



Planning, Development & Transportation

Community Development & Neighborhood Services

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CERTIFICATE OF APPROPRIATENESS – Minor Alteration (No Application Required)

ISSUED: October 28, 2019

EXPIRATION: October 28, 2020

Empire Grange 148
3255 Silverthorne Drive
Fort Collins, CO 80526

Dear Property Owner:

This letter provides you with certification that proposed work to your designated Fort Collins landmark property has been approved without an application by the City's Historic Preservation Division (HPD) because the proposed work appears to be routine in nature with minimal effects to the historic resource, and meets the requirements of Chapter 14, [Article IV](#) of the Fort Collins Municipal Code.

The alterations reviewed include:

- Roof replacement in-kind (asphalt shingle)

Notice of the approved application has been provided to building and zoning staff to facilitate the processing of any permits that are needed for the work. Please consider National Park Service Preservation Brief #4, [Roofing for Historic Buildings](#) as you complete this project.

Please note that work beyond that indicated in your permit application/correspondence requires additional approval. Items requiring further approval include, but are not limited to, the following activities:

- Work affecting, or repair of, a chimney;
- Repair or replacement of historic decorative or functional features on or near the roof, such as fascia, purlins, brackets, eaves, gutters, and dormers;
- Replacement of substructure to the roof, such as sheathing/decking, rafters, or trusses;
- Installation of roof insulation above the sheathing that will result in more than a 2-inch increase in the roof height;
- Addition of new rooftop features including skylights, dormers, and new vents.

If the approved work is not completed prior to the expiration date noted above, you may apply for an extension by contacting staff at least 30 days prior to expiration. Extensions may be granted for up to 12 additional months, based on a satisfactory staff review of the extension request.

If you have any questions regarding this approval, or if I may be of any assistance, please do not hesitate to contact me. I may be reached at jbortolini@fcgov.com or 970-416-4250.

Sincerely,

Jim Bertolini
Historic Preservation Planner