



## Historic Preservation Services

### Community Development & Neighborhood Services

281 North College Avenue  
P.O. Box 580  
Fort Collins, CO 80522.0580

970.416.4250

[preservation@fcgov.com](mailto:preservation@fcgov.com)

[fcgov.com/historicpreservation](http://fcgov.com/historicpreservation)

## CERTIFICATE OF APPROPRIATENESS

**ISSUED: August 25, 2020**

**EXPIRATION: August 25, 2021**

**ISSUED AFTER-THE-FACT**

Robert Benham  
1523 Peterson Street  
Fort Collins, CO 80524

Dear Mr. Benham:

This letter provides you with confirmation that the proposed changes to your designated Fort Collins landmark property, the M.G. Nelson House & Carriage House at 700 Remington Street have been reviewed after-the-fact and approved by the City's Historic Preservation Division 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.

- 1) Installation of K-style metal gutters
- 2) Replacement of rotted soffits

*Note: Upon after-the-fact review, the proposed alterations and repair work is minimal in nature and meets the Standards. This is largely because the eaves and soffits modified as part of the project were not particularly distinctive and did not help define why the property was designated as a City Landmark. In the future, care should be taken to identify areas where repair will be completed and specify where replacement will occur. In regards to gutters, where an eave line were distinctive, half-round gutters would likely be required as K-style and other standard gutter types can obscure important stylistic features.*

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 [jbertolini@fcgov.com](mailto:jbertolini@fcgov.com), or 970-416-4250.

Sincerely,

Jim Bertolini  
Historic Preservation Planner



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

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

Owner's Name	Daytime Phone	Evening Phone
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Mailing Address (for receiving application-related correspondence)	State	Zip Code
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Email

### Project Description

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

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### 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.

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Signature of Applicant

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Date

















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