



## 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 – Minor Alteration (No Application Required)**

**ISSUED: June 1, 2021**

**EXPIRATION: June 2, 2021**

William G. Woodard  
308 E. Myrtle St.  
Fort Collins, CO 80524

Dear Property Owner:

This letter provides you with certification that proposed work to your designated Fort Collins landmark property, the H.F. Elliot/Carl Anderson House & Barn at 308 E. Myrtle Street 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:

- In-kind roof replacement (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;
- Installation of roof insulation above the sheathing that will result in more than a 4-inch increase in the roof height; (note: uncovered portions at the eave should be covered with plain fascia or drip edge);
- Addition of new rooftop features including skylights, dormers, and large new vents (note: no further review is needed to install standard edge, ridge, or "turtle" vents required for ventilation standards on new roofs).

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

Sincerely,

Jim Bertolini  
Historic Preservation Planner