



Historic Preservation Services

Community Development & Neighborhood Services

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**CERTIFICATE OF APPROPRIATENESS
AND
LANDMARK REHABILITATION LOAN AWARD NOTICE
ISSUED: March 27, 2020
EXPIRATION: March 27, 2021**

Matthew Ross
1006 Laporte Avenue
Fort Collins, CO 80521

Dear Mr. Ross:

Congratulations! We are pleased to inform you that your proposed project for which you applied for Landmark Rehabilitation Loan funding has been approved and awarded. This letter provides you with confirmation of Loan funding and that the proposed changes to your designated Fort Collins landmark property have been approved by the City's Historic Preservation Division because the proposed work meets the criteria and standards in Chapter 14, [Article IV](#) of the Fort Collins Municipal Code.

- 1) Repair and rehabilitation of eleven (11) windows.

Loan Funding Information

You have been approved for City Landmark Rehabilitation Loan Funding for up to \$3,963.00 to support the qualified work items included in your application for the program related to this Certificate. Historic Preservation staff will follow up with you for any additional necessary details about project timeline, signing loan documents, or loan closing.

Project Approval

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 note that all ensuing work must conform to the approved plans. Any non-conforming alterations are subject to stop-work orders, denial of Certificate of Occupancy, and restoration requirements and penalties.

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.

Property owners can appeal staff design review decisions by filing a written notice of appeal to the Director of Community Development & Neighborhood Services within fourteen (14) days of

this decision. 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 mbzdek@fcgov.com, or 970-221-6206.

Sincerely,

Jim Bertolini
Historic Preservation Planner

Applicable Code Standard	Summary of Code Requirement and Analysis (Rehabilitation)	Standard Met (Y/N)
SOI #1	<p><i>A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships;</i></p> <p>Property will retain its residential use.</p>	Y
SOI #2	<p><i>The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.</i></p> <p>The windows are a character-defining element of this building and are being retained but repaired for operation and performance.</p>	Y
SOI #3	<p><i>Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.</i></p>	N/A
SOI #4	<p><i>Changes to a property that have acquired historic significance in their own right will be retained and preserved.</i></p>	N/A
SOI #5	<p><i>Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.</i></p> <p>The project is repairing existing historic windows and returning them to working order, including reseating/replacing glass pains and repair of muntins. These windows are a character-defining feature of the building.</p>	Y

SOI #6	<p><i>Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.</i></p> <p>The windows are deteriorated – repairs are focusing on returning the historic windows to working order and repairing/replacing broken muntins in-kind.</p>	Y
SOI #7	<p><i>Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.</i></p>	N/A
SOI #8	<p><i>Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.</i></p>	N/A
SOI #9	<p><i>New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.</i></p>	N/A
SOI #10	<p><i>New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.</i></p>	N/A



Design Review Application Historic Preservation Division

Fill this form out for all applications regarding designated historic buildings within the city limits of the City of Fort Collins. Review is required for these properties under Chapter 14, [Article IV](#) of the Fort Collins Municipal Code.

Applicant Information

Applicant's Name Daytime Phone Evening Phone

Mailing Address (for receiving application-related correspondence) State Zip Code

Email

Property Information (put N/A if owner is applicant)

Owner's Name Daytime Phone Evening Phone

Mailing Address (for receiving application-related correspondence) State Zip Code

Email

Project Description

Provide an overview of your project. Summarize work elements, schedule of completion, and other information as necessary to explain your project.

The following attachments are REQUIRED:

- Complete Application for Design Review
- Detailed Scope of Work (and project plans, if available)
- Color photos of existing conditions

Reminders:

Complete application would need all of checklist items as well as both pages of this document.

Detailed scope of work should include measurements of existing and proposed.

Please note: if the proposal includes partial or full demolition of an existing building or structure, a separate demolition application will need to be approved.

Additional documentation may be required to adequately depict the project, such as plans, elevations, window study, or mortar analysis. If there is insufficient documentation on the property, the applicant may be required to submit an intensive-level survey form (at the applicant's expense).

Detail of Proposed Rehabilitation Work (*Required)

If your project includes multiple features (e.g. roof repair and foundation repair), you must describe each feature separately and provide photographs and other information on each feature.

Feature A Name:	
Describe property feature and its condition:	Describe proposed work on feature:
Feature B Name:	
Describe property feature and its condition:	Describe proposed work on feature:

Use Additional Worksheets as needed.

Required Additional information

The following items must be submitted with this completed application. Digital submittals preferred for photographs, and for other items where possible.

- At least one current photo for each side of the house. Photo files or prints shall be named/labeled with applicant name and elevation. For example, smitheast.jpg, smithwest.jpg, etc. If submitted as prints, photos shall be labeled
- Photos for each feature as described in the section "Detail of Proposed Rehabilitation Work". Photo files or prints shall be named or labeled with applicant name and feature letter. For example, smitha1.jpg, smitha2.jpg, smithb.jpg, smithc.jpg, etc.

Depending on the nature of the project, one or more of the following items shall be submitted. Your contractor should provide these items to you for attachment to this loan application.

- Drawing with dimensions.
- Product specification sheet(s).
- Description of materials included in the proposed work.
- Color sample(s) or chip(s) of all proposed paint colors.

Partial or full demolition is a part of this project.

Partial demolition could include scopes such as taking off existing rear porches to create space for a new addition or removing an existing wall or demolishing a roof. If you are taking away pieces of the existing residence, you are likely undergoing some partial demolition.

Signature of Applicant

Date



