



## Historic Preservation Services

### Community Development & Neighborhood Services

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## REPORT OF ALTERATIONS TO DESIGNATED RESOURCE

Site Number/Address: 304 E. Pitkin St.

Laurel School National Register Historic District

ISSUED: June 11, 2020

304 Pitkin LLC  
335 S. Summit View Drive

Dear Property Owner:

This report is to inform you of the results of this office's review of proposed alterations to the Thomas Bryant Residence at 304 E. Pitkin Street, pursuant to Fort Collins Municipal Code, Chapter 14, [Article IV](#). A copy of this report may be forwarded to the Colorado Office of Archaeology and Historic Preservation as well.

The alterations reviewed include:

- In-kind roof replacement (asphalt shingle).

Our staff review of the proposed work finds the alterations do meet the SOI Standards for Rehabilitation. The requirement for a design review application has been waived because the project appears to be routine in nature with minimal effects to the historic resource, and meets the requirements of Article IV cited above.

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 you have any questions regarding this report, or if I may be of any assistance, please do not hesitate to contact me. I may be reached at [jbertolini@fcgov.com](mailto:jbertolini@fcgov.com) or 970-416-4250.

Sincerely,

Jim Bertolini  
Historic Preservation Planner