

## THE PROGRAM

The Design Assistance Program is the modified extension of a program that had been in place from 1996 to 2006. \_\_\_\_\_

The Design Assistance Program will help homeowners receive design advice from approved local professionals who have demonstrated through previous work a sensitivity to historic design. \_\_\_\_\_

The program aims to noticeably enhance neighborhood compatibility through the design assistance of experienced professionals with success in context-sensitive historic design.



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970-224-6078

DEVELOPMENT REVIEW CENTER  
281 NORTH COLLEGE AVENUE  
FORT COLLINS, CO 80524

# DESIGN ASSISTANCE PROGRAM

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## WHO CAN APPLY

- Applicants must be the owner of the structure.
- Funding is limited to one application per structure per owner per 3 years.
- If the structure is sold, the new owner may apply for Design Assistance Program funding.
- Owners of multiple structures may apply for Design Assistance Program funding for only one structure per year.

## DESIGN ASSISTANCE PROFESSIONALS

The professionals you will be working with have been preapproved by the Landmark Preservation Commission because of their previous work in historic design.

Professionals chosen for the Design Assistance program have proved their understanding of the Secretary of the Interior's Standards for the Treatment of Historic Properties through previous projects.

## TYPES OF PROJECTS

- Design assistance will provide guidance on the setting, massing, and overall design composition of exterior improvements including, but not limited to:
  - Additions
  - Attic conversions
  - Porch reconstructions
  - Siding changes
  - Historic window studies
- Funding can be provided for the design assistance of projects that will impact the exterior of a building, particularly the elevations visible from the public right-of-way.
- Structures must be historic (50 years or older) or adjacent to a historic structure, and meet other program requirements.
- Design assistance will also advise on the compatibility with adjacent properties to minimize the impacts on those properties.



## THE APPLICATION PROCESS

1. Meet with city historic preservation staff for an initial discussion. Receive Application Form and list of design assistance professionals.
2. Contact, interview, and select consultant.
3. Return to city staff with completed Application Form including name, location, nature of project, property owner name and address, consultant selected, and full amount of anticipated charges. Staff will review and set aside money for the project if available.
4. Submit draft of plans to Landmark Preservation Commission (LPC) for a complimentary, no obligation design review.
5. Make formal submittal of plans to staff for final approval, as well as copy of consultant's contract document. If any concerns remain, the plans will go back to the LPC. If no concerns, final approval will be granted.
6. Upon final approval and issuance of building permit (if necessary), the city will provide the design assistance funds to the property owner directly.

## DESIGN ASSISTANCE PROGRAM CONSULTANT LIST

Revised 11/9/11

<b><u>DESIGN CONSULTANTS</u></b>		
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