse.	Staff, HPC
5. Create a mechanism by which property owners can receive financial support for the relocation of structures rather than demolition.	Staff, HPC

6. Facilitate the identification of town-owned parcels of land for the utilization of relocating historic structures which may otherwise be demolished.	Staff, HPC
7. Create a campaign of educational and promotional materials for use as tools when communicating with local property owners about the benefits of Historic Preservation.	Staff, HPC

Implementation Timeline

Short Term - Years 1 and 2

1. Include the Historic Preservation Committee in the municipal code.
2. Update the historic preservation ordinance in the land use code.
3. Apply for Certified Local Government (CLG) status with History Colorado.
4. Establish objectives and priorities for community cultural resource inventory and surveys.
5. After CLG approval, apply for grant funding for cultural resource inventory and surveys.
6. Continue to develop preservation related information on Town webpages.
7. Provide education regarding federal and state preservation tax credit programs.

Intermediate Term - Years 2 to 4

1. If grant funding is approved, hire consultant for cultural resource inventory and surveys.
2. Apply for grant funding for historic property plaque and interpretive sign programs.
3. Apply for grant funding to repair and enhance the museum.
4. Research and nominate initial group of structures for designation as historic landmarks.
5. Promote and encourage residents to share stories to develop and preserve the oral, written and visual history of the Frederick community.
6. Host inaugural Frederick Heritage Month.
7. Develop historic preservation design guidelines.

8. Explore opportunities for local preservation related financial incentives.
9. Review and update the historic preservation plan as needed.

Longer Term – Years 5+

1. Evaluate potential updates to the historic preservation ordinance.
2. Evaluate incentive effectiveness and update program(s) as needed.
3. Continue to expand preservation related education and outreach.



Built On What Matters

TOWN OF FREDERICK

Historic Preservation Committee Staff Report

Pamela Smith, Chairperson
Jodie Simek, Vice Chairperson
Krista Barnhardt, Member
Thomas Cave, Member
Brian Grubb, Member
Juliana McDonald, Member
Nora Durkart, Youth Member

Historic Preservation Committee Bylaws

Agenda Date: Historic Preservation Committee April 14, 2026

Attachments: 1. Draft Historic Preservation Committee Bylaws

Reviewed By: Brien Schumacher, HPC staff representative

Action Type

Legislative: Actions that relate to subjects of long term and general applicability, such as the passing of ordinances/resolutions/policies/etc.

Strategic Plan Alignment:



COMMUNITY AND ECONOMIC VITALITY– Frederick is a community that fosters economic, recreational, cultural, and environmental vitality and builds upon and enhances a variety of economic opportunities. Frederick celebrates its downtown and regards it as a gem in the region.

2.1 Create a funding strategy to facilitate the implementation of the Frederick Recreation Area Master Plan.

2.2 Continue implementing our retail attraction strategy to target regional and destination opportunities, traditional and non-traditional retailers, hospitality, and sit-down eating establishments.

- 2.3 Begin implementation of revitalization strategies for the downtown with "gazelle like" energy to include short-term, mid-term, and long-term projects.
- 2.4 Complete the Downtown Plan by mid 2025.
- 2.5 Continue work on updating the Land Use Code in connection with 1.2 above.

Summary Statement:

The Historic Preservation Committee bylaws outline the roles and responsibilities of the Committee. Updating the bylaws will benefit Frederick by facilitating application to the State of Colorado Historic Preservation Office as a Certified Local Government and allowing the Historic Preservation Committee to promote historic preservation in the community.

Detail of Issue/Request:

The Town and Historic Preservation Committee have expressed interest in applying to the State Historic Preservation Office for the Town to become a Certified Local Government (CLG). One component of becoming a CLG is for the Town to create and adopt bylaws that are consistent with the CLG requirements. CLG status will help facilitate historic preservation efforts in Frederick and enable the Town to be eligible to apply for State Historic Fund and Certified Local Government grants.

The bylaws have been revised to include the following substantive changes:

1. Added Article 3 – Roles and Duties consistent with the requirements for CLGs.
2. Added Article 4, Item C – Qualifications consistent with the requirements for CLGs.
3. Added language in Article 4, Item D – Conflict of Interest to include CLG requirements.
4. Added language in Article 6, Items A – Regular Meetings, and B – Special Meetings to clarify notice requirements and the timing of regular and special meetings.
5. Added Article 6, Section F – Compliance with the Secretary of Interior Standards to be compliant with CLG requirements.

The proposed HPC bylaws are currently scheduled for review by the Board of Trustees on May 6. The Historic Preservation Committee is requested to provide a recommendation on the proposed bylaws.

Legal Comments:

The Town's Land Use Attorney will review the draft resolution adopting the bylaws prior to review by the Board of Trustees.

Alternatives/Options

1. Recommend approval of the HPC bylaws as proposed.
2. Recommend approval of the proposed HPC bylaws with revisions as recommended by the HPC.

Financial Considerations

Approval of the bylaws will facilitate grant funding opportunities through History Colorado for historic preservation projects consistent with the historic preservation plan.

Staff Recommendation

Staff recommend that the HPC recommends approval of the proposed HPC bylaws.

Community Impact

The proposed HPC Bylaws will benefit Frederick by facilitating application to the State of Colorado Historic Preservation Office as a Certified Local Government and allowing the Historic Preservation Committee to promote historic preservation in the community.

**Bylaws of the Historic Preservation Committee
Town of Frederick, Colorado**

Article 1. Name

The organization shall be referred to as the “Town of Frederick Historic Preservation Committee.”

Article 2. Mission Statement and Purpose:

Mission Statement.

The Historic Preservation Committee on behalf of the Frederick Town Board of Trustees is responsible for:

Creating and maintaining an inventory of historical assets within the Town of Frederick. Advise the Board of objects, structures, or other features in the Town with historic significance that may be in danger of being lost or damaged.

Assessing the community for key community places, buildings, and historic resources and develop a historic preservation policy that will enable the Town to designate historic structures.

Publicizing and disseminating the history of the Town through educational programming, publication, social media, etc., working in coordination and collaboration with other committees and local organizations.

Purpose. To create a reasonable balance between private property rights and the public interest in preserving the Town's unique historic character through the nomination of Buildings, Structures, Sites, Objects, and Historic Districts for preservation.

Article 3. Roles and Duties.

The Historic Preservation Committee shall act as an advisory counsel to the Board of Trustees, which Board of Trustees shall have final authority in the adoption of historic preservation plans and legislation, designation of historic landmarks and historic districts and alteration certificates according to Article 11 of the Land Use Code, and related historic preservation matters. Additional roles and duties may include the following:

- A. Conduct cultural resource surveys and create Inventories of properties and areas for the purpose of defining those of historic significance.
- B. Establish construction and design guidelines, consistent with the Secretary of the Interior’s Standards for the Treatment of Historic Properties, for review of proposals to modify, relocate, or demolish historic properties.
- C. Participate in review of National Register of Historic Places nominations.

- D. Advise and assist owners of historic landmark properties and properties in historic districts on physical and financial aspects of preservation, rehabilitation, restoration, and reconstruction, including nomination to the Town's historic register, the Colorado State Register of Historic Properties, and the National Register of Historic Places.
- E. Develop and assist in public education programs on history, archaeology, and historic preservation.
- F. Advise the Board of Trustees on matters related to preserving the historic character of the Town.
- G. Participate in Federal Section 106 Review as requested by Board of Trustees; and
- H. Pursue financial assistance opportunities (grants, etc.) for preservation related programs.

Article 4. Membership

- A. Membership selection. The current Board of Trustees with the support of staff to the Town of Frederick Historic Preservation Committee will select Committee members using an application and interview process.
- B. Eligibility. Voting members must be residents of Frederick and be a minimum 18 years of age.
- C. Qualifications. Membership is subject to the Committee qualifications outlined in Chapter 2, Article IX, Division 4 of the Frederick Municipal Code.
- D. Conflict of Interest. Members may not have direct or indirect financial or economic interest in any business or undertaking that has business before the Committee. In the event of a conflict of interest, the member shall abstain from voting and participating in discussions related to the matter. Certified Local Governments (CLGs) must comply with conflict-of-interest provisions under the National Park Service's HPF Grants Manual, Chapter 3, Section C.3.b. (page 3-6) which specify that the rules apply to board members and "employees, agents, partners, associates, or family members" of CLG Commission members.

Article 5: Leadership and Structure

- A. Chairperson. The Chair shall be elected by the Committee from the membership and is responsible for presiding over all meetings of the Committee, calling special meetings, and work sessions as needed.
- B. Vice-Chair. The Vice-Chair shall be elected by the Committee from the membership and shall assume all duties of the chair during their absence. The Vice-Chair will lead periodic review of the bylaws with the membership when deemed necessary.

- C. Board of Trustees Representative. A representative of the Board of Trustees shall serve as a member of the Committee and may cast the deciding vote in the event of a tie.
- D. Staff Secretary. Shall assure that all records of the Committee are kept and shall transmit to the appropriate records of the Town Clerk to become part of the permanent record. The Secretary will also transmit records to the Committee members as necessary.
- E. Staff Representative. The Staff Representative shall assist in creating the agenda and shall serve as the primary point of contact for Committee Members.
- F. Youth Commission Liaison. The Town's Youth Commission may appoint a member to serve as a liaison to the Historic Preservation Committee. The Youth Commission Liaison may participate in discussions but may not vote.
- G. Terms. Each Committee member shall serve two years following the election or until a successor is elected.

Article 6: Meetings

- A. Regular meetings. The Committee will hold regular meetings monthly or as needed to comply with Certified Local Government requirements. Meetings will be held on the second Tuesday of each month at 2:30 pm, unless otherwise communicated in advance by the Chairperson or the staff representative. Regular meetings are subject to applicable meeting notice requirements.
- B. Special meetings. Special meetings may be called by the Chairperson or upon approval of the Committee at a regular meeting. Special meetings are subject to applicable meeting notice requirements.
- C. Quorum. A quorum for all committee meetings shall consist of a majority of the total voting membership. Business may be conducted only when a quorum is present. If a quorum is not met, the meeting may proceed as an informational session, but no official actions or decisions requiring a vote can be taken.
- D. Agenda. An agenda shall be prepared for each meeting and distributed to all Committee members at least 3 days prior to the meeting, unless in the event of a special meeting. Members may request items to be included on the agenda.
- E. Meeting Procedures. Meetings shall be conducted according to general parliamentary procedures. The Chairperson shall preside over meetings, maintain order, and ensure adherence to the agenda.

- F. Compliance with the Secretary of Interior Standards. Certified Local Governments (CLGs) must act consistently not just with the Rehabilitation Standards and the Professional Qualification Standards, but with all applicable Standards. This includes the CLG's survey, inventory, and local designation process, which must be consistent with the Identification Standards, the Evaluation Standards, and the Registration Standards.
- G. Voting. Decisions shall be made by a simple majority vote of the voting members present, unless otherwise specified by the bylaws. In the event of a tie vote, the Board of Trustees representative shall cast the deciding vote.
- H. Minutes. Summary minutes shall be taken for all meetings, including regular and special meetings. These minutes shall be made available to all Committee members prior to the next meeting.
- I. Work Sessions. Work sessions may be called by the Chairperson, a majority of the Committee members, or the Board of Trustees, as deemed necessary. The work sessions will be posted in the designated public location as soon as possible. Work sessions do not require a quorum, and no actions or votes will be taken at the work sessions.

Article 7: Commitment to the Public

- A. Inclusivity and Harassment-Free environment. The Committee is committed to fostering an inclusive and diverse environment that respects the dignity and worth of every individual. The Committee shall not discriminate against any person based on race, color, ethnicity, national origin, gender, gender identity, sexual orientation, age, religion, disability, or any other characteristic protected by applicable law. Harassment based on any of the factors mentioned above is strictly prohibited. Any individual who believes they have experienced or witnessed harassment are encouraged to report such incidents to the proper authority. Any violations by membership may result in disciplinary action up to and including termination from Committee and any related activities.
- B. Public Communication. The Committee shall periodically review and update its policies, bylaws, and procedures to ensure alignment with the principles outlined in this document. All meeting agendas and minutes shall become a permanent record and be posted for public access.
- C. Electronic Communications. Members who communicate with other members on the Committee by email or other electronic methods must adhere to the following protocol to comply with Colorado Open Meetings Law and to ensure that the business of the Committee is not “discussed” by the Committee by electronic means.

1. One member of the Committee may send an email or electronic communication to one other member of the Committee on any one matter.
2. E-mails or other electronic communications intended for more than one member of the Committee shall be sent as an email to the Town Staff Representative, who shall forward the communication to the entire Committee.
3. All replies to the communication shall be sent to the Staff Representative, who shall compile all the replies into a single email message and forward the compiled emails to the entire committee.
4. The Staff Representative shall not edit or delete any of the messages that are forwarded.
5. There shall not be any further electronic replies on this matter once a compiled message has been sent to the entire Committee. Any further discussions will be made and announced at the next posted public meeting.



Built On What Matters

TOWN OF FREDERICK

Historic Preservation Committee Staff Report

Pamela Smith, Chairperson
Jodie Simek, Vice Chairperson
Krista Barnhardt, Member
Thomas Cave, Member
Brian Grubb, Member
Juliana McDonald, Member
Nora Durkart, Youth Member

Certified Local Government Resolution

Agenda Date: Historic Preservation Committee April 14, 2026

Attachments: 1. Draft Certified Local Government Resolution

Reviewed By: Brien Schumacher, HPC staff representative

Action Type

Legislative: Actions that relate to subjects of long term and general applicability, such as the passing of ordinances/resolutions/policies/etc.

Strategic Plan Alignment:



COMMUNITY AND ECONOMIC VITALITY– Frederick is a community that fosters economic, recreational, cultural, and environmental vitality and builds upon and enhances a variety of economic opportunities. Frederick celebrates its downtown and regards it as a gem in the region.

2.1 Create a funding strategy to facilitate the implementation of the Frederick Recreation Area Master Plan.

2.2 Continue implementing our retail attraction strategy to target regional and destination opportunities, traditional and non-traditional retailers, hospitality, and sit-down eating establishments.

- 2.3 Begin implementation of revitalization strategies for the downtown with "gazelle like" energy to include short-term, mid-term, and long-term projects.
- 2.4 Complete the Downtown Plan by mid 2025.
- 2.5 Continue work on updating the Land Use Code in connection with 1.2 above.

Summary Statement:

The Certified Local Government resolution will facilitate the Town's application to History Colorado and the National Park Service. Becoming a Certified Local Government will benefit Frederick by facilitating grant funding for historic preservation projects and allowing the Historic Preservation Committee to promote historic preservation in the community.

Detail of Issue/Request:

The Town and Historic Preservation Committee have expressed interest in applying to History Colorado and the State Historic Preservation Office for the Town to become a Certified Local Government (CLG). One component of the application process is for the Town Board of Trustees to adopt a resolution supporting the application. CLG status will help facilitate historic preservation efforts in Frederick and enable the Town to be eligible to apply for State Historic Fund and Certified Local Government grants.

The proposed resolution is currently scheduled for review by the Board of Trustees on May 6. The Historic Preservation Committee is requested to provide a recommendation on the resolution.

Legal Comments:

The Town's Land Use Attorney will review the draft resolution prior to review by the Board of Trustees.

Alternatives/Options

1. Recommend approval of the Certified Local Government resolution.
2. Recommend approval of the Certified Local Government resolution with revisions as recommended by the HPC.

Financial Considerations

Approval of the CLG resolution will facilitate grant funding opportunities through History Colorado for historic preservation projects consistent with the historic preservation plan.

Staff Recommendation

Staff recommend that the HPC recommends approval of the Certified Local Government resolution.

Community Impact

Becoming a Certified Local Government will benefit Frederick by facilitating grant funding for historic preservation projects and allowing the Historic Preservation Committee to promote historic preservation in the community.

**TOWN OF FREDERICK, COLORADO
RESOLUTION NO.**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF FREDERICK,
COLORADO, APPROVING APPLICATION SUBMISSION FOR THE TOWN TO
BECOME A CERTIFIED LOCAL GOVERNMENT FOR HISTORIC PRESERVATION**

WHEREAS, the Town of Frederick enacted Ordinance No. 1413 on April 1, 2026 to preserve and protect the Town's historic buildings, structures, sites, landscapes and objects.

WHEREAS, the Town of Frederick has established a Historic Preservation Committee of interested and professional citizens to identify, designate, preserve, protect and promote our Town's history as exhibited by the historic built environment.

WHEREAS, the Town of Frederick has determined that a system of survey and inventory of the historic built environment is an important tool for future planning

WHEREAS, the Town of Frederick wishes to foster public participation in historic preservation activities.

WHEREAS, the Town of Frederick believes that the Certified Local Government Program of the National Park Service and History Colorado provide support and guidance in meeting our local historic preservation goals,

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN
OF FREDERICK, COLORADO, AS FOLLOWS:**

Section 1. Application. The Town of Frederick hereby applies for and requests designation as a Certified Local Government and understands the obligations and opportunities of such designation.

Section 2. Execution. The Mayor is hereby authorized to execute necessary documents and agreements to effectuate Certified Local Government status, after review by the Town Attorney, as applicable.

Section 3. Effective Date. This resolution shall become effective immediately upon adoption.

Section 4. Certification. The Town Clerk shall certify the passage of this resolution and make not less than one copy of the adopted resolution available for inspection by the public during regular business hours.

INTRODUCED, READ, PASSED, AND ADOPTED THIS ____ DAY OF _____, 2026.

ATTEST:

TOWN OF FREDERICK

By

Tricia David, Town Clerk

By

Tracie Crites, Mayor