



Staff Report

Meeting Date:

September 29, 2025

Planner:

Sara Dusenberry,
Senior Planner

2025 HISTORIC PRESERVATION GRANT PROGRAM SUMMARY:

Grant Fund

\$50,000

AUTHORITY: *Section 10-8-6.2 Economic Incentives. C. Downtown Historic District Grant Fund. Monies in this fund shall be established by the City Council, which may be granted to owners or tenants of properties within the Downtown Historic District or a designated Landmark used for commercial purposes. Grant funds shall be used for architectural design assistance, façade work, removal of graffiti, maintenance for signage, or other improvements. Applications shall be made to and granted by the Historical Preservation Board (Board).*

PROCESS: Applications are assessed by staff to determine need for a Certificate of Appropriateness, and under which process the COA will be reviewed. The grant application period was open from July to September. Once the application period was closed, staff reviewed the applications and developed recommendations for funding and approval. The HPC will review the allocation for any applications requiring an HPC reviewed COA.

AWARD CONSIDERATIONS: The following considerations will be assessed to approve and award project applications:

- Project will have a significant positive visual impact on the historic character of the district.
- Project is located on a street-facing facade of the building.
- Project includes restoration of architectural details and materials on a historic building façade.
- Project will provide permanent, rather than removable, elements. Examples of removable elements including signs, canopies, and fixtures.
- Project includes architectural design assistance.
- The health, safety, and welfare of the community.
- The board will give negative consideration to any applicant who previously received funding and did not complete the project within the approved timeframe for project completion. Applicants in these cases will be asked to assure the commission the proposed project will be completed during the allotted timeframe.

FUNDING ALLOCATION: A total of \$50,000.00 is available for 2025 for project funding. Projects may be awarded up to 80% of eligible project costs, with a 20% match from applicants.

ELIGIBLE PROJECTS:

- Professional architectural design services
- Any work to a building facade (including screening of roof-top mechanical equipment)
- Maintenance, including restorative painting, repair/replacement of deteriorating materials and mechanical systems, electrical and other mechanical if there are safety concerns
- Roofing
- New signage, except for internally lit signs
- Graffiti removal
- Historic Skylight Repair
- Maintenance Projects
- Retroactive project funding for above-listed projects that have been issued a building permit within the last 12 months.

APPLICATION SUMMARY:

Three applications were received by the deadline for the 2025 grant cycle. All three applications are eligible to receive a grant and are discussed below with funding recommendations.

APPLICATION NO. 1

Applicant:	Littleton Elks Lodge #1650
Address:	5749 S Curtice Street
Request Type:	Maintenance Project/ Retroactive Project Funding
Project Description (provided by applicant):	The applicant is seeking funding to cover the replacement of outdated electrical circuit panels that showed damage and melting.
Analysis:	Upgrades to mechanical and electrical systems are eligible for funding if there are safety concerns. The applicant noted and provided photos of the damage to the breakers and buss bar on the panel. A certified electrician noted the damage and recommended full replacement, as the melting was so severe there was no way to shift the breaker to the off position. The electrician noted that replacing the panels would help prevent potential fires. Two other panels were replaced, and the applicant noted these were recalled and over 45 years old. Upgrade of all three panels was to ensure no future issues, like fire. Mechanical upgrades like these do not require a COA but do help in preventing the

loss of the building, harm to people within the building, and potential damage to surrounding properties. The panels have already been replaced and did receive all required city building permits and inspections.

COA Requirements: No COA is required for the work as the panels are interior to the building.

APPLICATION NO. 2

Applicant Roots Colorado dba DIRT

Address 2506 W Alamo Ave

Request Type Professional Architectural Design Services

Project Description The applicant is proposing to utilize funding for finalization of architectural plans for an elevator installation, obtaining permits for construction, and preparing for contractor bidding and elevator installation.

Analysis The proposal is a continuation of the work approved under COA24-0001. DIRT is a coffee shop and workforce development center that provides neurodivergent individuals with job training and skills. Providing an accessible space to visitors and those utilizing their services is vital to their mission and is being undertaken in a manner that is sensitive to the historic significance and integrity of the building. Portions of the proposed project are not eligible for funding and include costs related to permitting and bidding. Use of the funds for finalization of the plans is an eligible cost, and the grant award will stipulate that is the only cost that may be covered by the grant.

COA Requirements The proposed work was previously approved under COA24-0001.

APPLICATION NO. 3

Applicant Vanessa Menke

Address 2530 West Main Street

Request Type Maintenance Projects/ Roofing

Project Description	The applicant is proposing to utilize funding for reroofing, painting the building, and installing a new door.
Analysis	The roof replacement falls under repair and maintenance and does not require a COA, but roofs are vital to keeping a building in good repair. The proposed replacement will not negatively impact the historic building, or character of the district, and will aid in preventing potential damage from disrepair of the roof. Painting the building does not require a COA as the brick is already painted. Though it is discouraged to paint unpainted brick, once it has been painted it is important that it is kept up. Brick is a porous material that is breathable and when it is painted it loses that function and is more prone to spalling due to trapped moisture. To prevent potential damage caused by paint, it is important to prevent any type of chipping or deterioration of the paint that could lead to spalling and other damage. The proposed door replacement does require a COA. The door currently on the building is not original to the building and appears to have been replace in the last 25 years, so is not historic in its own right. Staff feels that with an appropriate storefront door, a replacement will not affect the historic significance or integrity of the building or district. The door provided in the grant application is not appropriate due to its finish and scale. Staff is proposing that the re-roofing and re-painting may be covered by the grant. The door may be covered by the grant once a COA is approved.
COA Requirements	No COA is required for the roof, as it falls under in-kind repair or replacement, and no COA is required for the painting, as the brick was previously painted. Replacing the existing door will require a COA approved by the HPC.

STAFF RECOMMENDATION:

Staff recommends the following funding allocations:

Historic Building	Address	Owner/Applicant	Recommended Amount
Littleton Elks Lodge #1650	5749 S. Curtice St.	Littleton Lodge No 1650 Benev & Prot Order Of Elks	\$17,500
Gill Residence (DIRT Coffee)	2506 W. Alamo St.	Roots Colorado	\$15,000
O. G. Hill Drug Store (Jake's Beer Garden)	2530 W. Main St.	2530 Llc	\$17,500

The funding levels were recommended based on the requested grant amounts and impact of the work. DIRT Coffee requested \$15,000 for the elevator work. Though the work will be new construction, the project was designed to be sensitive to the historic significance and integrity of the property and district, and it will make the historic building more accessible to a wider variety of people. The review committee felt the two remaining projects, Elks Lodge and Jake's Beer Garden, help maintain the historic integrity and longevity of each building and is proposing to divide the remaining funding equally across each

project.