



Built On What Matters

Town of Frederick Historic Preservation Committee Agenda

401 Locust Street

Tuesday, June 10, 2025

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 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. May 13th, 2025 Historic Preservation Committee Meeting Minutes -

Discussion Items

- B. Creation of the Preservation Plan-

Now that the Committee has adopted a preservation plan and structure of presentation –

1. Update from Committee Members Simek and Grubb re: intro paragraphs/short history for the historic timeline of Frederick
2. Update from Committee Member Simek re: compiling and organizing the town timeline mimicking Minturn's history timeline; discuss when it will be completed and if she requires/desires assistance
3. Update from Committee Member Grubb re: using AI to assist us in the timeline presentation and gathering information for our CLG needs
4. Update from Chairperson Smith re: timeline established for obtaining CLG status as soon as possible; what are the needs
5. Determine who will begin to design the layout of the plan and keep it

updated as we go; it should be in presentation format to be used in various situations

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- C. Review Community Events list sent by Town Planner Ali van Deutekom and see if Committee members can attend -
- D. Determine how and when we will let the community know about the Museum's open hours and welcoming of volunteers, historic items, and stories (FaceBook, NextDoor, Town Newsletter-anything else?) -
- E. Museum Open hours – July 4th??? **OR** move it to coincide with Town events that weekend **OR** move it to July 11th?

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Other Business

- F. Next meeting July 8th -

Adjournment

[MEET_FOOT]



Town of Frederick Historic Preservation Committee Meeting Minutes May 13, 2025

Call to Order – Roll Call: At 2:30 PM, Chairperson Smith asked for a roll call. Present were Chairperson Smith, Vice Chair Simek, Committee members, Cave, and Barnhardt. Committee member Grubb entered at 2:37. Also, present were Planning Manager/Staff Liaison Ali Van Deutekom and Town Clerk Tricia David.

Approval of Agenda: The agenda was approved as submitted.

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

Consent Agenda:

Historic Preservation Committee 4/8/25 Meeting Minutes:

Discussion Items:

Preservation Plan- Ali van Deutekom

: Staff Liaison Van Deutekom reported that Committee Officers have been selected and the Committee Bylaws have been adopted. The next step will be the development of the Historic Preservation Plan.

The Committee discussed formalizing the process for creating the Preservation Plan, emphasizing the need for structure without excessive formality. Key elements identified included defining the purpose of the plan, identifying submission deadlines, developing a timeline, and outlining the final steps of the process.

Chairperson Smith will be submitting relevant materials to Staff Liaison Van Deutekom to support the development of the plan.

The Committee agreed to use the Minturn Preservation Plan as a model for the Town of Frederick's plan.

The Committee also discussed conducting interviews with residents and considered how best to solicit participants. Staff Liaison Van Deutekom agreed to provide Chairperson Smith with sample interview questions for review.

Additional discussion included opportunities for grant funding and the potential for Committee participation in Town events to increase public awareness of its mission and activities.

Motion by Committee Member Cave, seconded by Vice Chair Simek, to adopt similar goals to those outlined in the Minturn Preservation Plan for the Town of Frederick Historic Preservation Plan. The motion passed unanimously.

Other Business:

Museum Open hours June 6th, 2025

Next Meeting June 10th, 2025: There was discussion about using Town of Frederick event dates for museum open hours. There was also discussion about creating a sign.

Adjournment: There being no further business of the Historic Preservation Committee, the meeting adjourned at 3:39 PM.

Town of Frederick
Historic Preservation Plan
Adopted _____



Built On What Matters

Acknowledgements

TOWN BOARD OF TRUSTEES

[List Current Trustees and Mayor]

HISTORIC PRESERVATION COMMITTEE

[List Current Members]

PLANNING DEPARTMENT

Ali van Deutekom, Planning Manager

COMMUNITY PARTNERS

[List historical society members, local historians, museum curators, etc.]

SPECIAL THANKS TO

Dr. Lindsey Flewelling, History Colorado

Introduction

Intent of Historic Preservation in the Town of Frederick

Frederick's Historic Preservation policy is detailed in Article 11 of Frederick's Land Use Code. The purpose of this chapter 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 assets within the Town of Frederick.
- To 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.
- 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 structures.
- Publicize and disseminate the history of the Town through educational programming, publication, social media, etc., working in coordination and collaboration with other 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 incentives and a roadmap for voluntary designation and 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.

This Plan is divided into the following sections: **Introduction, Historic Preservation Process & Timeline, History and The Plan**

Historic Preservation Process & Timeline

DRAFT

HISTORIC CONTEXT OF FREDERICK

Frederick's roots trace back to 1907 when it 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- a Timeline

DRAFT

The Plan

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 for the next 2-3 years.

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 cited preserving and enhancing Frederick's small-town character as a guiding principle to achieving a desired vision. These guiding documents have helped to reinforce the importance of the creation of the Frederick Historic Preservation Plan.

DRAFT

The Plan

Goal #1

Build a Preservation Framework

- **Objective 1.1** Establish a clear application and review process for historic landmark or district designation.
- **Objective 1.2** Define roles for the Planning Department, Historic Preservation Commission (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.

Action Items:

Review online and print materials of other Certified Local Government communities in Colorado to facilitate the best practices when creating Frederick's materials.	Staff, HPC
Create and distribute application guides for landmark nominations and design review. Create a flow chart to assist an applicant through the various steps of the application process.	Staff, HPC
Encourage the participation by both the HPC and staff for webinars and online and in-person classes to further the knowledge base of those implementing the Program.	Staff, HPC
Develop educational materials outlining roles and benefits of preservation participation.	Staff, HPC
With the support of grants, seek to execute a town-wide Historic Inventory Survey.	Staff, HPC
Complete the preliminary steps and apply to become a Certified Local Government.	Staff, HPC

The Plan

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 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.

Action Items:

Create a web portal with information about historic properties and designation benefits.	Staff, HPC
Promote historic structures on town social media.	Staff, HPC
Launch a quarterly "Frederick History Spotlight" article or walking tour series.	Staff, HPC
Apply for State Historic Fund grants to support inventory, survey, and promotion.	Staff, HPC
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
Establish a Frederick History Month and utilize this effort to promote all aspects of our history.	Staff, HPC
Show the Frederick Museum love and continue to host open hours	Staff, HPC

The Plan

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 development.
- **Objective 3.3** Identify and nominate town or special district-owned structures for designation.

Action Items:

Provide technical assistance and access to grant consultants for property owners.	Staff, HPC
Offer façade improvement grants for historic buildings.	Staff, HPC
Consider tax rebate or fee waiver incentives for rehabilitated historic properties.	Staff, HPC
Inventory town-owned and special district-owned properties for historical significance and potential adaptive reuse.	Staff, HPC
Create a mechanism by which property owners can receive financial support for the relocation of structures.	Staff, HPC
Facilitate the identification of town-owned parcels of land for the utilization of relocating historic structures which may otherwise be demolished.	Staff, HPC
Create a campaign of educational and promotional materials for use as tools when communicating with local property owners about the benefits of the Historic Preservation	Staff, HPC

IMPLEMENTATION TIMELINE

Year 1:

Form Historic Preservation Commission

Begin cultural resource survey

Apply for CLG status

Year 2:

Launch plaque and interpretive programs

Nominate first group of structures to local register

Host inaugural Frederick Heritage Month

Year 3:

Develop historic design guidelines

Evaluate incentive effectiveness

Expand education and outreach